



Agenda
Village of Glen Ellyn
Regular Meeting
Monday, November 14, 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. Village Recognition: (Village Clerk)

1. The Village thanks Raymond J. Whalen for his service on the Plan Commission.
2. The Village Board and Management Team congratulate the following employees who recently celebrated an anniversary as a Village employee:

Julius Hansen	Public Works	5 Years
Ed Rosenwinkel	Facilities Maintenance	5 Years

E. Audience Participation

1. Proclamation honoring St. James the Apostle Catholic School 50th Anniversary (Principal Mary-Kathryn Warco).
2. Presentation by DuPage County Coroner Richard A. Jorgensen, MD regarding heroin and opioid abuse across DuPage County.
3. 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.

F. 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 \$3,112,883.14: (Trustee O'Shea)

1. October 24, 2016 Special Village Board Workshop Minutes.
2. October 24, 2016 Regular Village Board Meeting Minutes.
3. Total Expenditures (Payroll and Vouchers) - \$3,112,883.14.

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

4. Approve the recommendation of Village President Alexander W. Demos that the following appointments and reappointments be made: John M. Mulherin, Finance Commission, for a term ending May 31, 2018; James M. Meyers, Chairman, Board of Fire and Police Commissioners, for a term ending May 31, 2017; Wesley R. Peters, Board of Fire and Police Commissioners, for a term ending May 31, 2017; Cynthia Steinbach, Board of Fire and Police Commissioners, for a term ending May 31, 2018.
5. Approve a Facade Improvement Award in the amount of \$10,000, and a Fire Prevention Improvement Award in the amount of \$3,750, to Oak & Steel, Inc., located at 480 North Main Street. (Economic Development Coordinator Hannah)
6. Ordinance No. 6449-VC, An Ordinance Amending the Village Code, Title 2, Chapter 13, Section 3 Regarding Landmark Criteria to be Used by the Historic Preservation Commission. (Planning and Development Director Hulseberg)
7. Ordinance No. 6450, An Ordinance Granting Approval of a Sign Variation for Designstorms, LLC, to be Located at 530 Pennsylvania Avenue. (Planning and Development Director Hulseberg)
8. Ordinance No. 6451, An Ordinance Granting Exterior Appearance Approval of ATI Physical Therapy, to be Located at 460 Roosevelt Road. (Planning and Development Director Hulseberg)
9. Ordinance No. 6452, An Ordinance Approving a Variation from the Rear Yard Setback Requirements of the Zoning Code to Allow the Construction of an Addition on the Property Located at 708 Lenox Road. (Planning and Development Director Hulseberg)
10. Approve award of a contract to Planning Resources, Inc., of Wheaton, Illinois, to provide tree preservation consulting services, with an option to renew the contract on an annual basis not to exceed a three year period, to be expensed to the General Fund. (Planning and Development Director Hulseberg)

11. Approve the final monthly payment for services rendered to Legendary Marketing, of Lecanto, Florida, for an aggregate total of \$21,000, to be expensed to the Village Links/Reserve 22 Fund. (General Manager Vesevick)
12. Approve the award a two-year contract to Prescient Development, Inc., of Schaumburg, Illinois, for professional I.T. staffing and consulting services, in the amount of \$78,300, plus a \$12,000 contingency, in an amount not to exceed \$90,300, to be expensed to the General Fund. (Assistant Village Manager Stonitsch)
13. Ordinance No. 6453-VC, An Ordinance Adopting the Purchasing Policy for the Village of Glen Ellyn and Amending Certain Provisions of the Glen Ellyn Municipal Code. (Finance Director Coyle)
14. Receive the Police Pension Board's Municipal Compliance Report for the short fiscal year ended December 31, 2015. (Finance Director Coyle)
15. Approve the purchase of a 2017 Dodge Durango Special Service Vehicle from Napleton Fleet Group, of Westmont, Illinois, in the amount of \$26,767, along with costs to equip the vehicle up to \$5,000, to be expensed to the Federal Drug Forfeiture Fund. (Chief Norton)

G. Proposed Village Budget for FY2017: (Finance Director Coyle) (Trustee Senak)

1. Public Hearing to receive comment on the proposed annual budget for the Village of Glen Ellyn in the net amount of \$67,568,400 for the fiscal year beginning January 1, 2017.
2. Motion to approve on first reading an Ordinance adopting the annual Village of Glen Ellyn expenditure budget in the net amount of \$67,568,400, including the compensation plan, for the fiscal year beginning January 1, 2017 and ending December 31, 2017.

H. 2017 Proposed Property Tax Levy for the Village of Glen Ellyn and the Glen Ellyn Public Library: (Finance Director Coyle) (Trustee Elliott)

1. Public Hearing to receive comment on the proposed 2016 property tax levy for the Village of Glen Ellyn and the Glen Ellyn Public Library.
2. Motion to approve on first reading of an Ordinance for the levy and assessment of taxes in the amount of \$13,108,124 for the fiscal year beginning January 1, 2017 and ending December 31, 2017, of the Village of Glen Ellyn and the Glen Ellyn Public Library.

I. 486 Pennsylvania Avenue Facade and Interior Awards: (Economic Development Coordinator Hannah) (Trustee Kenwood)

1. Motion to approve a Facade Improvement Award in the amount of \$15,000, and a Downtown Retail Interior Improvement Award in the amount of \$15,000, for a Brew Pub located at 486 Pennsylvania Avenue.

J. Plan Review and Construction Inspection Services: (Planning and Development Director Hulseberg) (Trustee Ladesic)

1. Motion to approve the award of an agreement to T.P.I. Building Code Consultants, Inc., of St. Charles, Illinois, for plan review and construction inspection services.

K. Reminders

1. A Village Board Workshop is scheduled for Monday, November 21, 2016 at 7:00PM in Room 301 of the Glen Ellyn Civic Center.
2. The Village Board Meeting scheduled for Monday, November 28, 2016 at 7:00PM has been cancelled.
3. A Village Board Meeting is scheduled for Monday, December 12, 2016 at 7:00PM in the Galligan Board Room of the Glen Ellyn Civic Center.

L. Other Business

M. Adjournment



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

Meeting: 11/14/16 07:00 PM
Department: Administration - Recognition
Department Head: Al Stonitsch
Category: Recognition
Prepared By: Caroline Conlon

SCHEDULED

AGENDA ITEM (ID # 2516)

DOC ID: 2516

The Village thanks Raymond J. Whalen for his service on the Plan Commission.



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

Meeting: 11/14/16 07:00 PM
Department: Administration - Recognition
Department Head: Al Stonitsch
Category: Recognition
Prepared By: Caroline Conlon

SCHEDULED

AGENDA ITEM (ID # 2517)

DOC ID: 2517

**The Village Board and Management Team congratulate the
following employees who recently celebrated an anniversary as a
Village employee: Julius Hansen Public Works 5 Years Ed
Rosenwinkel Facilities Maintenance 5 Years**



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

Meeting: 11/14/16 07:00 PM
Department: Administration
Department Head: Al Stonitsch
Category: Proclamation
Prepared By: Caroline Conlon

SCHEDULED

AGENDA ITEM (ID # 2505)

DOC ID: 2505

**Proclamation honoring St. James the Apostle Catholic School 50th
Anniversary (Principal Mary-Kathryn Warco).**

ATTACHMENTS:

- Proclamation St James Catholic School 50th Anniversary (PDF)



Proclamation

HONORING ST. JAMES THE APOSTLE CATHOLIC SCHOOL 50TH ANNIVERSARY 1966-2016

WHEREAS, for five decades, St. James the Apostle Catholic School has focused on providing a sound education for students from preschool through eighth grade ; and

WHEREAS, the school has received support, encouragement and recognition from the fine people and businesses of the Glen Ellyn community; and

WHEREAS, since 1966, the school's mission has been to create an environment where students may grow spiritually, intellectually, emotionally and physically as members of the school, parish and greater community; and

WHEREAS, the success the school can be attributed to those who have invested their time, talent and treasure in helping form young people of faith; lifelong learners who serve the broader community.

NOW, THEREFORE, I, ALEXANDER W. DEMOS, President of the Village of Glen Ellyn, on behalf of the entire Village Board and Glen Ellyn community, do hereby recognize and commend the St. James the Apostle Catholic School on providing 50 years of excellence in education to the Glen Ellyn community.

VILLAGE PRESIDENT

ATTEST:

VILLAGE CLERK

DATE



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

Meeting: 11/14/16 07:00 PM
Department: Administration
Department Head: Al Stonitsch
Category: Presentation
Prepared By: Caroline Conlon

SCHEDULED

AGENDA ITEM (ID # 2512)

DOC ID: 2512

**Presentation by DuPage County Coroner Richard A. Jorgensen, MD
regarding heroin and opioid abuse across DuPage County.**



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

Meeting: 11/14/16 07:00 PM
Department: Administration
Department Head: Al Stonitsch
Category: Minutes
Prepared By: Caroline Conlon

SCHEDULED

AGENDA ITEM (ID # 2513)

DOC ID: 2513

October 24, 2016 Special Village Board Workshop Minutes.

ATTACHMENTS:

- Minutes 10-24-2016 Special Village Board Workshop (PDF)

**Minutes
Special Workshop Meeting
Glen Ellyn Village Board of Trustees
Monday, October 24, 2016**

Call to Order

President Pro Tem Senak called the meeting to order at 6:02 p.m.

Roll Call

Upon roll call by Village Clerk Galvin, President Pro Tem Senak and Trustees Clark, Kenwood Ladesic and O'Shea answered "Present." Trustee Elliott entered the meeting at 6:11 p.m. President Demos was excused.

In Attendance: Recording Secretary Solomon, Village Manager Franz, Village Attorney Mathews, Finance Director Coyle, Public Works Director Hansen, Police Chief Norton, Senior Civil Engineer Daubert and Village Links/Reserve 22 General Manager Vesevick.

Pledge of Allegiance

President Pro Tem Senak asked Library Board Trustee Molly McGinnis Knapke to lead the Pledge of Allegiance.

Audience Participation

Erik Petersen, who resides at 237 Lorraine Street and is an 18-year resident of the Village, stated he is a local artist who feels the Arts are a missing component in the Village. Mr. Petersen thanked the Village for supporting his art as this art is hanging in the Civic Center. Mr. Petersen stated the Elevate Studio and Gallery at 535 Pennsylvania Avenue is closing; however, he and other artists in the community would like to transition this space into a place where all the Arts would be welcome. He stated he and the other artists would like to use this as a retail space for art as well as a possible studio, a place for art classes and a place to exhibit and show art among other things. He stated they are running into issues with some ordinances and would really like to move forward with this project.

Trustee Ladesic stated the Village's ordinances are fluid and can be changed. Mr. Petersen stated they have met with Planning and Development Director Hulseberg and are working with her on this project. Village Manager Franz stated the biggest issue may be an access issue that he will dig into. Trustee Clark stated he encouraged the Village to help with this possible project as the Arts are always welcomed and encouraged in the Village.

Agenda Item E. – Glen Ellyn Public Library

Glen Ellyn Public Library Director Dawn Bussey introduced Library Trustees Kelli Christiansen, Jill Clouse, Molly McGinnis Knapke and Barbara Rundell. Ms. Bussey reviewed the library's highlights from 2016 which included the re-opening of the renovated Children's section, an author event, a Science, Technology, Electronics and Mathematics (STEAM) event, the Read to Build Program and community conversations. Ms. Bussey stated in 2017, the library will become a passport center where you can get a new or renewed passport, and there will be a new library webpage. She stated they will do another special author event as well as the STEAM event. She stated they will also take steps to plan the last phase of the library renovation which is to be done in 2018.

Minutes
Special Workshop Meeting
Glen Ellyn Village Board of Trustees
Monday, October 24 2016
Page 2

Trustee Ladesic stated he would like to see the library do more fundraising and seek more public and private partnerships so the levy could possibly stay down. Ms. Bussey stated they continuously look for grants as well as new revenue streams such as the passport program. Ms. Bussey stated they do start the budget from scratch and go through line by line to ensure everything is included, and they will be asking for a 1.5% increase for the levy.

Agenda Item F. – Revenues

Finance Director Coyle passed around a page showing the updated changes to the 2017 Draft Budget. Finance Director Coyle stated they are budgeting a 3.9% increase in revenues, and the largest revenues for the Village are sales tax, home rule sales tax, income tax and property tax.

Trustee O'Shea asked about the possible change in vehicle-sticker program. Village Manager Franz stated this topic has been discussed at the Finance Commission, and this topic and the Fire Services fee will come to a Village Board Workshop in early 2017.

Village Manager Franz passed around updated budget memos on some of the topics that were discussed and the Board had questions on.

Agenda Item G. – Other Budget Items

Finance Director Coyle stated the Police Pension Board met last week, and the pension assumption will be down to 6.5% from the current 6.75%. Finance Director Coyle stated the police pension contribution would decrease by about \$300,000 in 2017. She stated if they keep the current investment allocation, the Finance Commission's recommendation is 6.0 to 6.25%, and every 25 basis points is a little over \$100,000 in increased contribution. Trustee Kenwood stated he is concerned about these numbers, and they should be more aggressive in getting the assumption down.

Trustee Elliott stated he does have some thoughts and suggestions for the draft budget, and the other Board Trustees said they do as well. Village Manager Franz stated they could do another workshop on Monday, November 7, 2016 to discuss these concerns before the November 14, 2016 public hearing on the budget.

Corporate Reserve Fund

Village Manager Franz stated the Corporate Reserve Fund is a static fund that was used in the past to purchase property. Village Manager Franz stated the one thing added to this budget is \$19,000 in the Professional Services line item so the Village can do a new community survey as the last one was done 15 years ago. Village Manager Franz stated the Village would hire a reputable municipal survey company to conduct this survey. Trustee Ladesic stated he is opposed to spending \$19,000 on this possible survey. Village Manager Franz stated there are many options they can do for this survey, and he would like the Board's support on this.

Minutes
Special Workshop Meeting
Glen Ellyn Village Board of Trustees
Monday, October 24 2016
Page 3

Elected Officials' Compensation

Village Manager Franz stated Village Attorney Mathews did research on this topic, and there is information on this in the packets. Village Attorney Mathews stated any changes in elected official's compensation need to be done 180 days before the newly-elected officials take office. Trustee Elliott stated he is fine with not being paid and asked if there is an insurance issue with this. Village Attorney Mathews stated he is with this and has confirmed it would not affect the Village's insurance coverage. Trustee Elliott stated he is fine with taking this compensation away, and the other Village Board Trustees agreed. Trustee Elliott stated he has talked to President Demos about this, and President Demos is fine with taking away this compensation as well. Trustee Ladesic stated he did want to ensure the Village President would still have some type of expense account or reimbursement to which Village Manager Franz stated the administration would need to handle these items. Trustee Elliott asked if this item needed to be removed from the Consent Agenda to which Village Attorney Mathews stated they can pass the newly-worded ordinance pending attorney review. Village Attorney Mathews stated this would only affect the newly-elected officials going forward and would not affect the current Trustees that are staying on the Board after the election. Village Manager Franz recommended that a recording secretary handle the Village Board meeting minutes going forward as of May 2017.

Environmental Commission Request

Environmental Commission Chairman Adam Kreuzer introduced several Commissioners from the Environmental Commission; Andrew Van Gorp, Mike Malone, Tom Pulver, Jennifer Umlauf, Renae Frigo and Dave Meehan. Chairman Kreuzer stated the Environmental Commission did write a personal letter to the Village Board which is in the packets. Chairman Kreuzer stated for the first time, the Environmental Commission has submitted a formal budget request for 2017, and the purposed for the requested budget is to finance events and initiatives that will promote and enhance the environmental and economic vitality of the Village. He stated he knows that this request seems like a lot of money, but it is just a small amount that could have lots of return on investment. Trustee O'Shea stated they could do an in-depth discussion of this request on November 7, 2016, and Chairman Kreuzer agreed to this.

G. Adjournment

At 6:57 p.m., a motion was made by Trustee Kenwood and seconded by Trustee O'Shea to adjourn. Motion carried.

Respectfully submitted,

Debbie Solomon
Recording Secretary



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

Meeting: 11/14/16 07:00 PM
Department: Administration
Department Head: Al Stonitsch
Category: Minutes
Prepared By: Caroline Conlon

SCHEDULED

AGENDA ITEM (ID # 2514)

DOC ID: 2514

October 24, 2016 Regular Village Board Meeting Minutes.

ATTACHMENTS:

- Minutes 10-24-2016 Regular Village Board Meeting (PDF)

**Minutes
Village Regular Board Meeting
Glen Ellyn Village Board of Trustees
Monday, October 24, 2016**

Call to Order

President Pro Tem Senak called the meeting to order at 7:03 p.m.

Roll Call:

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

In Attendance: Recording Secretary Solomon, Village Manager Franz, Village Attorney Mathews, Planning and Development Director Hulseberg, Public Works Director Hansen, Finance Director Coyle, Police Chief Norton and Village Links/Reserve 22 General Manager Vesevick.

Pledge of Allegiance

President Pro Tem Senak asked Hannah O'Shea to lead the Pledge of Allegiance

Village Recognition

1. A resident sent an email to Planning and Development Director Staci Hulseberg to thank her for her responsiveness and stewardship in processing a license agreement.
2. Officers Dave Gill, Kurt Vavra and Jim Monson received a letter in gratitude for their attention and action in responding to a building fire.
3. A resident has sent a letter to recognize Officer Jake Wollenberg for his effective communication skills and enthusiasm in the line of duty.
4. Officers Carrie Nemchock and Brent Pacyga received a letter to commend their instincts, consideration and professionalism in responding to a traffic accident.
5. Officer Paul Baird received an email to thank him for his professionalism, attention and overall control in handling a situation.
6. The DuPage County Sheriff thanked Community Service Officer Rose Volpe for participating in the 2016 Safety Saturday Event and making it such a huge success.
7. Officer David Scuito received a letter from a resident to express his sincere thanks and deep appreciation for his assistance in the resolution of a very difficult personal situation.
8. The Village Board and Management Team congratulate the following employees who recently celebrated an anniversary as a Village employee:

Mark Binkerd	Information Technology	15 Years
Gregorio Garcia	Public Works	10 Years
Gayle Lendabarker	Glenbard Wastewater Authority	10 Years

Minutes
 Village Board Regular Meeting
 Glen Ellyn Board of Trustees
 Monday, October 24, 2016
 Page 2

Audience Participation

1. Trustee Elliott presented a Proclamation in memory of Vincent A. Persico. Vincent's son Derek accepted the proclamation and thanked the Village for honoring his father.
2. President Pro Team Senak presented a Proclamation in recognition of College of DuPage's (COD) 50th Anniversary. COD President Dr. Ann Rondeau accepted the proclamation and thanked the Village for their support through the years and in the future.
3. Mark Senak read a prayer for the Chicago Cubs.

Agenda Item F - 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. October 10, 2016 Regular Village Board Meeting Minutes.
2. October 13, 2016 Special Village Board Workshop Minutes.
3. October 17, 2016 Special Village Board Workshop Minutes.
4. Total Expenditures (Payroll and Vouchers) - \$2,208,832.13.
The vouchers have been reviewed by Trustee Elliott and Manager Franz prior to this meeting and are consistent with the Village's purchasing policy.
5. Ordinance No. 6445, An Ordinance Granting Exterior Appearance Approval for Oak & Steel, to be Located at 480 N. Main Street.
6. Ordinance No. 6446-VC, An Ordinance to Amend the Liquor Control Code Chapter 19 of Title 3, Section 12 (Restriction on Number of Licenses) of the Village Code, to Increase the Number of Permitted Class M Liquor Licenses.
7. Ordinance No. 6447-VC, An Ordinance Setting Compensation for Elected Officials Taking Office Following the General Election of April 4, 2017.
8. Resolution No. 16-14, A Resolution to Adopt the Lambert Lake Stewardship Pilot Program.
9. Resolution No. 16-15, A Resolution Authorizing the Conveyance of Certain Property Located within the Village along St. Charles Road to DuPage County in accordance with the Intergovernmental Agreement dated February 22, 2010.

President Pro Tem Senak removed Item #7 from the Consent Agenda.

Regarding Item #8, Trustee Ladesic stated he has concerns around the possible plantings that might be done and wanted to ensure that staff is involved with the Village Forester and Public Works having oversight on this. Village Manager Franz stated Public Works and the Village Links are working hand in hand on this.

Minutes
Village Board Regular Meeting
Glen Ellyn Board of Trustees
Monday, October 24, 2016
Page 3

A motion was made by Trustee Elliott and seconded by Trustee Clark to approve Consent Agenda Items 1-6, 8-9.

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

Regarding Item #7, Trustee Elliott stated he appreciates the current and future Boards, and this is an important step and is small dollar saving to the Village. Trustee Kenwood stated he agrees and would like to see this grow to other government bodies.

A motion was made to approve Ordinance No. 6447-VC, an Ordinance Eliminating Compensation for Elected Officials taking office following the General Election of April 4, 2017 by Trustee Elliott and seconded by Trustee Ladesic.

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

Agenda Item G – Indoor and Outdoor Live Entertainment at the Village Links/Reserve 22

Planning and Development Director Hulseberg presented information regarding a review of the Village Links/Reserve 22 special use permit for indoor and outdoor live entertainment. Planning and Development Director Hulseberg stated in May 2015, the Board approved a Special Use Permit to allow live entertainment in the CR District for a trial period of four months. Planning and Development Director Hulseberg 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. She stated the Village Links has held 12 outdoor events on the patio with two resident complaints for noise. She stated as required by Ordinance 6321, a community council was formed of surrounding property owners to discuss any issues relating to the provision of outdoor live entertainment on the property. She stated there was little or no response by the community council representatives regarding this meeting, and the only representatives in attendance were the Village Links property owner and the Raintree neighborhood representative, Beth Powers. Planning and Development Director Hulseberg stated there were no complaints voiced at this meeting.

Trustee Kenwood stated he will be voting no on this as he feels this is pushing limits that do not need to be pushed. Trustee Ladesic stated he supports these changes and feel there could even be a hard stop at 9pm.

David Robinson, resident at 142 S. Parkside Avenue, stated his home back up to the Village Links, and he is not a huge fan of outdoor entertainment at the Village Links. Mr. Robinson stated there was a fundraiser at the Village Links on October, 14, 2016 which had a Special Use Permit, and this permit ruined many people in this neighborhood. Mr. Robinson stated there was no notification on this Special Use Permit, and the neighborhood could not escape the noise as the music was so loud. Mr. Robinson stated there was several calls made to 911 as the music was way too loud and unacceptable. Mr. Robinson recommends that music be done inside the building instead.

Trustee Elliott asked if this event was an exception as there seem to not be many complaints. Mr.

Minutes
Village Board Regular Meeting
Glen Ellyn Board of Trustees
Monday, October 24, 2016
Page 4

Robinson stated this event and one other event last year has unacceptable noise levels. Mr. Robinson stated everything else has been fine, and he supports what Village Links/Reserve 22 General Manager Vesevick has done so far. Mr. Robinson stated Special Use Permits at the Village Links should be off the table.

President Pro Tem Senak asked if Mr. Robinson was familiar with what is in the ordinance to which Mr. Robinson is stated he is familiar with the ordinance and has no objections to this ordinance. Trustee O'Shea stated in the future, if there is a Special Use Permit, notice should be given to the community council, and the Village Links will keep the music to a minimum. Trustee O'Shea stated bands need to set-up in a direction opposite the neighborhood, and the Village Links staff need to monitor the site and the band set-up in the future. There was a discussion regarding Special Use Permits, possible ending times and the wording in the ordinance.

Planning and Development Hulseberg stated the staff can provide advance notice to the community council, especially if there is a bigger event. Trustee Clark suggested removing these Special Use Permits off the Consent Agenda at future Board meetings so there can be a discussion if there are concerns. President Pro Tem Senak stated the Board is definitely looking out for the residents, and any residents that have concerns are welcome to come back to the Board. Trustee Elliott stated the same mistakes will not be repeated.

A motion was made to approve Ordinance No. 6448, an Ordinance amending Ordinance 6348 which granted approval of a Special Use Permit for the Village Links/Reserve 22 Located at 485 Winchell Way to allow outdoor live entertainment by Trustee O'Shea and seconded by Trustee Ladesic.

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

Agenda Item H - Reminders

1. A tentative Special Village Board Workshop is scheduled for Monday, November 7, 2016 at 7:00PM in Room 301 of the Glen Ellyn Civic Center.
2. A Village Board Meeting is scheduled for Monday, November 14, 2016 at 7:00PM in the Galligan Board Room of the Glen Ellyn Civic Center.
3. A Village Board Workshop is scheduled for Monday, November 21, 2016 at 7:00PM in Room 301 of the Glen Ellyn Civic Center.
4. A GWA Board of Directors Meeting is scheduled for Thursday, November 3, 2016 at 5:30PM at 255 E. Wilson Avenue in Lombard.

Agenda Item I - Other Business

None

Minutes
Village Board Regular Meeting
Glen Ellyn Board of Trustees
Monday, October 24, 2016
Page 5

Adjournment

At 7:44 p.m., a motion was made by Trustee Kenwood and seconded by Trustee O'Shea to adjourn to Executive Session for deliberations concerning salary schedules for one or more classes of employees, without returning to open session thereafter.

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

Respectfully submitted,

Debbie Solomon
Recording Secretary



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

Meeting: 11/14/16 07:00 PM
Department: Administration
Department Head: Al Stonitsch
Category: Vouchers
Prepared By: Caroline Conlon

SCHEDULED

AGENDA ITEM (ID # 2518)

DOC ID: 2518

Total Expenditures (Payroll and Vouchers) - \$3,112,883.14.
The vouchers have been reviewed by Trustee Clark and Manager Franz prior to this meeting, and are consistent with the Village's purchasing policy.

ATTACHMENTS:

- Vouchers 11-14-2016 (PDF)

Approval of Vouchers
For the Village Board Meeting of November 14, 2016

EXPENDITURES:

Accounts Payable Warrant 1016-3	10/21/2016	\$	1,319,953.86	
Accounts Payable Warrant 1016-4	10/28/2016	\$	562,586.23	
Accounts Payable Warrant 1016-5	10/31/2016	\$	24,605.45	
Accounts Payable Warrant 1116-1	11/4/2016	\$	708,858.78	
Sub-Total		\$	2,616,004.32	Warrant Total \$ 2,616,004.32

PAYROLL EXPENDITURES**October 28, 2016****Net Employee Payroll Checks**

309,004.14

Employee & Employer Payroll Deductions:

Employee Deductions*	138,644.36
IMRF - Employer contribution	25,166.87
Social Security/Medicare Tax Withheld - Employer portion	24,063.45

Total Payroll

\$	496,878.82	\$	-	\$	496,878.82
-----------	-------------------	-----------	----------	-----------	-------------------

GRAND TOTAL \$ 3,112,883.14

* 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.

11/01/2016 11:30 VILLAGE OF GLEN ELLYN
maryr PAID WARRANT REPORT

WARRANT: 1016-3

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
2007 AHEAD INC. 72469 INVOICE: INV0301471	09/29/16			223325	P	10/21/16	55720	530105	OPERATING SUPPLIES
VENDOR TOTALS				3,309.50	YTD INVOICED			3,309.50	YTD PAID
10229 ACCOUNTING PRINCIPALS 72471 INVOICE: 8234568 72472 INVOICE: 8227633	10/09/16			223326	P	10/21/16	126200	521055	PROFESSIONAL SERVICES - O
	10/02/16			223326	P	10/21/16	126200	521055	PROFESSIONAL SERVICES - O
VENDOR TOTALS				5,656.50	YTD INVOICED			5,656.50	YTD PAID
10224 ALSICO, INC 72470 INVOICE: LCHI969058 72470 INVOICE: LCHI969058 72470 INVOICE: LCHI969058	10/19/16			223327	P	10/21/16	55730	530105	OPERATING SUPPLIES
	10/19/16			223327	P	10/21/16	55730	530445	UNIFORMS
	10/19/16			223327	P	10/21/16	55730	530446	LINENS AND RENTALS
VENDOR TOTALS				6,880.41	YTD INVOICED			6,880.41	YTD PAID
43 AMERICAN PLANNING ASSOC 72473 INVOICE: 544	06/16/16			223328	P	10/21/16	121200	520615	RECRUITING AND TESTING
VENDOR TOTALS				300.00	YTD INVOICED			300.00	YTD PAID
8437 B & F CONSTRUCTION CODE SERVICES, INC 72428 INVOICE: 44965 72430 INVOICE: 44986 72431 INVOICE: 45006 72432 INVOICE: 45054 72433 INVOICE: 45055 72434 INVOICE: 45062 72435 INVOICE: 45037	09/28/16			223329	P	10/21/16	126200	521048	BUILDING REVIEWS
	09/29/16			223329	P	10/21/16	126200	521048	BUILDING REVIEWS
	09/30/16			223329	P	10/21/16	126200	521048	BUILDING REVIEWS
	10/07/16			223329	P	10/21/16	126200	521048	BUILDING REVIEWS
	10/07/16			223329	P	10/21/16	126200	521048	BUILDING REVIEWS
	10/10/16			223329	P	10/21/16	126200	521048	BUILDING REVIEWS
	10/05/16			223329	P	10/21/16	126200	521048	BUILDING REVIEWS
VENDOR TOTALS				71,457.50	YTD INVOICED			71,457.50	YTD PAID
82 BELL FUELS, INC. 72474 INVOICE: 246785	09/15/16			223330	P	10/21/16	55710	530300	GAS AND OIL

11/01/2016 11:30 VILLAGE OF GLEN ELLYN
maryr PAID WARRANT REPORT

WARRANT: 1016-3

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
72475 INVOICE: 72475 INVOICE: 72475 INVOICE:	09/15/16 246784 09/15/16 246784			223330 223330 223330	P P P	10/21/16 10/21/16 10/21/16	55780 55710 55710	GAS AND OIL GAS AND OIL GAS AND OIL	835.00 562.11 2,124.98
VENDOR TOTALS		21,239.98	YTD INVOICED				21,239.98	YTD PAID	
9879 BREAKTHRU BEVERAGE ILLINOIS, LLC 72476 INVOICE: 72476 INVOICE: 72476 INVOICE:	10/13/16 1013378971 10/13/16 1013378971			223331 223331 223331	P P P	10/21/16 10/21/16 10/21/16	550 550 550	LIQUOR INVENTORY NA BEVERAGES INVENTORY NA BEVERAGES INVENTORY	967.38 17.50 984.88
VENDOR TOTALS		23,392.79	YTD INVOICED				23,392.79	YTD PAID	
10327 BILL BREMER 72429 INVOICE: 72429 INVOICE: 72429 INVOICE:	10/18/16 HMR101816 10/18/16 HMR101816			223332 223332 223332	P P P	10/21/16 10/21/16 10/21/16	5010 500 5010	MISCELLANEOUS REVENUE HYDRANT METER DEPOSITS METERED WATER REVENUE	-50.00 550.00 -19.60
VENDOR TOTALS		480.40	YTD INVOICED				480.40	YTD PAID	
5354 UNITED COMMUNICATION SYSTEMS 72436 INVOICE: 72436 INVOICE: 72436 INVOICE:	10/15/16 72436 10/15/16 72436			223333 223333 223333	P P P	10/21/16 10/21/16 10/21/16	134100 134200 134300	TELECOMMUNICATIONS TELECOMMUNICATIONS TELECOMMUNICATIONS	16.71 160.88 31.34
72436 INVOICE: 72436 INVOICE: 72436 INVOICE:	10/15/16 72436 10/15/16 72436			223333 223333 223333	P P P	10/21/16 10/21/16 10/21/16	143100 121400 50100	TELECOMMUNICATIONS TELECOMMUNICATIONS TELECOMMUNICATIONS	412.16 1,880.60 229.23
72436 INVOICE: 72436 INVOICE: 72436 INVOICE:	10/15/16 72436 10/15/16 72436			223333 223333 223333	P P P	10/21/16 10/21/16 10/21/16	50200 50200 121600	TELECOMMUNICATIONS TELECOMMUNICATIONS TELECOMMUNICATIONS	158.05 49.23 3.00
72436 INVOICE: 72436 INVOICE: 72436 INVOICE:	10/15/16 72436 10/15/16 72436			223333 223333 223333	P P P	10/21/16 10/21/16 10/21/16	55710 55720 55730	TELECOMMUNICATIONS TELECOMMUNICATIONS TELECOMMUNICATIONS	-134.68 100.00 111.52
72436 INVOICE: 72436 INVOICE: 72436 INVOICE:	10/15/16 72436 10/15/16 72436			223333 223333 223333	P P P	10/21/16 10/21/16 10/21/16	55750 135100 135100	TELECOMMUNICATIONS TELECOMMUNICATIONS TELECOMMUNICATIONS	265.90

11/01/2016 11:30

VILLAGE OF GLEN ELLYN
PAID WARRANT REPORT

WARRANT: 1016-3

TO FISCAL 2016/10 01/01/2016 TO 12/31/2016

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	3
INVOICE: 72436 72436	10/15/16			223333	P	10/21/16	55720	521195	454.60
INVOICE: 72436	10/13/16								
VENDOR TOTALS		36,659.75	YTD INVOICED					36,659.75	YTD PAID
120 CANON SOLUTIONS AMERICA, INC 72485	10/13/16			223334	P	10/21/16	121400	520901	117.00
INVOICE: 16596158									
VENDOR TOTALS		2,273.20	YTD INVOICED					2,273.20	YTD PAID
147 CHICAGO DISTRICT GOLF ASSN. 72523	10/14/16			223335	P	10/21/16	55720	520950	880.00
INVOICE: 2138-135									
72523	10/14/16			223335	P	10/21/16	550	120225	-650.00
INVOICE: 2138-135									
VENDOR TOTALS		10,456.00	YTD INVOICED					10,456.00	YTD PAID
5431 CHICAGO METROPOLITAN FIRE PREVENTION CO. 72484	10/01/16			223336	P	10/21/16	121600	521055	214.50
INVOICE: IN00143609									
VENDOR TOTALS		17,866.75	YTD INVOICED					17,866.75	YTD PAID
10329 GEORGE CHIVARI 72441	10/14/16			223337	P	10/21/16	100	240100	500.00
INVOICE: 20161547									
VENDOR TOTALS		500.00	YTD INVOICED					500.00	YTD PAID
5514 DAVID ALAN CHRISTENSEN 72442	10/14/16			223338	P	10/21/16	100	240100	5,555.00
INVOICE: 20140786									
VENDOR TOTALS		5,555.00	YTD INVOICED					5,555.00	YTD PAID
10328 MICHAEL/ESTHER CHUNG 72440	09/26/16			223339	P	10/21/16	100	240100	500.00
INVOICE: 20161630									
VENDOR TOTALS		500.00	YTD INVOICED					500.00	YTD PAID
1076 CINTAS CORPORATION NO 2 72496	09/29/16			223340	P	10/21/16	121300	521075	71.60
INVOICE: F9400155682									
VENDOR TOTALS		1,205.01	YTD INVOICED					1,205.01	YTD PAID
6831 CLARK BAIRD SMITH LLP/FKA-SGDB LAW FIRM LLP									71.60

11/01/2016 11:30
maryrVILLAGE OF GLEN ELLYN
PAID WARRANT REPORT

WARRANT: 1016-3

P 4
appdwarr
TO FISCAL 2016/10 01/01/2016 TO 12/31/2016

VENDOR NAME DOCUMENT	INV DATE VOUCHER PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
72483 INVOICE: 7748	10/03/16	223341	P	10/21/16	121200	520701	LEGAL - HUMAN RESOURCES
VENDOR TOTALS	4,573.75 YTD INVOICED					4,573.75 YTD PAID	1,361.25
7273 CMS COMMUNICATIONS, INC. 72443 10/14/16 INVOICE: DEPOSIT-IN	20160065	223342	P	10/21/16	40000	580100 15005	POLICE STATION
VENDOR TOTALS	24,923.30 YTD INVOICED					24,923.30 YTD PAID	17,969.86
10333 E PARTNERS CWS, INC 72477 08/10/16 INVOICE: 3878		223343	P	10/21/16	550	150305	NA BEVERAGES INVENTORY
VENDOR TOTALS	54.00 YTD INVOICED					54.00 YTD PAID	54.00
175 COMMONWEALTH EDISON COMPANY 72437 10/13/16 INVOICE: 72437		223344	P	10/21/16	121600	521200	UTILITIES
72438 10/06/16 INVOICE: 72438		223345	P	10/21/16	40000	580100	CONSTRUCTION PROJECTS
72439 10/10/16 INVOICE: 72439		223345	P	10/21/16	40000	580100 15005	POLICE STATION
72478 09/13/16 INVOICE: 72478		223344	P	10/21/16	55710	521200	UTILITIES
72478 09/13/16 INVOICE: 72478		223344	P	10/21/16	55720	521200	UTILITIES
72478 09/13/16 INVOICE: 72478		223344	P	10/21/16	55730	521200	UTILITIES
72479 10/12/16 INVOICE: 72479		223344	P	10/21/16	21000	521190	STREET LIGHTING/ENERGY CO
72480 10/13/16 INVOICE: 72480		223344	P	10/21/16	143300	520915	ESDA EXPENSE
72480 10/13/16 INVOICE: 72480		223344	P	10/21/16	21000	521190	STREET LIGHTING/ENERGY CO
72486 10/07/16 INVOICE: 72486		223344	P	10/21/16	53000	521200	UTILITIES
72487 10/07/16 INVOICE: 72487		223345	P	10/21/16	50200	521200	UTILITIES
72488 10/07/16 INVOICE: 72488		223345	P	10/21/16	50100	521200	UTILITIES
72489 10/10/16 INVOICE: 72489		223345	P	10/21/16	50100	521200	UTILITIES
72490 10/10/16 INVOICE: 72490		223345	P	10/21/16	50200	521200	UTILITIES
72491 10/10/16 INVOICE: 72491		223345	P	10/21/16	21000	521190	STREET LIGHTING/ENERGY CO
72492 10/07/16 INVOICE: 72492		223345	P	10/21/16	50200	521200	UTILITIES

11/01/2016 11:30 VILLAGE OF GLEN ELLYN
maryr PAID WARRANT REPORT
WARRANT: 1016-3

TO FISCAL 2016/10 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: 72492	10/07/16			223345	P	10/21/16	50100	UTILITIES	695.30
INVOICE: 72493	10/07/16			223345	P	10/21/16	50200	UTILITIES	32.60
INVOICE: 72494	10/07/16			223345	P	10/21/16	21000	STREET LIGHTING/ENERGY CO	47.00
INVOICE: 72495	10/10/16								
INVOICE: 72495	10/10/16								
VENDOR TOTALS				136,312.23	YTD INVOICED		136,312.23	YTD PAID	8,568.60
7757 CHRISTINA COYLE	10/18/16			223346	P	10/21/16	122100	TRAVEL	146.30
INVOICE: ER102016	10/18/16								
VENDOR TOTALS				777.36	YTD INVOICED		777.36	YTD PAID	146.30
3449 CRUISE BOILER AND REPAIR CO., INC.	10/10/16			223347	P	10/21/16	121300	MAINTENANCE-BUILDING & GR	2,960.00
INVOICE: 21871	10/10/16								
VENDOR TOTALS				2,960.00	YTD INVOICED		2,960.00	YTD PAID	2,960.00
10330 DARLENE DAVIS	10/14/16			223348	P	10/21/16	1000	MISCELLANEOUS REVENUE	35.00
INVOICE: 101816	10/14/16								
VENDOR TOTALS				35.00	YTD INVOICED		35.00	YTD PAID	35.00
241 DU-COMM	10/01/16			223349	P	10/21/16	135200	DU-COMM	26,899.80
INVOICE: 15864	10/01/16								
INVOICE: 15864	10/01/16			223349	P	10/21/16	135100	DU-COMM	6,724.95
VENDOR TOTALS				554,015.00	YTD INVOICED		554,015.00	YTD PAID	33,624.75
9549 DUNBAR ARMORED INC	10/01/16			223350	P	10/21/16	122200	BANKING SERVICES	68.21
INVOICE: 3860416	10/01/16								
INVOICE: 3860416	10/01/16			223350	P	10/21/16	50100	BANKING SERVICES	68.21
INVOICE: 3860416	10/01/16			223350	P	10/21/16	50200	BANKING SERVICES	68.21
INVOICE: 3860416	10/01/16			223350	P	10/21/16	54000	BANKING SERVICES	68.21
VENDOR TOTALS				2,600.22	YTD INVOICED		2,600.22	YTD PAID	272.84
10325 JEANNIE M EMERSON	10/17/16			223351	P	10/21/16	4000	REAL ESTATE TRANSFER TAX	840.00
INVOICE: TXR101816	10/17/16								

11/01/2016 11:30 VILLAGE OF GLEN ELLYN
maryr PAID WARRANT REPORT

WARRANT: 1016-3

TO FISCAL 2016/10 01/01/2016 TO 12/31/2016
6
appdwarr

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS		840.00		YTD INVOICED			840.00	YTD PAID	840.00
291 EUCLID BEVERAGE, LTD 72497 INVOICE: 6929008373	10/13/16			223352	P	10/21/16	550	150303	BEER INVENTORY
VENDOR TOTALS		41,950.33		YTD INVOICED			42,138.33	YTD PAID	1,682.20
299 FAULKES BROS. CONSTRUCTION, INC. 72498 INVOICE: 231017	09/23/16			223353	P	10/21/16	55710	530435	SOD SEED SAND & GRAVEL
VENDOR TOTALS		3,354.35		YTD INVOICED			3,354.35	YTD PAID	1,189.85
9692 LOUIS GLUNZ BEER, INC. 72499 INVOICE: 918353 72500 INVOICE: 918354 72501 INVOICE: 916363 72502 INVOICE: 916362	10/14/16			223354	P	10/21/16	550	150303	BEER INVENTORY
	10/14/16			223354	P	10/21/16	550	150305	NA BEVERAGES INVENTORY
	10/07/16			223354	P	10/21/16	550	150305	NA BEVERAGES INVENTORY
	10/07/16			223354	P	10/21/16	550	150303	BEER INVENTORY
VENDOR TOTALS		8,704.38		YTD INVOICED			8,704.38	YTD PAID	208.50
4739 GORDON FOOD SERVICE, INC. 72504 INVOICE: 173409154 72504 INVOICE: 173409154 72504 INVOICE: 173409154 72504 INVOICE: 173409154	10/13/16			223355	P	10/21/16	550	150301	FOOD INVENTORY
	10/13/16			223355	P	10/21/16	550	150305	NA BEVERAGES INVENTORY
	10/13/16			223355	P	10/21/16	55730	530105	OPERATING SUPPLIES
	10/13/16			223355	P	10/21/16	55720	530105	OPERATING SUPPLIES
VENDOR TOTALS		25,742.25		YTD INVOICED			25,742.25	YTD PAID	573.86
7688 JAMES V GRUTZMACHER 72503 INVOICE: 1871 72503 INVOICE: 1871	10/14/16			223356	P	10/21/16	550	150301	FOOD INVENTORY
	10/14/16			223356	P	10/21/16	550	150305	NA BEVERAGES INVENTORY
VENDOR TOTALS		3,676.00		YTD INVOICED			3,676.00	YTD PAID	190.00
10282 HEARTLAND BEVERAGE, LLC 72506 INVOICE: 11842	10/17/16			223357	P	10/21/16	550	150303	BEER INVENTORY

11/01/2016 11:30 VILLAGE OF GLEN ELLYN
maryr PAID WARRANT REPORT

WARRANT: 1016-3

P 7
appdwarr
TO FISCAL 2016/10 01/01/2016 TO 12/31/2016

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS		1,252.00	YTD INVOICED				1,252.00	YTD PAID	342.00
6405 HIGHLAND BAKING CO	10/13/16								
72507 INVOICE:	1187960			223358	P	10/21/16	550	150301	FOOD INVENTORY
72508 INVOICE:	09/28/16			223358	P	10/21/16	550	150301	FOOD INVENTORY
72509 INVOICE:	1177610			223358	P	10/21/16	550	150301	FOOD INVENTORY
72510 INVOICE:	10/14/16			223358	P	10/21/16	550	150301	FOOD INVENTORY
72511 INVOICE:	1188941			223358	P	10/21/16	550	150301	FOOD INVENTORY
72512 INVOICE:	10/15/16			223358	P	10/21/16	550	150301	FOOD INVENTORY
72513 INVOICE:	10/16/16			223358	P	10/21/16	550	150301	FOOD INVENTORY
72514 INVOICE:	1190138			223358	P	10/21/16	550	150301	FOOD INVENTORY
72515 INVOICE:	10/17/16			223358	P	10/21/16	550	150301	FOOD INVENTORY
72516 INVOICE:	1190718			223358	P	10/21/16	550	150301	FOOD INVENTORY
72517 INVOICE:	10/18/16			223358	P	10/21/16	550	150301	FOOD INVENTORY
72518 INVOICE:	1191449			223358	P	10/21/16	550	150301	FOOD INVENTORY
72519 INVOICE:	10/19/16			223358	P	10/21/16	550	150301	FOOD INVENTORY
72520 INVOICE:	1192155			223358	P	10/21/16	550	150301	FOOD INVENTORY
VENDOR TOTALS		29,857.71	YTD INVOICED				29,857.71	YTD PAID	762.03
391 HORNUNGS GOLF PRODUCTS, INC.									
72505 INVOICE:	09/28/16			223359	P	10/21/16	550	150300	PRO SHOP INVENTORY
72506 INVOICE:	398112			223359	P	10/21/16	550	150300	PRO SHOP INVENTORY
VENDOR TOTALS		5,522.77	YTD INVOICED				5,522.77	YTD PAID	168.95
5988 HR SIMPLIFIED									
72515 INVOICE:	10/12/16			223360	P	10/21/16	60000	520885	LIABILITY INSURANCE - MIC
72516 INVOICE:	48546			223360	P	10/21/16	60000	520885	LIABILITY INSURANCE - MIC
VENDOR TOTALS		2,154.53	YTD INVOICED				2,154.53	YTD PAID	148.51
7762 STEPHEN HUGHES									
72516 INVOICE:	10/12/16			223361	P	10/21/16	50100	520625	TRAVEL
72517 INVOICE:	ER102016			223361	P	10/21/16	50200	520625	TRAVEL
72518 INVOICE:	10/12/16			223361	P	10/21/16	50200	520625	TRAVEL
72519 INVOICE:	ER102016			223361	P	10/21/16	50200	520625	TRAVEL
VENDOR TOTALS		128.60	YTD INVOICED				128.60	YTD PAID	20.00
2284 JP MORGAN CHASE BANK									
72517 INVOICE:	10/06/16			223362	P	10/21/16	134300	530105	OPERATING SUPPLIES
72518 INVOICE:	SB759419-I1			223362	P	10/21/16	134300	530105	OPERATING SUPPLIES
VENDOR TOTALS		133.36	YTD INVOICED				133.36	YTD PAID	42.76
6984 JRH PROPERTIES LLC									
72449 INVOICE:	10/17/16			223363	P	10/21/16	500	240205	HYDRANT METER DEPOSITS
72450 INVOICE:	10/17/16			223363	P	10/21/16	500	240205	HYDRANT METER DEPOSITS
VENDOR TOTALS		500.00	YTD INVOICED				500.00	YTD PAID	500.00

11/01/2016 11:30 VILLAGE OF GLEN ELLYN
maryr PAID WARRANT REPORT

WARRANT: 1016-3

TO FISCAL 2016/10 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: HMR101816								
VENDOR TOTALS			500.00	YTD			INVOICED	500.00 YTD PAID
500 JULIE, INC. 72518 INVOICE: 102016	09/30/16			223364	P	10/21/16	50100	JULIE
VENDOR TOTALS			8,488.33	YTD			INVOICED	8,488.33 YTD PAID
2746 LANGUAGE LINE SERVICES, INC 72521 INVOICE: 3926434	09/30/16			223365	P	10/21/16	134200	DUES-SUBSCRIPTIONS-REG FE
VENDOR TOTALS			591.81	YTD			INVOICED	591.81 YTD PAID
8983 ANDREW WOOD INC 72519 INVOICE: 400274	10/15/16			223366	P	10/21/16	55720	MARKETING
VENDOR TOTALS			19,250.00	YTD			INVOICED	19,250.00 YTD PAID
1197 LEOPARDO COMPANIES, INC. 72450 INVOICE: 44686	10/04/16		20160001	223367	P	10/21/16	40000	580100 15005 POLICE STATION
VENDOR TOTALS			2,163,580.00	YTD			INVOICED	2,163,580.00 YTD PAID
8720 THE LOCK PROS, INC 72520 INVOICE: 11282	09/13/16			223368	P	10/21/16	55735	MAINTENANCE-BUILDING & GR
VENDOR TOTALS			921.00	YTD			INVOICED	921.00 YTD PAID
4316 MDS TECHNOLOGIES, INC 72528 INVOICE: 16357	09/30/16		20160040	223369	P	10/21/16	40000	580160 16001 2016 PAVEMENT CONDITION I
VENDOR TOTALS			17,750.00	YTD			INVOICED	17,750.00 YTD PAID
602 MICROSYSTEMS, INC. 72451 INVOICE: 1000075385	09/16/16			223370	P	10/21/16	126100	PROFESSIONAL SERVICES - O
VENDOR TOTALS			3,462.10	YTD			INVOICED	3,462.10 YTD PAID
8668 MID-WEST INSTITUTIONAL FOODS DISTRIBUTORS, INC 72524 INVOICE: 617437	10/19/16			223371	P	10/21/16	550	FOOD INVENTORY
72525 INVOICE: 614676	10/14/16			223371	P	10/21/16	550	FOOD INVENTORY

11/01/2016 11:30
maryr

VILLAGE OF GLEN ELLYN
PAID WARRANT REPORT

WARRANT: 1016-3

TO FISCAL 2016/10 01/01/2016 TO 12/31/2016

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
72526 INVOICE: 615449 72527 INVOICE: 615868	10/15/16 615449 10/17/16 615868			223371	P	10/21/16	550	150301	338.4
				223371	P	10/21/16	550	150301	175.6
VENDOR TOTALS			60,488.13	YTD INVOICED				60,488.13	YTD PAID
615 MIZUNO USA, INC. 72522 INVOICE: 4659970 RI	11/30/15 4659970 RI			223372	P	10/21/16	55720	530105	414.0
VENDOR TOTALS			9,355.15	YTD INVOICED				9,355.15	YTD PAID
7646 MONDI CONSTRUCTION, INC. 72563 INVOICE: 1313 72563 INVOICE: 1313 72563 INVOICE: 1313	09/27/16 1313 09/27/16 1313 09/27/16 1313		20160028 20160028 20160028	223373	P	10/21/16	40000 40000 50100	520990 580155 16003 2016 SIDEWALK IMPROVEMENT 520985	2,344.5 49,355.7 2,489.4
VENDOR TOTALS			64,747.28	YTD INVOICED				64,747.28	YTD PAID
10326 DANA NELSON 72452 INVOICE: TXR101816	10/17/16 TXR101816			223374	P	10/21/16	4000	410600	1,491.00
VENDOR TOTALS			1,491.00	YTD INVOICED				1,491.00	YTD PAID
488 JOHN NERI CONSTRUCTION CO. 72560 INVOICE: 102016 72560 INVOICE: 102016 72560 INVOICE: 102016	10/10/16 102016 10/10/16 102016 10/10/16 102016		20160044 20160044 20160044	223375	P	10/21/16	40000 50100 50200	580160 16006 ELM-OAK IMPROVEMENTS 580100 16006 ELM-OAK IMPROVEMENTS 580100 16006 ELM-OAK IMPROVEMENTS	65,162.70 177,211.80 194,944.50
VENDOR TOTALS			1,144,714.74	YTD INVOICED				1,144,714.74	YTD PAID
8790 A NEW DAIRY CO, INC 72533 INVOICE: 1513037 72533 INVOICE: 1513037 72534 INVOICE: 1513472 72534 INVOICE: 1513472	10/14/16 1513037 10/14/16 1513037 10/18/16 1513472 10/18/16 1513472			223376	P	10/21/16	550 550 550 550	150301 150305 150301 150305	167.07 26.92 80.95 28.78
VENDOR TOTALS			25,319.95	YTD INVOICED				25,319.95	YTD PAID
									303.72

TO FISCAL 2016/10 01/01/2016 TO 12/31/2016

Packet Pg. 31

11/01/2016 11:30 VILLAGE OF GLEN ELLYN
maryr PAID WARRANT REPORT
WARRANT: 1016-3

11/01/2016 TO FISCAL 2016/10 01/01/2016 TO 12/31/2016
P appdwari

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
72536 INVOICE: 857946666001	08/17/16			223382	P	10/21/16	134300	530100 OFFICE SUPPLIES	.93
72536 INVOICE: 857946666001	08/17/16			223382	P	10/21/16	126100	530100 OFFICE SUPPLIES	19.62
72536 INVOICE: 857946666001	08/17/16			223382	P	10/21/16	126200	530100 OFFICE SUPPLIES	10.88
72536 INVOICE: 857946666001	08/17/16			223382	P	10/21/16	126500	530100 OFFICE SUPPLIES	3.59
VENDOR TOTALS				9,759.19	YTD INVOICED			9,759.19 YTD PAID	115.94
670 DAVID B COULTER 72538 INVOICE: 102016	10/02/16			223383	P	10/21/16	40000	580160 ELM-OAK IMPROVEMENTS	151.11
72538 INVOICE: 102016	10/02/16			223383	P	10/21/16	50100	580100 ELM-OAK IMPROVEMENTS	37.78
72538 INVOICE: 102016	10/02/16			223383	P	10/21/16	50200	580100 ELM-OAK IMPROVEMENTS	62.91
VENDOR TOTALS				10,940.37	YTD INVOICED			10,940.37 YTD PAID	251.80
700 THE PITNEY BOWES BANK INC 72465 INVOICE: 101816	10/18/16			17593	W	10/21/16	122100	520900 POSTAGE & SHIPPING	2,000.00
VENDOR TOTALS				20,000.00	YTD INVOICED			20,000.00 YTD PAID	2,000.00
6994 PITNEY BOWES, INC 72453 INVOICE: 1002093704	10/05/16			223384	P	10/21/16	121100	530100 OFFICE SUPPLIES	84.79
VENDOR TOTALS				1,724.14	YTD INVOICED			1,724.14 YTD PAID	84.79
703 PLANNING RESOURCES, INC. 72458 INVOICE: 12245	09/26/16			223385	P	10/21/16	126200	521047 FORESTRY AND LANDSCAPING	2,170.00
VENDOR TOTALS				27,977.90	YTD INVOICED			27,977.90 YTD PAID	2,170.00
8440 THOMAS W POPE 72468 INVOICE: 102016	10/20/16			223324	P	10/20/16	55730	520904 ENTERTAINMENT	200.00
VENDOR TOTALS				3,000.00	YTD INVOICED			3,000.00 YTD PAID	200.00
6552 PROVANTAGE CORPORATION 72454 INVOICE: 7774930	10/11/16			223386	P	10/21/16	121400	570110 COMPUTER EQUIPMENT/PROJEC	658.00
72455 INVOICE: 7775315	10/11/16			223386	P	10/21/16	121400	530105 OPERATING SUPPLIES	45.79
72456 INVOICE: 1005/16	10/05/16			223386	P	10/21/16	121400	570110 COMPUTER EQUIPMENT/PROJEC	42.49

11/01/2016 11:30 VILLAGE OF GLEN ELLYN
maryr PAID WARRANT REPORT
WARRANT: 1016-3

12
P
appdwarr
TO FISCAL 2016/10 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: 7771766 72457 10/11/16 INVOICE: 7775496				223386	P	10/21/16	121400 530105	OPERATING SUPPLIES	175.00
VENDOR TOTALS				18,276.45	YTD	INVOICED	18,276.45	YTD PAID	921.21
6514 REPUBLIC SERVICES, INC. 72459 09/30/16 INVOICE: 551-012931702 72459 09/30/16 INVOICE: 551-012931702 72459 09/30/16 INVOICE: 551-012931702				223387	P	10/21/16	150110 150100 150120	BFI STICKER INVENTORY - Y BFI STICKER INVENTORY - R BFI STICKER INVENTORY - L	10,000.00 3,750.00 5,355.00
VENDOR TOTALS				1,000,994.27	YTD	INVOICED	1,000,994.27	YTD PAID	19,105.00
6093 SCHAMBERGER BROTHERS, INC 72539 10/14/16 INVOICE: 405046				223388	P	10/21/16	150303	BEER INVENTORY	514.6
VENDOR TOTALS				15,232.50	YTD	INVOICED	15,232.50	YTD PAID	514.6
10331 PAUL SCHNEEWEISS 72466 10/19/16 INVOICE: 72466				223389	P	10/21/16	120210	ACCOUNTS REC'D - UTILITY BI	530.00
VENDOR TOTALS				530.00	YTD	INVOICED	530.00	YTD PAID	530.00
141 SENTRY SECURITY 72545 06/01/16 INVOICE: 189137				223390	P	10/21/16	121600 521055	PROFESSIONAL SERVICES - O	192.39
VENDOR TOTALS				577.17	YTD	INVOICED	577.17	YTD PAID	192.39
3571 HARRY C SMITH LTD 72544 10/13/16 INVOICE: 1020				223391	P	10/21/16	121700 520705	LEGAL - PROSECUTORIAL SER	9,524.75
VENDOR TOTALS				68,066.17	YTD	INVOICED	68,066.17	YTD PAID	9,524.75
10181 SOUTHERN GLAZER'S WINE AND SPIRITS, LLC 72541 10/13/16 INVOICE: 1238560 72541 10/13/16 INVOICE: 1238560				223392	P	10/21/16	150302 150304	LIQUOR INVENTORY WINE INVENTORY	873.90 2,742.14
VENDOR TOTALS				29,960.30	YTD	INVOICED	29,960.30	YTD PAID	3,616.04
823 SUBURBAN BUILDING OFFICIALS CONFERENCE 72426 10/18/16 INVOICE: 101816				223323	P	10/18/16	126200 520620	EMPLOYEE EDUCATION	60.00

11/01/2016 11:30
maryrVILLAGE OF GLEN ELLYN
PAID WARRANT REPORTP
appdw

TO FISCAL 2016/10 01/01/2016 TO 12/31/201

WARRANT: 1016-3

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS				965.00	YTD	INVOICED		965.00	YTD PAID
835 SUPERIOR BEVERAGE CO. 72540	10/14/16			223393	P	10/21/16	550	150303	BEER INVENTORY
INVOICE: 684361									447.1
VENDOR TOTALS				16,333.23	YTD	INVOICED		16,216.43	YTD PAID
844 SYSCO FOOD SERV - CHICAGO, INC 72542	10/13/16			223394	P	10/21/16	550	150301	FOOD INVENTORY
INVOICE: 610131794									1,355.4
72542	10/13/16			223394	P	10/21/16	55730	530105	OPERATING SUPPLIES
INVOICE: 610131794									136.3
72542	10/13/16			223394	P	10/21/16	55720	530105	OPERATING SUPPLIES
INVOICE: 610131794									22.9
72543	10/13/16			223394	P	10/21/16	550	150301	FOOD INVENTORY
INVOICE: 610131793									861.3
72543	10/13/16			223394	P	10/21/16	550	150305	NA BEVERAGES INVENTORY
INVOICE: 610131793									51.1
72543	10/13/16			223394	P	10/21/16	55730	530410	DRY GOODS
INVOICE: 610131793									85.4
VENDOR TOTALS				167,123.42	YTD	INVOICED		167,123.42	YTD PAID
10324 ROBERT H SZERLONG 72460	10/17/16			223395	P	10/21/16	4000	410600	REAL ESTATE TRANSFER TAX
INVOICE: TXR101816									447.00
VENDOR TOTALS				447.00	YTD	INVOICED		447.00	YTD PAID
854 TERRACE SUPPLY COMPANY 72546	08/31/16			223396	P	10/21/16	55715	530105	OPERATING SUPPLIES
INVOICE: 968317									13.64
VENDOR TOTALS				452.35	YTD	INVOICED		452.35	YTD PAID
865 ACUSHNET COMPANY 72547	09/27/16			223397	P	10/21/16	550	150300	PRO SHOP INVENTORY
INVOICE: 903131371									4,095.24
72548	10/14/16			223397	P	10/21/16	550	150300	PRO SHOP INVENTORY
INVOICE: 903192857									88.36
72549	09/26/16			223397	P	10/21/16	550	150300	PRO SHOP INVENTORY
INVOICE: 903124810									141.79
72550	10/04/16			223397	P	10/21/16	550	150300	PRO SHOP INVENTORY
INVOICE: 903155393									325.13
72551	09/22/16			223397	P	10/21/16	550	150300	PRO SHOP INVENTORY
INVOICE: 903113539									131.11
VENDOR TOTALS				112,122.44	YTD	INVOICED		112,122.44	YTD PAID
									4,781.63

11/01/2016 11:30
maryrVILLAGE OF GLEN ELLYN
PAID WARRANT REPORT

WARRANT: 1016-3

P 14
appdwarr
TO FISCAL 2016/10 01/01/2016 TO 12/31/2016

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
1007 TYLER TECHNOLOGIES, INC. 72462 INVOICE: 45-172121	09/30/16	20160061		223398	P	10/21/16	122100	EQUIPMENT/CAPITAL OUTLAY	20,000.00
VENDOR TOTALS		100,312.94	YTD INVOICED				100,312.94	YTD PAID	20,000.00
884 U.S. FOODSERVICE, INC. 72552 INVOICE: 704659	10/13/16			223399	P	10/21/16	550	FOOD INVENTORY	107.33
72553 INVOICE: 747284	10/14/16			223399	P	10/21/16	550	FOOD INVENTORY	1,319.28
72554 INVOICE: 805619	10/17/16			223399	P	10/21/16	550	FOOD INVENTORY	769.58
72554 INVOICE: 805619	10/17/16			223399	P	10/21/16	55730	OPERATING SUPPLIES	27.12
72554 INVOICE: 805619	10/17/16			223399	P	10/21/16	55730	DRY GOODS	19.78
72555 INVOICE: 810055	10/17/16			223399	P	10/21/16	55730	OPERATING SUPPLIES	90.10
VENDOR TOTALS		148,981.11	YTD INVOICED				148,981.11	YTD PAID	2,333.17
915 VERIZON WIRELESS SERVICES LLC 72556 INVOICE: 9772951622	10/01/16			223400	P	10/21/16	134200	TELECOMMUNICATIONS	597.68
72556 INVOICE: 9772951622	10/01/16			223400	P	10/21/16	121300	TELECOMMUNICATIONS	39.90
72556 INVOICE: 9772951622	10/01/16			223400	P	10/21/16	126100	TELECOMMUNICATIONS	68.68
72556 INVOICE: 9772951622	10/01/16			223400	P	10/21/16	126200	TELECOMMUNICATIONS	33.84
VENDOR TOTALS		25,385.61	YTD INVOICED				25,385.61	YTD PAID	740.10
1876 VIPOE, INC 72557 INVOICE: 57586	10/12/16			223401	P	10/21/16	126100	OFFICE SUPPLIES	398.99
72558 INVOICE: 57587	10/12/16			223401	P	10/21/16	126200	EQUIPMENT/CAPITAL OUTLAY	388.99
VENDOR TOTALS		3,812.45	YTD INVOICED				3,812.45	YTD PAID	787.98
948 WEST PUBLISHING CORPORATION 72463 INVOICE: 834622515	09/01/16			223402	P	10/21/16	121700	DUES-SUBSCRIPTIONS-REG FE	302.56
72464 INVOICE: 834798568	10/01/16			223402	P	10/21/16	121700	DUES-SUBSCRIPTIONS-REG FE	317.69
VENDOR TOTALS		4,058.89	YTD INVOICED				4,058.89	YTD PAID	620.25
7711 WINDY CITY DISTRIBUTION COMPANY									

11/01/2016 11:30 VILLAGE OF GLEN ELLYN
maryr PAID WARRANT REPORT

WARRANT: 1016-3

TO FISCAL 2016/10 01/01/2016 TO 12/31/201

VENDOR NAME DOCUMENT	INV DATE VOUCHER PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	1 appdwar
72559	10/13/16	223403	P	10/21/16	150301	FOOD INVENTORY	1,098.5
INVOICE: 783245							
VENDOR TOTALS	32,931.10	YTD INVOICED					1,098.5
		32,931.10	YTD PAID				1,098.5
			REPORT TOTALS				1,319,953.8
			COUNT			AMOUNT	
			81			1,317,953.86	
			1			2,000.00	
			TOTAL PRINTED CHECKS				
			TOTAL WIRE TRANSFERS				

P
appdwarr
1611/01/2016 11:30
maryrVILLAGE OF GLEN ELLYN
PAID WARRANT REPORT

TO FISCAL 2016/10 01/01/2016 TO 12/31/2016

WARRANT: 1016-4

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
10344 2 TOOTS TRAIN WHISTLE GRILL 72742 INVOICE: 102716	10/26/16			223405	P	10/28/16	489000	MISCELLANEOUS REVENUE	5.00
VENDOR TOTALS			5.00 YTD INVOICED				5.00 YTD PAID		5.00
2021 A-RELIABLE PRINTING 72675 INVOICE: 18621	10/20/16			223406	P	10/28/16	520905	PRINTING	220.00
VENDOR TOTALS			7,469.11 YTD INVOICED				7,469.11 YTD PAID		220.00
8181 MWSTAR WASTE HOLDINGS CORPORATION 09/30/16 72677 INVOICE: TB0000015029	10/17/16			223407	P	10/28/16	521115	LANDFILL FEES	344.59
VENDOR TOTALS			8,247.27 YTD INVOICED				8,247.27 YTD PAID		344.59
6827 ALFRED BENESCH & COMPANY 72756 INVOICE: 98814	10/17/16			223408	P	10/28/16	580100	TAYLOR AVE PEDESTRIAN TUN	7,100.89
VENDOR TOTALS			27,490.64 YTD INVOICED				27,490.64 YTD PAID		7,100.89
1107 AMERICAN EXPRESS AMEX-137 INVOICE: AMEXREC-90	10/25/16			17676	W	10/28/16	55720	CREDIT CARD FEES	805.94
AMEX-137 INVOICE: AMEXREC-90	10/25/16			17676	W	10/28/16	55730	CREDIT CARD FEES	1,025.66
AMEX-137 INVOICE: AMEXREC-90	10/25/16			17676	W	10/28/16	55750	CREDIT CARD FEES	51.44
VENDOR TOTALS			14,278.73 YTD INVOICED				14,278.73 YTD PAID		1,883.04
9380 ARBORWORKS LLC 72757 INVOICE: 2895	10/20/16			223409	P	10/28/16	54000	BRUSH PICK UP SERVICE	20,500.00
VENDOR TOTALS			167,318.93 YTD INVOICED				167,318.93 YTD PAID		20,500.00
7638 ATLAS BOBCAT, INC 72595 INVOICE: BQ9508	10/13/16			223410	P	10/28/16	65000	PARTS PURCHASED	240.33
VENDOR TOTALS			240.33 YTD INVOICED				240.33 YTD PAID		240.33
6832 POWER UP BATTERIES LLC 72596 INVOICE: 487-277462	10/21/16			223411	P	10/28/16	121400	OPERATING SUPPLIES	41.76

TO FISCAL 2016/10 01/01/2016 TO 12/31/2011

GL ACCOUNT DESCRIPTION

1,940.43 YTD PAID

223412	P	10/28/16	55780	530300	GAS AND OIL
223412	P	10/28/16	55710	530300	GAS AND OIL
223412	P	10/28/16	55710	530300	GAS AND OIL

21,239.98 YTD PAID

223413 P 10/28/16 65000 530310 PARTS PURCHASED

7,760.94 YTD PAID

223414	P	10/28/16	65000	530310	PARTS PURCHASED
223414	P	10/28/16	65000	530310	PARTS PURCHASED
223414	P	10/28/16	65000	530310	PARTS PURCHASED

3,147.09 YTD PAID

222415	P	10/28/16	65000	530300	GAS AND OIL
--------	---	----------	-------	--------	-------------

68.289.60 YTD INVOICED

232416	B 10/28/16	1000	489000	MISCELLANEOUS REVENUE
--------	------------	------	--------	-----------------------

50.00 YTD INVOICED

	ESROWS - DEVELOPER DEPOS
000000	240100
000000	240100

2,000.00 YTD INVOICED

223418 P 10/28/16 550 150301 FOOD INVENTORY

11/01/2016 11:30
maryrVILLAGE OF GLEN ELLYN
PAID WARRANT REPORT

WARRANT: 1016-4

TO FISCAL 2016/10 01/01/2016 TO 12/31/2016

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	YTD PAID	YTD INVOICED
VENDOR TOTALS										
6043 CHICAGO PARTS & SOUND LLC	10/14/16	72602		223419	P	10/28/16	65000	PARTS PURCHASED	4,693.86	4,693.86
INVOICE: 793841	10/14/16	72603		223419	P	10/28/16	65000	PARTS PURCHASED	530310	530310
INVOICE: 793820									530310	530310
VENDOR TOTALS										
9488 CHICAGO TESTING LABORATORY, INC	10/19/16	72685		223420	P	10/28/16	40000	16003 2016 SIDEWALK IMPROVEMENT	8,130.08	8,130.08
INVOICE: 16EG70501									8,130.08	8,130.08
VENDOR TOTALS										
175 COMMONWEALTH EDISON COMPANY	10/05/16	72684		223421	P	10/28/16	21000	STREET LIGHTING/ENERGY CO	940.00	940.00
INVOICE: 72684									940.00	940.00
VENDOR TOTALS										
6974 CUTTER & BUCK	09/20/16	72682		223422	P	10/28/16	55720	OPERATING SUPPLIES	136,312.23	136,312.23
INVOICE: 93518567									136,312.23	136,312.23
VENDOR TOTALS										
204 DAILY HERALD	10/02/16	72620		223423	P	10/28/16	126200	PRINTING	5,644.68	5,644.68
INVOICE: T4453559	10/11/16	72758		223423	P	10/28/16	100	ESCROWS - DEVELOPER DEPOS	520905	520905
INVOICE: T4454230									240100	240100
VENDOR TOTALS										
10336 ANDREW DODGE	10/18/16	72687		223424	P	10/28/16	1000	VEHICLE LICENSES	8,192.80	8,192.80
INVOICE: VR102716									8,192.80	8,192.80
VENDOR TOTALS										
242 DU-KANE ASPHALT CO.	10/16/16	72688		223425	P	10/28/16	143300	OPERATING SUPPLIES, ASPHA	420100	420100
INVOICE: 652									420100	420100
VENDOR TOTALS										
249 DUPAGE COUNTY	09/22/16	72686		223426	P	10/28/16	100	ESCROWS - DEVELOPER DEPOS	13,812.12	13,812.12
									13,812.12	13,812.12

11/01/2016 11:30
maryrVILLAGE OF GLEN ELLYN
PAID WARRANT REPORT

WARRANT: 1016-4

TO FISCAL 2016/10 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: 201609220162
72686 09/22/16
INVOICE: 201609220162
72686 09/22/16
INVOICE: 201609220162

PRINTING
PRINTING

38.0
38.5

VENDOR TOTALS

40,687.68 YTD INVOICED

40,687.68 YTD PAID

188.5

1078 EQUIFAX INFORMATION SVCS LLC

72604 10/17/16
INVOICE: 9963766

PROFESSIONAL SERVICES - O

25.9

VENDOR TOTALS

375.62 YTD INVOICED

375.62 YTD PAID

25.9

8327 ETS CORPORATION

5089825 10/25/16
INVOICE: ETSREC-40
5089825 10/25/16
INVOICE: ETSREC-40
5089825 10/25/16
INVOICE: ETSREC-40

CREDIT CARD FEES
CREDIT CARD FEES
CREDIT CARD FEES

5,345.2
5,613.7
341.1

VENDOR TOTALS

81,795.93 YTD INVOICED

81,795.93 YTD PAID

11,300.18

300 FBINAA - NORTHERN DIVISION

72594 10/25/16
INVOICE: 102516
72594 10/25/16
INVOICE: 102516

DUES-SUBSCRIPTIONS-REG FE
DUES-SUBSCRIPTIONS-REG FE

25.00
25.00

VENDOR TOTALS

350.00 YTD INVOICED

350.00 YTD PAID

50.00

6754 FOREST PRESERVE DISTRICT OF DUPAGE CO

72605 10/20/16
INVOICE: 102516

GAS AND OIL

168.73

VENDOR TOTALS

423.48 YTD INVOICED

423.48 YTD PAID

168.73

7971 MARK FRANZ

72770 10/27/16
INVOICE: ER102716

EMPLOYEE EDUCATION

105.00

VENDOR TOTALS

222.54 YTD INVOICED

222.54 YTD PAID

105.00

9040 GARB ALTERNATIVE SPORTSWEAR INC

72698 09/07/16
INVOICE: 82306
72699 09/06/16
INVOICE: 82287

OPERATING SUPPLIES
OPERATING SUPPLIES

26.27
553.06

11/01/2016 11:30 | VILLAGE OF GLEN ELLYN
maryr | PAID WARRANT REPORT
WARRANT: 1016-4

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
TO FISCAL 2016/10 01/01/2016 TO 12/31/2016									
VENDOR TOTALS		1,356.48	YTD INVOICED				1,356.48	YTD PAID	579.3
10340 KEVIN GERMAN 72700 INVOICE: TXR102716	10/26/16			223431	P	10/28/16	4000	REAL ESTATE TRANSFER TAX	1,725.0
VENDOR TOTALS		1,725.00	YTD INVOICED				1,725.00	YTD PAID	1,725.0
8258 GIS CONSORTIUM 72765 INVOICE: 459	10/25/16			223432	P	10/28/16	121400	PROFESSIONAL SERVICES - O	415.8
72765 INVOICE: 459	10/25/16			223432	P	10/28/16	50100	PROFESSIONAL SERVICES - O	415.8
72765 INVOICE: 459	10/25/16			223432	P	10/28/16	50200	PROFESSIONAL SERVICES - O	415.8
VENDOR TOTALS		1,247.44	YTD INVOICED				1,247.44	YTD PAID	1,247.4
5947 GLEN ELLYN BANK & TRUST 899877 INVOICE: GEBT-92	10/25/16			17678	W	10/28/16	122100	BANKING SERVICES	1,619.1
899877 INVOICE: GEBT-92	10/25/16			17678	W	10/28/16	50100	BANKING SERVICES	277.58
899877 INVOICE: GEBT-92	10/25/16			17678	W	10/28/16	50200	BANKING SERVICES	277.57
899877 INVOICE: GEBT-92	10/25/16			17678	W	10/28/16	54000	BANKING SERVICES	277.57
VENDOR TOTALS		22,695.76	YTD INVOICED				22,695.76	YTD PAID	2,451.91
355 GLEN ELLYN PUBLIC LIBRARY PPRT-86 INVOICE: PPRT-103	10/25/16			17679	W	10/28/16	1000	PPRT	4,531.86
VENDOR TOTALS		29,286.06	YTD INVOICED				29,286.06	YTD PAID	4,531.86
360 GLENBARD W. W. TREATMENT PLT. 3282139 INVOICE: FY16-10	10/25/16			17672	W	10/28/16	50200	PAYMENT TO GWA	294,001.08
VENDOR TOTALS		2,833,512.16	YTD INVOICED				2,833,512.16	YTD PAID	294,001.08
9692 LOUIS GLUNZ BEER, INC 72693 INVOICE: 920222	10/21/16			223433	P	10/28/16	550	BEER INVENTORY	38.99
VENDOR TOTALS		8,704.38	YTD INVOICED				8,704.38	YTD PAID	38.99
4739 GORDON FOOD SERVICE, INC. 72697	10/20/16			223434	P	10/28/16	550	FOOD INVENTORY	72.1

11/01/2016 11:30 VILLAGE OF GLEN ELLYN
maryr PAID WARRANT REPORT

P 21
appdwarr

TO FISCAL 2016/10 01/01/2016 TO 12/31/2016

WARRANT: 1016-4

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
INVOICE: 173562794	10/20/16			223434	P	10/28/16	550	150305	NA BEVERAGES INVENTORY
INVOICE: 173562794	10/20/16			223434	P	10/28/16	55730	530105	OPERATING SUPPLIES
INVOICE: 173562794	10/20/16			223434	P	10/28/16	55720	530105	OPERATING SUPPLIES
VENDOR TOTALS				25,742.25	YTD	INVOICED		25,742.25	YTD PAID
10346 GOVTEMPSUSA, LLC	09/29/16			223435	P	10/28/16	143100	521055	PROFESSIONAL SERVICES - O
INVOICE: 2078958	10/13/16			223435	P	10/28/16	143100	521055	PROFESSIONAL SERVICES - O
INVOICE: 2090254	10/13/16			223435	P	10/28/16	143100	521055	PROFESSIONAL SERVICES - O
VENDOR TOTALS				6,249.60	YTD	INVOICED		6,249.60	YTD PAID
10334 THE GREAT AMERICAN LANDSCAPING, INC	10/19/16			223436	P	10/28/16	50200	520985	MAINTENANCE-R.O.W.
INVOICE: 1144	10/12/16			223436	P	10/28/16	45000	570105	CIVIC CENTER RENOVATION
INVOICE: 1147	10/19/16			223436	P	10/28/16	143300	520970	MAINTENANCE-BUILDING & GR
VENDOR TOTALS				12,040.00	YTD	INVOICED		12,040.00	YTD PAID
7955 JULIUS HANSEN	10/20/16			223437	P	10/28/16	143100	521055	PROFESSIONAL SERVICES - O
INVOICE: ER102716								146.50	YTD PAID
VENDOR TOTALS									60.00
9598 TMB ENTERPRISES LLC	10/06/16			223438	P	10/28/16	550	150300	PRO SHOP INVENTORY
INVOICE: 673341								269.51	YTD PAID
VENDOR TOTALS									269.51
4547 HD SUPPLY WATERWORKS, LTD.	10/14/16			223439	P	10/28/16	50200	521010	MAINTENANCE-SANITARY SEWE
INVOICE: G279279								18,376.44	YTD PAID
VENDOR TOTALS									162.00
9766 HEARTLAND	10/25/16			17673	W	10/28/16	50100	520835	BANKING SERVICES
INVOICE: HEARTLAND-12									417.78

11/01/2016 11:30 VILLAGE OF GLEN ELLYN
maryr PAID WARRANT REPORT
WARRANT: 1016-4

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
6387611 INVOICE: HEARTLAND-12 6387611 INVOICE: HEARTLAND-12 VENDOR TOTALS	10/25/16 HEARTLAND-12 10/25/16 HEARTLAND-12			17673 17673	W W	10/28/16 10/28/16	520835 520835	BANKING SERVICES BANKING SERVICES	417. 417. 1,253.
10341 WILLIAM HEITZ 72707 INVOICE: 102716 VENDOR TOTALS	10/26/16 10/2716			223440	P	10/28/16	40000	580155 16003 2016 SIDEWALK IMPROVEMENT	62.
1591 HOTS OF CHICAGO, INC. 72607 INVOICE: 52999 VENDOR TOTALS	10/14/16 10/14/16			223441	P	10/28/16	65000	520970 MAINTENANCE-BUILDING & GR	62. 266. 266.
6405 HIGHLAND BAKING CO 72701 INVOICE: 1192748 72702 INVOICE: 1193593 72703 INVOICE: 1196308 72704 INVOICE: 1195316 72705 INVOICE: 1194462 VENDOR TOTALS	10/20/16 1192748 10/21/16 1193593 10/25/16 1196308 10/24/16 1195316 10/22/16 1194462			223442 223442 223442 223442 223442	P P P P P	10/28/16 10/28/16 10/28/16 10/28/16 10/28/16	550 550 550 550 550	FOOD INVENTORY FOOD INVENTORY FOOD INVENTORY FOOD INVENTORY FOOD INVENTORY	20. 47.89 23.45 34.46 311.25 437.43
960 WILLIAM HOLMER 72772 INVOICE: ER102816 VENDOR TOTALS	10/28/16 10/28/16			223443	P	10/28/16	134200	520625 TRAVEL	185.00
8568 HOUSE OF GRAPHICS, INC 72606 INVOICE: 1610058 VENDOR TOTALS	10/17/16 1610058			223444	P	10/28/16	126500	520905 PRINTING	185.00
5048 ILLINI POWER PRODUCTS 72609 INVOICE: SW0013277-1 VENDOR TOTALS	10/11/16 SW0013277-1			223445	P	10/28/16	121300	520970 MAINTENANCE-BUILDING & GR	2,275.00 2,275.00

11/01/2016 11:30 | VILLAGE OF GLEN ELLYN
maryr | PAID WARRANT REPORT

| P 23
| appdwarr

TO FISCAL 2016/10 01/01/2016 TO 12/31/2016

WARRANT: 1016-4

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
414 ILLINOIS DEPT. OF REVENUE ST-1-118 INVOICE: ST-1-134	10/25/16			17677	W	10/28/16	250900	DUE TO STATE OF ILLINOIS	22,999.00
VENDOR TOTALS	163,398.00	YTD	INVOICED				163,398.00	YTD PAID	22,999.00
426 ILLINOIS STATE POLICE 72759 INVOICE: 102716	09/30/16			223446	P	10/28/16	121100	VILLAGE COMMISSIONS	29.75
VENDOR TOTALS	1,428.00	YTD	INVOICED				1,428.00	YTD PAID	29.75
9655 INTERSTATE EMERGENCY VEHICLES, INC 72610 INVOICE: S5162	09/07/16			223447	P	10/28/16	65000	PARTS PURCHASED	489.88
VENDOR TOTALS	5,745.37	YTD	INVOICED				5,745.37	YTD PAID	489.88
1127 JAMES J BENES AND ASSOCIATES, INC. 72710 INVOICE: 1115-055-3 72711 INVOICE: 6	09/30/16			223448	P	10/28/16	100	ESCROWS - DEVELOPER DEPOS	240.41
VENDOR TOTALS	33,359.64	YTD	INVOICED				33,359.64	YTD PAID	3,760.01
481 JERRY HAGGERTY CHEVROLET INC 72608 INVOICE: 163127	10/19/16			223449	P	10/28/16	65000	PARTS PURCHASED	103.60
VENDOR TOTALS	68,340.70	YTD	INVOICED				68,340.70	YTD PAID	103.60
612 KONICA MINOLTA BUSINESS SOLUTIONS INC 72712 INVOICE: 29303510	10/20/16			223450	P	10/28/16	121400	COPIER	275.00
VENDOR TOTALS	12,306.58	YTD	INVOICED				12,306.58	YTD PAID	275.00
10087 KRISTIN SALVADOR DESIGN, INC 72621 INVOICE: 271	10/11/16			223451	P	10/28/16	126500	PRINTING	318.75
VENDOR TOTALS	2,648.75	YTD	INVOICED				2,648.75	YTD PAID	318.75
8984 LANDSCAPE MATERIAL & FIREWOOD SALES, INC 72714 INVOICE: 22946	10/13/16			223452	P	10/28/16	143400	OPERATING SUPPLIES	34.50
VENDOR TOTALS	434.50	YTD	INVOICED				434.50	YTD PAID	34.50
9077 NANCY LATTA									

11/01/2016 11:30
marytVILLAGE OF GLEN ELLYN
PAID WARRANT REPORT

WARRANT: 1016-4

VENDOR NAME DOCUMENT	INV DATE VOUCHER PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
72622 INVOICE: SWR102516	10/26/16	223453	P	10/28/16	50200	SEWER REIMBURSE PLAN REPA	2,446.67
VENDOR TOTALS	2,446.67 YTD INVOICED					2,446.67 YTD PAID	2,446.67
546 LEN'S ACE HARDWARE, INC. 72611 INVOICE: 74779	09/04/16	223454	P	10/28/16	55720	OPERATING SUPPLIES	5.3
72612 INVOICE: 75213	09/29/16	223454	P	10/28/16	55710	MAINTENANCE-DRAIN & IRRIG	20.6
72613 INVOICE: 74944	09/14/16	223454	P	10/28/16	55710	OPERATING SUPPLIES	13.4
72614 INVOICE: 74943	09/14/16	223454	P	10/28/16	55710	OPERATING SUPPLIES	5.3
72615 INVOICE: 75148	09/26/16	223454	P	10/28/16	55710	OPERATING SUPPLIES	17.9
72616 INVOICE: 74920	09/13/16	223454	P	10/28/16	55715	OPERATING SUPPLIES	21.9
72617 INVOICE: 75073	09/21/16	223454	P	10/28/16	55715	OPERATING SUPPLIES	8.0
72618 INVOICE: 75091	09/22/16	223454	P	10/28/16	55715	OPERATING SUPPLIES	17.9
72619 INVOICE: 75143	09/26/16	223454	P	10/28/16	55715	OPERATING SUPPLIES	236.99
VENDOR TOTALS	9,650.66 YTD INVOICED					9,650.66 YTD PAID	347.55
10337 ERIN LLOYD 72713 INVOICE: TXR102716	10/19/16	223455	P	10/28/16	4000	REAL ESTATE TRANSFER TAX	2,175.00
VENDOR TOTALS	2,175.00 YTD INVOICED					2,175.00 YTD PAID	2,175.00
595 MENARDS, INC. 72721 INVOICE: 33850	10/05/16	223456	P	10/28/16	50200	MAINTENANCE-SANITARY SEWE	102.40
VENDOR TOTALS	2,746.56 YTD INVOICED					2,746.56 YTD PAID	102.40
966 WM. F. MEYER CO. 72720 INVOICE: S3171481.001	10/21/16	223457	P	10/28/16	50100	MAINTENANCE-WATER METERS	270.17
VENDOR TOTALS	2,469.22 YTD INVOICED					2,469.22 YTD PAID	270.17
10342 KARL MEYER 72715 INVOICE: 20161109	10/26/16	223458	P	10/28/16	100	ESCROWS - DEVELOPER DEPOS	1,000.00
VENDOR TOTALS	1,000.00 YTD INVOICED					1,000.00 YTD PAID	1,000.00

11/01/2016 11:30

VILLAGE OF GLEN ELLYN
PAID WARRANT REPORT

WARRANT: 1016-4

TO FISCAL 2016/10 01/01/2016 TO 12/31/2016

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
8668 MID-WEST INSTITUTIONAL FOODS DISTRIBUTORS, INC. 72716 10/21/16 INVOICE: 618685 72717 10/24/16 INVOICE: 619825 72718 10/22/16 INVOICE: 619412				223459	P	10/28/16	150301	FOOD INVENTORY	277.11
VENDOR TOTALS			60,488.13 YTD INVOICED						695.2
615 MIZUNO USA, INC. 72719 10/18/16 INVOICE: 5008381 RI				223460	P	10/28/16	150300	PRO SHOP INVENTORY	175.8
VENDOR TOTALS			9,355.15 YTD INVOICED						175.8
6612 THEODORE/JUDY MOODY 72623 10/26/16 INVOICE: GR102516				223461	P	10/28/16	120225	EXCHANGE CLEARING - REC R	640.0
VENDOR TOTALS			640.00 YTD INVOICED						640.0
6295 PAULA MORITZ 72722 10/25/16 INVOICE: ER102716 72723 10/25/16 INVOICE: ER102716-1 72724 10/25/16 INVOICE: ER102716-2				223462	P	10/28/16	520620	EMPLOYEE EDUCATION	199.00
VENDOR TOTALS			1,014.71 YTD INVOICED						225.00
5841 GENUINE PARTS CO-NAPA 72625 10/07/16 INVOICE: 385742 72626 10/04/16 INVOICE: 385288 72627 10/04/16 INVOICE: 385289 72628 10/19/16 INVOICE: 387285 72629 10/14/16 INVOICE: 386677 72630 10/14/16 INVOICE: 386679 72631 10/17/16 INVOICE: 386994 72632 10/13/16 INVOICE: 386501 72633 10/13/16 INVOICE: 386589				223463	P	10/28/16	530310	PARTS PURCHASED	61.41
VENDOR TOTALS			1,014.71 YTD INVOICED						485.41
				223463	P	10/28/16	530310	PARTS PURCHASED	60.31
				223463	P	10/28/16	530310	PARTS PURCHASED	18.40
				223463	P	10/28/16	530310	PARTS PURCHASED	6.25
				223463	P	10/28/16	530310	PARTS PURCHASED	114.94
				223463	P	10/28/16	530310	PARTS PURCHASED	18.68
				223463	P	10/28/16	530310	PARTS PURCHASED	19.95
				223463	P	10/28/16	530310	PARTS PURCHASED	-5.88
				223463	P	10/28/16	530310	PARTS PURCHASED	303.26
				223463	P	10/28/16	530310	PARTS PURCHASED	-54.00

11/01/2016 11:30 VILLAGE OF GLEN ELLYN
maryr PAID WARRANT REPORT

WARRANT: 1016-4

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
TO FISCAL 2016/10 01/01/2016 TO 12/31/2016									
VENDOR TOTALS			4,242.88	YTD INVOICED			4,242.88	YTD PAID	481.91
8790 A NEW DAIRY CO, INC 72726 10/21/16 INVOICE: 1514011				223464	P	10/28/16	150301	FOOD INVENTORY	251.72
72726 10/21/16 INVOICE: 1514011				223464	P	10/28/16	150305	NA BEVERAGES INVENTORY	12.34
VENDOR TOTALS			25,319.95	YTD INVOICED			25,319.95	YTD PAID	264.06
651 NORTHERN ILLINOIS GAS COMPANY 72725 10/20/16 INVOICE: 72725				223465	P	10/28/16	40000	CONSTRUCTION PROJECTS	5.86
VENDOR TOTALS			31,045.37	YTD INVOICED			31,045.37	YTD PAID	5.86
698 PHILIP NORTON 72773 10/28/16 INVOICE: ER102816				223466	P	10/28/16	134100	TRAVEL	609.20
VENDOR TOTALS			654.20	YTD INVOICED			654.20	YTD PAID	609.20
6727 NWBOCA 72727 10/21/16 INVOICE: 102716				223467	P	10/28/16	126200	EMPLOYEE EDUCATION	880.00
VENDOR TOTALS			880.00	YTD INVOICED			880.00	YTD PAID	880.00
738 RAY O'HERRON CO. INC. 72634 10/12/16 INVOICE: 1657188-IN				223468	P	10/28/16	134200	UNIFORMS	79.95
VENDOR TOTALS			28,673.51	YTD INVOICED			28,673.51	YTD PAID	79.95
1458 OFFICE DEPOT, INC 72635 10/11/16 INVOICE: 871001559001				223469	P	10/28/16	134100	OFFICE SUPPLIES	30.79
72635 10/11/16 INVOICE: 871001559001				223469	P	10/28/16	134200	OFFICE SUPPLIES	77.59
72635 10/11/16 INVOICE: 871001559001				223469	P	10/28/16	134300	OFFICE SUPPLIES	14.77
72636 10/14/16 INVOICE: 871001559001				223469	P	10/28/16	134100	OFFICE SUPPLIES	17.61
72636 10/14/16 INVOICE: 871869261001				223469	P	10/28/16	134200	OFFICE SUPPLIES	44.36
72636 10/14/16 INVOICE: 871869261001				223469	P	10/28/16	134300	OFFICE SUPPLIES	8.45
72637 10/14/16 INVOICE: 871869261001				223469	P	10/28/16	134100	OFFICE SUPPLIES	14.98
72637 10/14/16 INVOICE: 871853084001				223469	P	10/28/16	134200	OFFICE SUPPLIES	37.77

P 2
appdwar11/01/2016 11:30
maryrVILLAGE OF GLEN ELLYN
PAID WARRANT REPORT

TO FISCAL 2016/10 01/01/2016 TO 12/31/201

WARRANT: 1016-4

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
INVOICE: 871853084001 72637 INVOICE: 871853084001	871853084001 10/14/16			223469	P	10/28/16	134300	530100 OFFICE SUPPLIES	7.1
VENDOR TOTALS	9,759.19 YTD INVOICED							9,759.19 YTD PAID	253.4
10343 ADAM/NICOLE ORTEGA 72728 INVOICE: TXR102716	10/26/16 TXR102716			223470	P	10/28/16	4000	410600 REAL ESTATE TRANSFER TAX	1,617.0
VENDOR TOTALS	1,617.00 YTD INVOICED							1,617.00 YTD PAID	1,617.0
670 DAVID B COULTER 72729 INVOICE: 102716	10/18/16 102716			223471	P	10/28/16	143400	521055 PROFESSIONAL SERVICES - O	886.1
VENDOR TOTALS	10,940.37 YTD INVOICED							10,940.37 YTD PAID	886.1
676 PACKEY WEBB FORD, INC. 72638 INVOICE: 135739 72639 INVOICE: 135713	10/19/16 135739 10/17/16 135713			223472	P	10/28/16	65000	530310 PARTS PURCHASED	154.1
VENDOR TOTALS	18,004.90 YTD INVOICED							18,004.90 YTD PAID	76.13
6453 PARAMEDIC BILLING SERVICES, INC. 1676560 INVOICE: PBS-76 1676560 INVOICE: PBS-76 1676560 INVOICE: PBS-76	10/25/16 PBS-76 10/25/16 PBS-76 10/25/16 PBS-76			17680	W	10/28/16	135200	520926 AMBULANCE BILLING SERVICE	28.82
VENDOR TOTALS	6,179.55 YTD INVOICED							6,179.55 YTD PAID	101.94
7924 WILLIAM PARKES 72731 INVOICE: 102716	10/26/16 102716			223473	P	10/28/16	40000	580155 16003 2016 SIDEWALK IMPROVEMENT	-576.37
VENDOR TOTALS	309.00 YTD INVOICED							309.00 YTD PAID	-445.61
7749 PAYMENT SERVICE NETWORK, INC 659218 INVOICE: PSN-52 659218 INVOICE: PSN-52 659218 INVOICE: PSN-52	10/25/16 PSN-52 10/25/16 PSN-52 10/25/16 PSN-52			17674	W	10/28/16	50100	520835 BANKING SERVICES	309.00
VENDOR TOTALS	17674 W 10/28/16 50100							520835 BANKING SERVICES	170.67
	17674 W 10/28/16 50200							520835 BANKING SERVICES	165.64
	17674 W 10/28/16 54000							520835 BANKING SERVICES	165.64

11/01/2016 11:30
maryrVILLAGE OF GLEN ELLYN
PAID WARRANT REPORTP 28
appdwarr

TO FISCAL 2016/10 01/01/2016 TO 12/31/2016

WARRANT: 1016-4

VENDOR NAME DOCUMENT	INV DATE VOUCHER PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS	5,197.00	YTD INVOICED			5,197.00	YTD PAID	501.95
6552 PROVANTAGE CORPORATION 72730 INVOICE: 7780833	10/19/16	223474	P	10/28/16	121400	COMPUTER EQUIPMENT/PROJEC	122.67
VENDOR TOTALS	18,276.45	YTD INVOICED			18,276.45	YTD PAID	122.67
5901 QUALITY BLUEPRINT, INC 72760 INVOICE: 80750	10/25/16	223475	P	10/28/16	126200	PRINTING	20.50
VENDOR TOTALS	290.60	YTD INVOICED			290.60	YTD PAID	20.50
6173 REDLINE CONSTRUCTION INC 72734 INVOICE: 8334	10/12/16	223476	P	10/28/16	55710	SOD SEED SAND & GRAVEL	2,958.95
VENDOR TOTALS	12,526.30	YTD INVOICED			12,526.30	YTD PAID	2,958.95
7936 REMPE-SHARPE AND ASSOCIATES, INC 72761 INVOICE: 25450	10/19/16	223477	P	10/28/16	40000	ELM-OAK IMPROVEMENTS	14,372.89
72761 INVOICE: 25450	10/19/16	223477	P	10/28/16	50100	ELM-OAK IMPROVEMENTS	3,593.22
72761 INVOICE: 25450	10/19/16	223477	P	10/28/16	50200	ELM-OAK IMPROVEMENTS	5,988.71
VENDOR TOTALS	81,941.77	YTD INVOICED			81,941.77	YTD PAID	23,954.82
750 REZEK, HENRY, MEISENHEIMER/GENDE INC 72735 INVOICE: 7-5	10/17/16	223478	P	10/28/16	40000	LAKE ELLYN OUTLET	3,676.45
VENDOR TOTALS	74,804.81	YTD INVOICED			74,804.81	YTD PAID	3,676.45
9604 RULE29 CREATIVE, INC 72732 INVOICE: 16401VLS-02	09/21/16	223479	P	10/28/16	55720	MARKETING	750.00
72733 INVOICE: 16273VLS-02	10/19/16	223479	P	10/28/16	55730	MARKETING	2,350.00
VENDOR TOTALS	12,937.50	YTD INVOICED			12,937.50	YTD PAID	3,100.00
8689 RUSH TRUCK CENTERS OF ILLINOIS, INC 72640 INVOICE: 300411831	10/06/16	223480	P	10/28/16	65000	PARTS PURCHASED	807.56
VENDOR TOTALS	5,286.06	YTD INVOICED			5,286.06	YTD PAID	807.56

11/01/2016 11:30
maryrVILLAGE OF GLEN ELLYN
PAID WARRANT REPORT

WARRANT: 1016-4

TO FISCAL 2016/10 01/01/2016 TO 12/31/2016

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
6093 SCHAMBERGER BROTHERS, INC 72737 INVOICE: 405185	10/21/16			223481	P	10/28/16	150303	BEER INVENTORY	395.00
VENDOR TOTALS				15,232.50	YTD INVOICED			15,232.50	YTD PAID
9718 SEBIS DIRECT INC 72736 INVOICE: 22116	10/14/16			223482	P	10/28/16	50100	PROFESSIONAL SERVICES - O	296.10
72736 INVOICE: 22116	10/14/16			223482	P	10/28/16	50200	PROFESSIONAL SERVICES - O	287.40
72736 INVOICE: 22116	10/14/16			223482	P	10/28/16	54000	PROFESSIONAL SERVICES - O	287.40
VENDOR TOTALS				41,303.45	YTD INVOICED			41,303.45	YTD PAID
10347 MARK SIMON 72762 INVOICE: SWR102716	10/27/16			223483	P	10/28/16	50200	OVERHEAD SEWER PROGRAM	4,415.00
72763 INVOICE: SWR102716-1	10/27/16			223483	P	10/28/16	50200	SEWER REIMBURSE PLAN REPA	1,430.00
VENDOR TOTALS				5,845.00	YTD INVOICED			5,845.00	YTD PAID
9809 RICHARD D SOMOLIK 72764 INVOICE: 102716	10/25/16			223484	P	10/28/16	25000	FACADE/RETAIL AWARD PROGR	1,000.00
VENDOR TOTALS				1,000.00	YTD INVOICED			1,000.00	YTD PAID
806 STANDARD EQUIPMENT COMPANY 72642 INVOICE: C16978	10/07/16			223485	P	10/28/16	65000	PARTS PURCHASED	563.29
VENDOR TOTALS				13,985.63	YTD INVOICED			13,985.63	YTD PAID
2687 STAPLES CONTRACT & COMMERCIAL, INC. 72641 INVOICE: 3317371787	10/06/16			223486	P	10/28/16	121300	OPERATING SUPPLIES	93.64
VENDOR TOTALS				11,509.73	YTD INVOICED			11,509.73	YTD PAID
7600 STUEVER & SONS, INC 72738 INVOICE: 159242	10/25/16			223487	P	10/28/16	55730	OPERATING SUPPLIES	142.00
VENDOR TOTALS				11,915.00	YTD INVOICED			11,915.00	YTD PAID
830 SUN MOUNTAIN SPORTS, INC. 72740 INVOICE: 375774	10/18/16			223488	P	10/28/16	550	PRO SHOP INVENTORY	123.00

11/01/2016 11:30 | VILLAGE OF GLEN ELLYN
maryr | PAID WARRANT REPORT
WARRANT: 1016-4

TO FISCAL 2016/10 01/01/2016 TO 12/31/2016

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS				123.00	YTD	INVOICED	123.00	YTD PAID	123.00
10104 SUPREME LOBSTER CO 72739 10/21/16 INVOICE: 5987428				223489	P	10/28/16	550	FOOD INVENTORY	270.55
VENDOR TOTALS				8,834.92	YTD	INVOICED	8,834.92	YTD PAID	270.55
9588 TECH TOOLS, INC 72624 10/19/16 INVOICE: 13647				223490	P	10/28/16	65000	OPERATING SUPPLIES	36.00
VENDOR TOTALS				550.19	YTD	INVOICED	550.19	YTD PAID	36.00
853 TERMINAL SUPPLY CO, INC 72643 10/14/16 INVOICE: 58185-00				223491	P	10/28/16	65000	PARTS PURCHASED	29.30
VENDOR TOTALS				2,117.30	YTD	INVOICED	2,117.30	YTD PAID	29.30
854 TERRACE SUPPLY COMPANY 72644 09/30/16 INVOICE: 968778				223492	P	10/28/16	65000	LEASED EQUIPMENT	23.40
72741 09/30/16 INVOICE: 969315				223492	P	10/28/16	55715	OPERATING SUPPLIES	13.20
VENDOR TOTALS				452.35	YTD	INVOICED	452.35	YTD PAID	36.60
1007 TYLER TECHNOLOGIES, INC. 72767 09/01/16 INVOICE: 45-168330				223493	P	10/28/16	121400	MAINTENANCE-EQUIPMENT	2,700.00
72768 09/01/16 INVOICE: 45-168331				223493	P	10/28/16	121400	MAINTENANCE-EQUIPMENT	54,943.47
72769 09/01/16 INVOICE: 45-168637				223493	P	10/28/16	121400	MAINTENANCE-EQUIPMENT	2,417.72
72769 09/01/16 INVOICE: 45-168637				223493	P	10/28/16	50100	MAINTENANCE-EQUIPMENT	5,467.82
72769 09/01/16 INVOICE: 45-168637				223493	P	10/28/16	50200	MAINTENANCE-EQUIPMENT	5,467.81
VENDOR TOTALS				100,312.94	YTD	INVOICED	100,312.94	YTD PAID	70,996.82
1278 UNION PACIFIC RAILROAD COMPANY 72748 10/10/16 INVOICE: 90065966				223494	P	10/28/16	40000	TAYLOR AVE PEDESTRIAN TUN	3,549.60
VENDOR TOTALS				30,496.76	YTD	INVOICED	30,496.76	YTD PAID	3,549.60
886 U.S. VENTURE, INC 72645 10/14/16				223495	P	10/28/16	65000	TIRES	500.7

11/01/2016 11:30
maryrVILLAGE OF GLEN ELLYN
PAID WARRANT REPORT

WARRANT: 1016-4

P 31
appdwarr
TO FISCAL 2016/10 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: 3785927 72646 10/18/16 INVOICE: 3812836				223495	P	10/28/16	65000	TIRES	85.98
VENDOR TOTALS				4,843.76	YTD INVOICED			4,843.76	YTD PAID
884 U.S. FOODSERVICE, INC. 72743 10/18/16 INVOICE: 860238 72744 10/21/16 INVOICE: 988582 72744 10/21/16 INVOICE: 988582 72745 10/21/16 INVOICE: 993648 72746 10/20/16 INVOICE: 949314 72747 10/24/16 INVOICE: 1035395 72747 10/24/16 INVOICE: 1035395				223496	P	10/28/16	55730	OPERATING SUPPLIES	10.02
				223496	P	10/28/16	550	FOOD INVENTORY	2,017.99
				223496	P	10/28/16	55730	DRY GOODS	17.00
				223496	P	10/28/16	550	FOOD INVENTORY	49.99
				223496	P	10/28/16	550	FOOD INVENTORY	213.09
				223496	P	10/28/16	550	FOOD INVENTORY	947.89
				223496	P	10/28/16	55730	OPERATING SUPPLIES	95.97
VENDOR TOTALS				148,981.11	YTD INVOICED			148,981.11	YTD PAID
915 VERIZON WIRELESS SERVICES LLC 72749 10/16/16 INVOICE: 9773796961				223497	P	10/28/16	134200	TELECOMMUNICATIONS	608.28
VENDOR TOTALS				25,385.61	YTD INVOICED			25,385.61	YTD PAID
919 VILLA PARK ELECTRICAL SUPPLY CO, INC 72750 10/21/16 INVOICE: 1898661				223498	P	10/28/16	121300	OPERATING SUPPLIES	99.05
VENDOR TOTALS				1,489.71	YTD INVOICED			1,489.71	YTD PAID
10335 WATCHFIRE ENTERPRISES, INC 72751 09/26/16 INVOICE: 121525				223499	P	10/28/16	55700	DUES-SUBSCRIPTIONS-REG FE	520.00
VENDOR TOTALS				520.00	YTD INVOICED			520.00	YTD PAID
10345 REX WATERS 72755 10/19/16 INVOICE: 102716 72755 10/19/16 INVOICE: 102716				223500	P	10/28/16	1000	VEHICLE LICENSES	7.68
				223500	P	10/28/16	5300	LEASED PARKING LOT FEES	51.68
VENDOR TOTALS				59.36	YTD INVOICED			59.36	YTD PAID
8058 WHEATON MULCH INC									59.36

TO FISCAL 2016/10 01/01/2016 TO 12/31/2016

Checkers 11-14-2016							
VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT DESCRIPTION
72754	10/19/16			223501	P	10/28/16	MAINTENANCE-R.O.W.
INVOICE: 16-3681							
72754	10/19/16			223501	P	10/28/16	MAINTENANCE-R.O.W.
INVOICE: 16-3681							
VENDOR TOTALS			142.00	YTD INVOICED			142.00 YTD PAID
957 WHOLESale DIRECT INC							
72647	10/06/16			223502	P	10/28/16	65000 PARTS PURCHASED
INVOICE: 223619							
VENDOR TOTALS			861.83	YTD INVOICED			861.83 YTD PAID
7711 WINDY CITY DISTRIBUTION COMPANY							
72753	10/20/16			223503	P	10/28/16	550 BEER INVENTORY
INVOICE: 786318							
VENDOR TOTALS			32,931.10	YTD INVOICED			32,931.10 YTD PAID
8565 WIDROPENWEST FINANCE LLC							
72752	10/15/16			223504	P	10/28/16	40000 STREET IMPROVEMENTS
INVOICE: 72752							
72752	10/15/16			223504	P	10/28/16	121400 TELECOMMUNICATIONS
INVOICE: 72752							
VENDOR TOTALS			1,982.12	YTD INVOICED			1,982.12 YTD PAID
REPORT TOTALS							
				COUNT	AMOUNT		
				101	224,109.48		
				9	338,476.75		
				TOTAL PRINTED CHECKS			
				TOTAL WIRE TRANSFERS			

P 33
appdwarr11/01/2016 11:30
maryrVILLAGE OF GLEN ELLYN
PAID WARRANT REPORT

TO FISCAL 2016/10 01/01/2016 TO 12/31/2016

WARRANT: 1016-5

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
304 FIFTH THIRD BANK									
5221126 INVOICE:	09/27/16			17605	W	10/31/16	50100	520835	10.00
5221126 INVOICE:	09/27/16			17605	W	10/31/16	50200	520835	10.00
5221126 INVOICE:	09/27/16			17605	W	10/31/16	54000	520835	10.00
5221126 INVOICE:	09/27/16			17689	W	10/31/16	55730	530445	575.00
5221226 INVOICE:	09/27/16			17609	W	10/31/16	121500	520620	25.00
5530311 INVOICE:	09/27/16			17630	W	10/31/16	121200	520615	498.77
5530521 INVOICE:	09/27/16			17624	W	10/31/16	55730	530105	50.97
5824618 INVOICE:	09/27/16			17669	W	10/31/16	134200	530105	10.78
689864 INVOICE:	09/27/16			17611	W	10/31/16	126500	520903	40.00
689875 INVOICE:	09/27/16			17623	W	10/31/16	121200	521230	59.00
692994 INVOICE:	09/27/16			17608	W	10/31/16	122100	520620	291.20
700292 INVOICE:	09/27/16			17596	W	10/31/16	121400	570110	650.00
72564 INVOICE:	09/27/16			17598	W	10/31/16	143100	520305	230.00
72565 INVOICE:	09/27/16			17600	W	10/31/16	55720	530105	17.58
72566 INVOICE:	09/27/16			17600	W	10/31/16	55730	530105	17.58
72566 INVOICE:	09/27/16			17601	W	10/31/16	55720	520900	30.83
72567 INVOICE:	09/27/16			17602	W	10/31/16	550	150300	103.85
72568 INVOICE:	09/27/16			17603	W	10/31/16	55720	530105	47.68
72569 INVOICE:	09/27/16			17604	W	10/31/16	55720	520600	233.00
72570 INVOICE:	09/27/16			17606	W	10/31/16	122100	530100	66.18
72571 INVOICE:	09/27/16			17607	W	10/31/16	122100	530105	69.05
72572 INVOICE:	09/27/16			17612	W	10/31/16	126500	521230	70.00
72573 INVOICE:	09/27/16			17615	W	10/31/16	121500	530105	172.60
72574 INVOICE:	09/27/16			17616	W	10/31/16	121500	530105	69.37
72575 INVOICE:	09/27/16			17619	W	10/31/16	126200	520600	400.00
72576 INVOICE:	09/27/16								
HOLS-261									
BANKING SERVICES									
BANKING SERVICES									
BANKING SERVICES									
UNIFORMS									
EMPLOYEE EDUCATION									
RECRUITING AND TESTING									
OPERATING SUPPLIES									
OPERATING SUPPLIES									
MARKETING/ADVERTISING									
PUBLIC RELATIONS									
EMPLOYEE EDUCATION									
COMPUTER EQUIPMENT/PROJEC									
EMPLOYEE RECOGNITION									
OPERATING SUPPLIES									
OPERATING SUPPLIES									
POSTAGE & SHIPPING									
PRO SHOP INVENTORY									
OPERATING SUPPLIES									
DUES-SUBSCRIPTIONS-REG FE									
OFFICE SUPPLIES									
OPERATING SUPPLIES									
PUBLIC RELATIONS									
OPERATING SUPPLIES									
OPERATING SUPPLIES									
DUES-SUBSCRIPTIONS-REG FE									

11/01/2016 11:30
maryrVILLAGE OF GLEN ELLYN
PAID WARRANT REPORT

WARRANT: 1016-5

P 34
appdwarr

TO FISCAL 2016/10 01/01/2016 TO 12/31/2016

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
72577 INVOICE:	09/27/16			17620	W	10/31/16	126100	520620	25.00
72578 INVOICE:	HULS-262 09/27/16			17621	W	10/31/16	126100	520620	15.00
72579 INVOICE:	HULS-263 09/27/16			17622	W	10/31/16	126100	520620	575.00
72580 INVOICE:	HULS-264 09/27/16			17625	W	10/31/16	55730	530105	78.80
72581 INVOICE:	SOTA-106 09/27/16			17626	W	10/31/16	55730	530105	130.80
72582 INVOICE:	SOTA-107 09/27/16			17627	W	10/31/16	55730	530105	196.00
72583 INVOICE:	SOTA-108 09/27/16			17628	W	10/31/16	55730	520615	90.00
72584 INVOICE:	SOTA-109 09/27/16			17629	W	10/31/16	55730	530105	16.00
72585 INVOICE:	SOTA-110 09/27/16			17631	W	10/31/16	121200	520620	425.00
72586 INVOICE:	STOA-184 09/27/16			17632	W	10/31/16	121200	520625	173.40
72587 INVOICE:	STOA-186 09/27/16			17633	W	10/31/16	121200	520600	190.00
72588 INVOICE:	STOA-187 09/27/16			17634	W	10/31/16	121200	520615	225.00
72589 INVOICE:	STOA-188 09/27/16			17635	W	10/31/16	121300	520620	37.32
72590 INVOICE:	STOA-189 09/27/16			17636	W	10/31/16	121100	520140	161.63
72591 INVOICE:	STOA-190 09/27/16			17663	W	10/31/16	134100	530105	13.11
72592 INVOICE:	MONJ-1 09/27/16			17637	W	10/31/16	121300	530105	599.98
72593 INVOICE:	BBAL-13 09/27/16			17638	W	10/31/16	121300	520620	50.00
72649 INVOICE:	BBAL-14 09/27/16			17640	W	10/31/16	134200	520620	350.00
72650 INVOICE:	HOLW-222 09/27/16			17641	W	10/31/16	134200	530105	30.84
72651 INVOICE:	HOLW-223 09/27/16			17642	W	10/31/16	134200	520625	24.43
72652 INVOICE:	HOLW-224 09/27/16			17643	W	10/31/16	134200	520625	477.96
72653 INVOICE:	HOLW-225 09/27/16			17644	W	10/31/16	134200	530105	15.51
72654 INVOICE:	HOLW-226 09/27/16			17647	W	10/31/16	134200	530105	76.67
72654 INVOICE:	MILC-426 09/27/16			17647	W	10/31/16	134300	530105	18.48
72655 INVOICE:	MILC-426 09/27/16			17648	W	10/31/16	134100	530105	47.97
72656 INVOICE:	MILC-427 09/27/16			17649	W	10/31/16	134100	520620	350.00

11/01/2016 11:30
maryrVILLAGE OF GLEN ELLYN
PAID WARRANT REPORT

WARRANT: 1016-5

P 3
appdwar

TO FISCAL 2016/10 01/01/2016 TO 12/31/201

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION		
INVOICE: 72657	MILC-428 09/27/16			17650	W	10/31/16	134100	530105	OPERATING SUPPLIES	481.5
INVOICE: 72658	MILC-429 09/27/16			17651	W	10/31/16	134100	530105	OPERATING SUPPLIES	76.8
INVOICE: 72659	MILC-430 09/27/16			17652	W	10/31/16	134200	530105	OPERATING SUPPLIES	80.1
INVOICE: 72660	MILC-431 09/27/16			17653	W	10/31/16	134100	520600	DUES-SUBSCRIPTIONS-REG FE	32.9
INVOICE: 72661	MILC-432 09/27/16			17654	W	10/31/16	134200	530105	OPERATING SUPPLIES	25.9
INVOICE: 72662	MILC-433 09/27/16			17655	W	10/31/16	134100	530100	OFFICE SUPPLIES	224.1
INVOICE: 72663	MILC-434 09/27/16			17656	W	10/31/16	134100	530100	OFFICE SUPPLIES	95.2
INVOICE: 72664	MILC-435 09/27/16			17657	W	10/31/16	134100	530105	OPERATING SUPPLIES	95.8
INVOICE: 72665	MILC-436 09/27/16			17658	W	10/31/16	134300	520933	STATE DRUG FORFEITURE EXP	112.5
INVOICE: 72666	MILC-437 09/27/16			17659	W	10/31/16	134100	530100	OFFICE SUPPLIES	118.0
INVOICE: 72667	MILC-438 09/27/16			17661	W	10/31/16	134200	530105	OPERATING SUPPLIES	28.2
INVOICE: 72668	HARJ-308 09/27/16			17662	W	10/31/16	134200	530105	OPERATING SUPPLIES	78.2
INVOICE: 72669	HARJ-309 09/27/16			17665	W	10/31/16	134200	530105	OPERATING SUPPLIES	5.8
INVOICE: 72670	VAVK-75 09/27/16			17666	W	10/31/16	134200	530105	OPERATING SUPPLIES	87.5
INVOICE: 72671	VAVK-76 09/27/16			17667	W	10/31/16	134200	530105	OPERATING SUPPLIES	20.7
INVOICE: 72672	VAVK-77 09/27/16			17668	W	10/31/16	134200	530105	OPERATING SUPPLIES	16.0
INVOICE: 72673	VAVK-78 09/27/16			17670	W	10/31/16	134200	530105	OPERATING SUPPLIES	29.9
INVOICE: 72674	HOLC-8 09/27/16			17671	W	10/31/16	134200	530445	UNIFORMS	52.5
INVOICE: 72774	HOLC-9 09/27/16			17682	W	10/31/16	55730	520600	DUES-SUBSCRIPTIONS-REG FE	70.0
INVOICE: 72775	VESJ-441 09/27/16			17683	W	10/31/16	55720	520903	MARKETING	280.0
INVOICE: 72775	VESJ-442 09/27/16			17683	W	10/31/16	55730	520903	MARKETING	275.0
INVOICE: 72776	VESJ-442 09/27/16			17684	W	10/31/16	55700	520600	DUES-SUBSCRIPTIONS-REG FE	44.9
INVOICE: 72777	VESJ-443 09/27/16			17685	W	10/31/16	55730	520600	DUES-SUBSCRIPTIONS-REG FE	543.7
INVOICE: 72778	VESJ-444 09/27/16			17686	W	10/31/16	55730	520600	DUES-SUBSCRIPTIONS-REG FE	90.0
INVOICE: 72779	VESJ-445 09/27/16			17687	W	10/31/16	55700	520600	DUES-SUBSCRIPTIONS-REG FE	75.0
INVOICE: 72779	VESJ-446 09/27/16									

11/01/2016 11:30
maryrVILLAGE OF GLEN ELLYN
PAID WARRANT REPORTP 3
appdwar

TO FISCAL 2016/10 01/01/2016 TO 12/31/201

WARRANT: 1016-5

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
72780 INVOICE:	09/27/16			17688	W	10/31/16	55700	DUES-SUBSCRIPTIONS-REG FE	16.0
72781 INVOICE:	09/27/16			17690	W	10/31/16	5500	MISCELLANEOUS REVENUE	3.2
72781 INVOICE:	09/27/16			17690	W	10/31/16	55730	OPERATING SUPPLIES	1.9
72782 INVOICE:	09/27/16			17691	W	10/31/16	550	FOOD INVENTORY	154.9
72782 INVOICE:	09/27/16			17691	W	10/31/16	550	NA BEVERAGES INVENTORY	34.4
72783 INVOICE:	09/27/16			17692	W	10/31/16	5500	MISCELLANEOUS REVENUE	10.0
72784 INVOICE:	09/27/16			17693	W	10/31/16	55730	OPERATING SUPPLIES	51.3
72785 INVOICE:	09/27/16			17694	W	10/31/16	55730	RECRUITING AND TESTING	252.5
72786 INVOICE:	09/27/16			17695	W	10/31/16	55730	OPERATING SUPPLIES	101.1
72787 INVOICE:	09/27/16			17696	W	10/31/16	55730	MARKETING	463.0
72788 INVOICE:	09/27/16			17697	W	10/31/16	55730	EMPLOYEE EDUCATION	89.7
72789 INVOICE:	09/27/16			17698	W	10/31/16	55730	OPERATING SUPPLIES	157.36
72790 INVOICE:	09/27/16			17699	W	10/31/16	55730	LINENS AND RENTALS	480.63
72791 INVOICE:	09/27/16			17700	W	10/31/16	550	FOOD INVENTORY	12.45
72791 INVOICE:	09/27/16			17700	W	10/31/16	55730	OPERATING SUPPLIES	377.83
72792 INVOICE:	09/27/16			17702	W	10/31/16	50200	MAINTENANCE-SANITARY SEWE	-132.14
72793 INVOICE:	09/27/16			17703	W	10/31/16	50200	EMPLOYEE EDUCATION	90.00
72793 INVOICE:	09/27/16			17703	W	10/31/16	50100	EMPLOYEE EDUCATION	90.00
72793 INVOICE:	09/27/16			17703	W	10/31/16	143300	EMPLOYEE EDUCATION	115.00
72793 INVOICE:	09/27/16			17703	W	10/31/16	143400	EMPLOYEE EDUCATION	85.00
72794 INVOICE:	09/27/16			17705	W	10/31/16	55715	OPERATING SUPPLIES	123.20
72795 INVOICE:	09/27/16			17706	W	10/31/16	55710	MAINTENANCE-BUILDING & GR	316.00
72796 INVOICE:	09/27/16			17707	W	10/31/16	55715	OPERATING SUPPLIES	90.98
72797 INVOICE:	09/27/16			17708	W	10/31/16	55715	OPERATING SUPPLIES	210.93
72798 INVOICE:	09/27/16			17709	W	10/31/16	55785	MAINTENANCE-EQUIPMENT	629.73
72799 INVOICE:	09/27/16			17710	W	10/31/16	55785	OPERATING SUPPLIES	96.

11/01/2016 11:30
maryrVILLAGE OF GLEN ELLYN
PAID WARRANT REPORT

WARRANT: 1016-5

P 37
appdwarr

TO FISCAL 2016/10 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: 72799	LUDM-991 09/27/16			17710	W	10/31/16	55735	530105	OPERATING SUPPLIES
INVOICE: 72799	LUDM-991 09/27/16			17710	W	10/31/16	55710	520970	MAINTENANCE-BUILDING & GR
INVOICE: 72799	LUDM-991 09/27/16			17710	W	10/31/16	55715	530105	OPERATING SUPPLIES
INVOICE: 72800	LUDM-991 09/27/16			17711	W	10/31/16	55735	520970	MAINTENANCE-BUILDING & GR
INVOICE: 72801	LUDM-992 09/27/16			17712	W	10/31/16	55710	530105	OPERATING SUPPLIES
INVOICE: 72801	LUDM-993 09/27/16			17712	W	10/31/16	55715	530105	OPERATING SUPPLIES
INVOICE: 72802	LUDM-993 09/27/16			17713	W	10/31/16	55725	520970	MAINTENANCE-BUILDING & GR
INVOICE: 72803	LUDM-994 09/27/16			17715	W	10/31/16	55720	530105	OPERATING SUPPLIES
INVOICE: 72804	ALLN-344 09/27/16			17716	W	10/31/16	550	150300	PRO SHOP INVENTORY
INVOICE: 72805	ALLN-345 09/27/16			17717	W	10/31/16	55720	530105	OPERATING SUPPLIES
INVOICE: 72806	ALLN-346 09/27/16			17718	W	10/31/16	55720	530105	OPERATING SUPPLIES
INVOICE: 72807	ALLN-347 09/27/16			17720	W	10/31/16	55735	520975	MAINTENANCE-EQUIPMENT
INVOICE: 72808	PEKC-727 09/27/16			17721	W	10/31/16	55715	530105	OPERATING SUPPLIES
INVOICE: 72809	PEKC-728 09/27/16			17722	W	10/31/16	55735	530105	OPERATING SUPPLIES
INVOICE: 72810	PEKC-729 09/27/16			17723	W	10/31/16	55730	530105	OPERATING SUPPLIES
INVOICE: 72811	PEKC-730 09/27/16			17724	W	10/31/16	55710	530105	OPERATING SUPPLIES
INVOICE: 72812	PEKC-731 09/27/16			17726	W	10/31/16	121200	521230	PUBLIC RELATIONS
INVOICE: 72813	FRAM-385 09/27/16			17727	W	10/31/16	121200	521230	PUBLIC RELATIONS
INVOICE: 72814	FRAM-386 09/27/16			17728	W	10/31/16	121100	521055	PROFESSIONAL SERVICES - O
INVOICE: 72815	FRAM-387 09/27/16			17729	W	10/31/16	121200	520305	EMPLOYEE RECOGNITION
INVOICE: 72815	FRAM-388 09/27/16			17729	W	10/31/16	121200	521230	PUBLIC RELATIONS
INVOICE: 72815	FRAM-388 09/27/16			17729	W	10/31/16	121200	520305	EMPLOYEE RECOGNITION
INVOICE: 72816	FRAM-388 09/27/16			17730	W	10/31/16	121200	520620	EMPLOYEE EDUCATION
INVOICE: ACOA-89	FRAM-389 09/27/16			17594	W	10/31/16	121300	530310	PARTS PURCHASED
INVOICE: ALLN-107	ALLN-107 09/27/16			17714	W	10/31/16	55720	520940	REPAIRS CLUBS
INVOICE: ALLN-343	ALLN-343 09/27/16								

P 38
appdwarr11/01/2016 11:30
maryrVILLAGE OF GLEN ELLYN
PAID WARRANT REPORT

TO FISCAL 2016/10 01/01/2016 TO 12/31/2016

WARRANT: 1016-5

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
BINM-114 INVOICE:	09/27/16			17595	W	10/31/16	570110	COMPUTER EQUIPMENT/PROJEC	301.72
BUCD-108 INVOICE:	09/27/16			17597	W	10/31/16	521055	PROFESSIONAL SERVICES - O	95.91
BUCD-108 INVOICE:	09/27/16			17597	W	10/31/16	521055	PROFESSIONAL SERVICES - O	95.90
CAMM-116 INVOICE:	09/27/16			17599	W	10/31/16	530105	OPERATING SUPPLIES	163.98
FRAF-107 INVOICE:	09/27/16			17610	W	10/31/16	580110	EQUIPMENT/CAPITAL OUTLAY	650.00
FRAM-60 INVOICE:	09/27/16			17725	W	10/31/16	489000	MISCELLANEOUS REVENUE	15.00
GRER-88 INVOICE:	09/27/16			17701	W	10/31/16	520975	MAINTENANCE-EQUIPMENT	443.35
HANJ-32 INVOICE:	09/27/16			17613	W	10/31/16	530105	OPERATING SUPPLIES	48.02
HARJ-101 INVOICE:	09/27/16			17660	W	10/31/16	530105	OPERATING SUPPLIES	179.25
HEFJ-107 INVOICE:	09/27/16			17614	W	10/31/16	530105	OPERATING SUPPLIES	48.25
HOLW-102 INVOICE:	09/27/16			17639	W	10/31/16	530105	OPERATING SUPPLIES	120.54
HORK-62 INVOICE:	09/27/16			17617	W	10/31/16	520305	EMPLOYEE RECOGNITION	29.97
HULS-103 INVOICE:	09/27/16			17618	W	10/31/16	520620	EMPLOYEE EDUCATION	125.00
LUDM-119 INVOICE:	09/27/16			17704	W	10/31/16	530105	OPERATING SUPPLIES	191.19
MILC-71 INVOICE:	09/27/16			17646	W	10/31/16	530105	OPERATING SUPPLIES	27.64
PEKC-117 INVOICE:	10/21/16			17719	W	10/31/16	520903	MARKETING	197.11
PEKC-117 INVOICE:	10/21/16			17719	W	10/31/16	520615	RECRUITING AND TESTING	18.60
TAVE-64 INVOICE:	09/27/16			17645	W	10/31/16	530105	OPERATING SUPPLIES	-16.90
VAVK-41 INVOICE:	09/27/16			17664	W	10/31/16	530105	OPERATING SUPPLIES	21.23
VESJ-116 INVOICE:	09/27/16			17681	W	10/31/16	520600	DUES-SUBSCRIPTIONS-REG FE	14.97
VESJ-440 INVOICE:									
VENDOR TOTALS				360,278.06	YTD	INVOICED	360,278.06	YTD PAID	24,605.45
							REPORT TOTALS		24,605.45
							COUNT	AMOUNT	
							128	24,605.45	
							TOTAL WIRE TRANSFERS		

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

11/04/2016 13:39 VILLAGE OF GLEN ELLYN
maryr PAID WARRANT REPORT

WARRANT: 1116-1

TO FISCAL 2016/11 01/01/2016 TO 12/31/2016

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
307 1ST AYD CORPORATION 72820 INVOICE: PSI73896	10/17/16			223505	P	11/04/16	65000	530105 OPERATING SUPPLIES	437.98
VENDOR TOTALS				1,594.08	YTD INVOICED			1,594.08 YTD PAID	437.98
2021 A-RELIABLE PRINTING 72821 INVOICE: 18654	10/27/16			223506	P	11/04/16	50100	521055 PROFESSIONAL SERVICES - O	37.50
72821 INVOICE: 18654	10/27/16			223506	P	11/04/16	50200	521055 PROFESSIONAL SERVICES - O	37.50
72880 INVOICE: 18639	10/25/16			223506	P	11/04/16	126200	520905 PRINTING	116.00
VENDOR TOTALS				7,660.11	YTD INVOICED			7,660.11 YTD PAID	191.00
18 ADDISON FIRE PROTECTION DISTRICT #1 72878 INVOICE: 10	10/26/16			223507	P	11/04/16	134100	520600 DUES-SUBSCRIPTIONS-REG FE	75.00
VENDOR TOTALS				75.00	YTD INVOICED			75.00 YTD PAID	75.00
10349 MARGIE GOTSCH 72914 INVOICE: 365	08/29/16			223508	P	11/04/16	134100	530445 UNIFORMS	405.86
72914 INVOICE: 365	08/29/16			223508	P	11/04/16	134200	530445 UNIFORMS	405.86
72914 INVOICE: 365	08/29/16			223508	P	11/04/16	134300	530445 UNIFORMS	57.98
VENDOR TOTALS				869.70	YTD INVOICED			869.70 YTD PAID	869.70
9873 PAOLO APULI 72881 INVOICE: 110316	11/02/16			223509	P	11/04/16	55730	520904 ENTERTAINMENT	300.00
VENDOR TOTALS				1,500.00	YTD INVOICED			1,500.00 YTD PAID	300.00
65 AT&T 72818 INVOICE: 630Z99013110-4	10/16/16			223510	P	11/04/16	121400	521195 TELECOMMUNICATIONS	63.20
72819 INVOICE: 630469056010-7	10/19/16			223510	P	11/04/16	55710	521195 TELECOMMUNICATIONS	174.49
72879 INVOICE: 110316	10/04/16			223511	P	11/04/16	50100	521195 TELECOMMUNICATIONS	85.00
VENDOR TOTALS				34,522.86	YTD INVOICED			34,522.86 YTD PAID	322.69
8437 B & F CONSTRUCTION CODE SERVICES, INC 72882 INVOICE: 45084	10/11/16			223512	P	11/04/16	126200	521048 BUILDING REVIEWS	142.31

11/04/2016 13:39 VILLAGE OF GLEN ELLYN
maryr PAID WARRANT REPORT

P
appdwa

WARRANT: 1116-1

TO FISCAL 2016/11 01/01/2016 TO 12/31/20

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
72883 INVOICE: 45086	10/11/16			223512	P	11/04/16	126200 521048	BUILDING REVIEWS	142.
72884 INVOICE: 45162	10/19/16			223512	P	11/04/16	126200 521042	PLUMBING INSPECTIONS	1,177.
72885 INVOICE: 45085	10/11/16			223512	P	11/04/16	126200 521048	BUILDING REVIEWS	1,673.
72886 INVOICE: 45118	10/17/16			223512	P	11/04/16	126200 521048	BUILDING REVIEWS	190.
72887 INVOICE: 45119	10/17/16			223512	P	11/04/16	126200 521048	BUILDING REVIEWS	150.
VENDOR TOTALS							74,933.25 YTD PAID		3,475.
6832 POWER UP BATTERIES LLC									
72825 INVOICE: 487-277476	10/21/16			223513	P	11/04/16	50100 520970	MAINTENANCE-BUILDING & GR	12.
72826 INVOICE: 487-107385-01	10/27/16			223513	P	11/04/16	50100 580110	EQUIPMENT/CAPITAL OUTLAY	2,859.
VENDOR TOTALS							4,813.13 YTD PAID		2,872.
2379 THE BANK OF NEW YORK MELLON TRUST CO, NA									
72888 INVOICE: 252-1977914	10/17/16			223514	P	11/04/16	55700 520855	PAYING AGENT FEE	802.50
VENDOR TOTALS							33,273.75 YTD PAID		802.50
103 BRISTOL HOSE & FITTING									
72822 INVOICE: 3323477	10/21/16			223515	P	11/04/16	65000 530310	PARTS PURCHASED	90.00
72823 INVOICE: 3323544	10/21/16			223515	P	11/04/16	65000 530310	PARTS PURCHASED	151.19
VENDOR TOTALS							3,388.28 YTD PAID		241.19
7998 BURNS & MCDONNELL ENGINEERING									
72916 INVOICE: 27866	11/03/16			223516	P	11/04/16	100 240100	ESCROWS - DEVELOPER DEPOS	5,720.00
VENDOR TOTALS							5,720.00 YTD PAID		5,720.00
137 CDW GOVERNMENT, INC.									
72828 INVOICE: FSB1450	10/20/16			223517	P	11/04/16	121400 570110	COMPUTER EQUIPMENT/PROJEC	250.91
72829 INVOICE: FRX3179	10/19/16			223517	P	11/04/16	121400 570110	COMPUTER EQUIPMENT/PROJEC	573.68
VENDOR TOTALS							6,080.25 YTD PAID		824.59
6043 CHICAGO PARTS & SOUND LLC									
72830 10/21/16				223518	P	11/04/16	65000 530310	PARTS PURCHASED	36.

11/04/2016 13:39 VILLAGE OF GLEN ELLYN
maryr PAID WARRANT REPORT

WARRANT: 1116-1

TO FISCAL 2016/11 01/01/2016 TO 12/31/2016
P 3
appdwarr

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
INVOICE: 72831 795502	10/25/16			223518	P	11/04/16	65000	530310 PARTS PURCHASED	-36.95
INVOICE: 72832 796235	10/25/16			223518	P	11/04/16	65000	530310 PARTS PURCHASED	143.99
INVOICE: 72833 796072	10/17/16			223518	P	11/04/16	65000	530310 PARTS PURCHASED	-8.62
INVOICE: 794145									135.37
VENDOR TOTALS				8,265.45	YTD	INVOICED		8,265.45	YTD PAID
1076 CINTAS CORPORATION NO 2									
72835 09/29/16				223519	P	11/04/16	50100	520970 MAINTENANCE-BUILDING & GR	286.45
INVOICE: F9400155676									
VENDOR TOTALS				1,491.46	YTD	INVOICED		1,491.46	YTD PAID
167 CLEMENT COMMUNICATIONS, INC.									
72834 10/19/16				223520	P	11/04/16	50100	530225 SAFETY SUPPLIES	143.42
INVOICE: 9332280554									
VENDOR TOTALS				286.84	YTD	INVOICED		286.84	YTD PAID
3743 RYAN CUSACK									
72889 10/17/16				223521	P	11/04/16	134200	520625 TRAVEL	45.00
INVOICE: ER110316									
VENDOR TOTALS				280.00	YTD	INVOICED		280.00	YTD PAID
9079 PATRICK T DUGAN									
72890 11/02/16				223522	P	11/04/16	55730	520904 ENTERTAINMENT	250.00
INVOICE: 110316									
VENDOR TOTALS				1,100.00	YTD	INVOICED		1,100.00	YTD PAID
256 DUPAGE MAYORS & MANAGERS CONF.									
72836 10/17/16				223523	P	11/04/16	121200	521230 PUBLIC RELATIONS	40.00
INVOICE: 9642									
VENDOR TOTALS				25,165.60	YTD	INVOICED		25,165.60	YTD PAID
262 DUPAGE WATER COMMISSION									
DPWC-98 11/01/16				17731	W	11/04/16	50100	530500 LAKE MICHIGAN WATER	358,824.00
INVOICE: DPWC-111									
VENDOR TOTALS				3,728,186.75	YTD	INVOICED		3,728,186.75	YTD PAID
9303 MARY PORTER									
72837 10/26/16				223524	P	11/04/16	50200	530225 SAFETY SUPPLIES	141.54
INVOICE: 1902615072									

11/04/2016 13:39 | VILLAGE OF GLEN ELLYN
maryr | PAID WARRANT REPORT

WARRANT: 1116-1

TO FISCAL 2016/11 01/01/2016 TO 12/31/2016

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	YTD PAID	YTD INVOICED
VENDOR TOTALS									586.56	586.56
9362 G & K SERVICES, CO 72838 10/20/16 INVOICE: 1028412116 72838 10/20/16 INVOICE: 1028412116				223525	P	11/04/16	143100	MAINTENANCE-BUILDING & GR	520970	223525
				223525	P	11/04/16	65000	LEASED EQUIPMENT	521125	223525
VENDOR TOTALS									1,477.09	1,477.09
348 GLEN ELLYN CHAMBER OF COMMERCE 72913 09/20/16 INVOICE: 13956				223526	P	11/04/16	121200	PUBLIC RELATIONS	521230	223526
VENDOR TOTALS									5,458.27	5,458.27
356 GLEN ELLYN VOLUNTEER FIRE CO. 6484510 11/01/16 INVOICE: FY16-11				223527	P	11/04/16	24000	FIRE COMPANY CONTRIBUTION	520150	223527
VENDOR TOTALS									510,257.50	510,257.50
368 GRACE LUTHERAN CHURCH GRACE-44 11/01/16 INVOICE: GRACE-62 GRACE-44 11/01/16 INVOICE: GRACE-62				223528	P	11/04/16	121500	PROFESSIONAL SERVICES - O	521055	223528
				223528	P	11/04/16	121500	TELECOMMUNICATIONS	521195	223528
VENDOR TOTALS									3,300.00	3,300.00
370 GRAYBAR ELECTRIC COMPANY INC 72839 10/05/16 INVOICE: 987659629				223529	P	11/04/16	50100	EQUIPMENT/CAPITAL OUTLAY	580110	223529
VENDOR TOTALS									956.14	956.14
10301 GREAT LAKES COCA-COLA DISTRIBUTION, LLC 72827 10/05/16 INVOICE: 811207190				223530	P	11/04/16	134100	OPERATING SUPPLIES	530105	223530
VENDOR TOTALS									737.44	737.44
4547 HD SUPPLY WATERWORKS, LTD. 72841 10/27/16 INVOICE: G342359				223531	P	11/04/16	50100	MAINTENANCE-VALVES	521025	223531
VENDOR TOTALS									20,279.42	20,279.42
9087 ILLINOIS POWER MARKETING COMPANY 72840 10/14/16				223532	P	11/04/16	21000	STREET LIGHTING/ENERGY CO	521190	223532

11/04/2016 13:39 | VILLAGE OF GLEN ELLYN
maryr | PAID WARRANT REPORT

WARRANT: 1116-1

TO FISCAL 2016/11 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: 104285016101									
VENDOR TOTALS		126,445.34		YTD INVOICED			126,445.34	YTD PAID	11,455.00
10350 KELLY SERVICES, INC 72917 07/25/16 INVOICE: 29179447				223533	P	11/04/16	121100	VILLAGE COMMISSIONS	122.00
VENDOR TOTALS		122.00		YTD INVOICED			122.00	YTD PAID	122.00
516 KIEFT BROTHERS, INC. 72844 10/24/16 INVOICE: 221702				223534	P	11/04/16	50200	MAINTENANCE-SANITARY SEWE	197.00
VENDOR TOTALS		860.26		YTD INVOICED			860.26	YTD PAID	197.00
612 KONICA MINOLTA BUSINESS SOLUTIONS INC 72842 10/23/16 INVOICE: 9002852096 72843 10/24/16 INVOICE: 9002856264				223535	P	11/04/16	121400	COPIER	250.00
VENDOR TOTALS		13,058.67		YTD INVOICED			13,058.67	YTD PAID	752.09
10348 HANS LUCHS 72891 11/02/16 INVOICE: 110316				223536	P	11/04/16	55730	ENTERTAINMENT	400.00
VENDOR TOTALS		400.00		YTD INVOICED			400.00	YTD PAID	400.00
6854 MACH 1 INC 72847 10/29/16 INVOICE: 20160408				223537	P	11/04/16	100	ESCROWS - DEVELOPER DEPOS	2,000.00
VENDOR TOTALS		2,000.00		YTD INVOICED			2,000.00	YTD PAID	2,000.00
10155 ELIZABETH A MAGER 72894 11/02/16 INVOICE: 110316				223538	P	11/04/16	25000	FACADE/RETAIL AWARD PROGR	15,000.00
VENDOR TOTALS		15,000.00		YTD INVOICED			15,000.00	YTD PAID	15,000.00
584 MCCANN INDUSTRIES, INC. 72846 10/21/16 INVOICE: 1386111 72848 10/27/16 INVOICE: 1386419				223539	P	11/04/16	65000	GAS AND OIL	88.39
VENDOR TOTALS		325.24		YTD INVOICED			325.24	YTD PAID	126.73
595 MENARDS, INC.									

11/04/2016 13:39 VILLAGE OF GLEN ELLYN
maryr PAID WARRANT REPORT

WARRANT: 1116-1

TO FISCAL 2016/11 01/01/2016 TO 12/31/2016

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
72849 INVOICE: 35545	10/24/16			223540	P	11/04/16	50100	520970	MAINTENANCE-BUILDING & GR
72850 INVOICE: 34491	10/12/16			223540	P	11/04/16	50100	520970	MAINTENANCE-BUILDING & GR
VENDOR TOTALS		2,762.30	YTD INVOICED					2,762.30	YTD PAID
596 METRO PARAMEDIC SERVICES, INC. 72892 INVOICE: 20-00334	09/16/16			223541	P	11/04/16	135200	520925	AMBULANCE SERVICE
VENDOR TOTALS		315,110.86	YTD INVOICED					315,110.86	YTD PAID
966 WM. F. MEYER CO. 72851 INVOICE: S3157460.001	10/24/16			223542	P	11/04/16	50100	520970	MAINTENANCE-BUILDING & GR
VENDOR TOTALS		2,781.55	YTD INVOICED					2,781.55	YTD PAID
599 MICHAEL'S UNIFORM CO. 72845 INVOICE: 82599	10/21/16			223543	P	11/04/16	121200	520305	EMPLOYEE RECOGNITION
VENDOR TOTALS		9,165.92	YTD INVOICED					9,165.92	YTD PAID
8205 MUNICIPAL GIS PARTNERS, INC 72893 INVOICE: 2991	10/31/16			223544	P	11/04/16	121400	521055	PROFESSIONAL SERVICES - O
72893 INVOICE: 2991	10/31/16			223544	P	11/04/16	50100	521055	PROFESSIONAL SERVICES - O
72893 INVOICE: 2991	10/31/16			223544	P	11/04/16	50200	521055	PROFESSIONAL SERVICES - O
VENDOR TOTALS		86,769.88	YTD INVOICED					86,769.88	YTD PAID
5841 GENUINE PARTS CO-NAPA 72852 INVOICE: 388104	10/25/16			223545	P	11/04/16	65000	530105	OPERATING SUPPLIES
72853 INVOICE: 387598	10/21/16			223545	P	11/04/16	65000	530310	PARTS PURCHASED
72854 INVOICE: 388199	10/26/16			223545	P	11/04/16	65000	530310	PARTS PURCHASED
VENDOR TOTALS		4,331.56	YTD INVOICED					4,331.56	YTD PAID
635 NATIONAL ELEVATOR INSPECTION SVCS INC 72898 INVOICE: 249716	10/19/16			223546	P	11/04/16	126200	521044	ELEVATOR INSPECTIONS
VENDOR TOTALS		8,322.50	YTD INVOICED					8,322.50	YTD PAID

11/04/2016 13:39 VILLAGE OF GLEN ELIYN
maryr PAID WARRANT REPORT

WARRANT: 1116-1

P
appdwa
TO FISCAL 2016/11 01/01/2016 TO 12/31/20

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
8130 NEUCO INC 72344 INVOICE: 72897 INVOICE: 2150855	10/06/16 2114348 10/31/16 2150855			223547 223547	P P	11/04/16 11/04/16	121300 121300	520970 530105 MAINTENANCE-BUILDING & GR OPERATING SUPPLIES	-19. 148. 128.
VENDOR TOTALS				1,643.80 YTD INVOICED				1,643.80 YTD PAID	
7183 NEWEGG INC 72855 INVOICE: 72856 INVOICE: 72857 INVOICE: 72858 INVOICE: 1202216175	10/25/16 1202217451 10/25/16 1202218037 10/20/16 1202191197 10/24/16 1202216175			223548 223548 223548 223548 223548	P P P P P	11/04/16 11/04/16 11/04/16 11/04/16 11/04/16	121400 121400 121400 121400 134100	570110 570110 530100 530100 530100 COMPUTER EQUIPMENT/PROJEC COMPUTER EQUIPMENT/PROJEC OFFICE SUPPLIES OFFICE SUPPLIES	87. 106. 97. 24. 317.
VENDOR TOTALS				6,895.78 YTD INVOICED				6,895.78 YTD PAID	
651 NORTHERN ILLINOIS GAS COMPANY 72895 INVOICE: 72896 INVOICE: 72896 INVOICE: 72896	10/20/16 72895 10/27/16 72896 10/27/16 72896			223549 223549 223549 223549	P P P P	11/04/16 11/04/16 11/04/16 11/04/16	55710 55720 55730 55730	521200 521200 521200 521200 UTILITIES UTILITIES UTILITIES	123.71 605.32 605.32 1,334.35
VENDOR TOTALS				32,379.72 YTD INVOICED				32,379.72 YTD PAID	
738 RAY O'HERRON CO. INC. 72899 INVOICE: 72900 INVOICE: 1660342-IN	10/27/16 1660641-IN 10/27/16 1660342-IN			223550 223550	P P	11/04/16 11/04/16	134200 134200	530445 530445 UNIFORMS UNIFORMS	74.99 490.00
VENDOR TOTALS				29,238.50 YTD INVOICED				29,238.50 YTD PAID	
1458 OFFICE DEPOT, INC 72859 INVOICE: 72859 INVOICE: 72859 INVOICE: 72859 INVOICE: 72859 INVOICE: 72859 INVOICE: 72859	09/16/16 865321911001 09/16/16 865321911001 09/16/16 865321911001 09/16/16 865321911001 09/16/16 865321911001 09/16/16 865321911001 09/16/16 865321911001			223551 223551 223551 223551 223551 223551 223551 223551 223551 223551 223551	P P P P P P P P P P P	11/04/16 11/04/16 11/04/16 11/04/16 11/04/16 11/04/16 11/04/16 11/04/16 11/04/16 11/04/16 11/04/16	121100 121200 121300 122100 122200 134100	530100 530100 530100 530100 530100 530100 530100 530100 530100 530100 530100 OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES	23.08 1.82 1.82 13.96 .92 .39

11/04/2016 13:39
maryr

VILLAGE OF GLEN ELLYN
PAID WARRANT REPORT

WARRANT: 1116-1

TO FISCAL 2016/11 01/01/2016 TO 12/31/2016

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
72859 INVOICE:	09/16/16			223551	P	11/04/16	530100	OFFICE SUPPLIES	1.11
72859 INVOICE:	09/16/16			223551	P	11/04/16	530100	OFFICE SUPPLIES	2.96
72859 INVOICE:	09/16/16			223551	P	11/04/16	530100	OFFICE SUPPLIES	343.94
72859 INVOICE:	09/16/16			223551	P	11/04/16	530100	OFFICE SUPPLIES	.92
72859 INVOICE:	09/16/16			223551	P	11/04/16	530100	OFFICE SUPPLIES	.78
72859 INVOICE:	09/16/16			223551	P	11/04/16	530100	OFFICE SUPPLIES	1.82
72859 INVOICE:	09/16/16			223551	P	11/04/16	530100	OFFICE SUPPLIES	-141.86
72860 INVOICE:	08/09/16			223551	P	11/04/16	530100	OFFICE SUPPLIES	2.71
72861 INVOICE:	09/14/16			223551	P	11/04/16	530100	OFFICE SUPPLIES	5.92
72861 INVOICE:	09/14/16			223551	P	11/04/16	530100	OFFICE SUPPLIES	2.71
72861 INVOICE:	09/14/16			223551	P	11/04/16	530100	OFFICE SUPPLIES	12.91
72861 INVOICE:	09/14/16			223551	P	11/04/16	530100	OFFICE SUPPLIES	2.96
72861 INVOICE:	09/14/16			223551	P	11/04/16	530100	OFFICE SUPPLIES	43.36
72861 INVOICE:	09/14/16			223551	P	11/04/16	530100	OFFICE SUPPLIES	2.96
72861 INVOICE:	09/14/16			223551	P	11/04/16	530100	OFFICE SUPPLIES	1.49
VENDOR TOTALS				10,083.29	YTD	INVOICED	10,083.29	YTD PAID	324.10
676 PACKEY WEBB FORD, INC. 72863 INVOICE:	10/21/16			223552	P	11/04/16	530310	PARTS PURCHASED	31.19
72864 INVOICE:	135783 10/20/16			223552	P	11/04/16	530310	PARTS PURCHASED	168.75
VENDOR TOTALS				18,204.84	YTD	INVOICED	18,204.84	YTD PAID	199.94
1721 PORTER PIPE & SUPPLY CO. 72865 INVOICE:	09/27/16 11499968-00			223553	P	11/04/16	580110	EQUIPMENT/CAPITAL OUTLAY	89.28
VENDOR TOTALS				89.28	YTD	INVOICED	89.28	YTD PAID	89.28
715 PRESCIENT DEVELOPMENT, INC. 72901 INVOICE:	11/01/16 1116019			223554	P	11/04/16	521055	PROFESSIONAL SERVICES - O	3,214.17

11/04/2016 13:39 VILLAGE OF GLEN ELLYN
maryr PAID WARRANT REPORT

WARRANT: 1116-1

VENDOR NAME
DOCUMENT

INV DATE VOUCHER PO CHECK NO T CHK DATE GL ACCOUNT GL ACCOUNT DESCRIPTION

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	YTD PAID	YTD INVOICED
VENDOR TOTALS					38,047.51					38,047.51	
6552 PROVANTAGE CORPORATION											
72862		10/18/16									
INVOICE: 7779833					223555	P	11/04/16	121400	OPERATING SUPPLIES	530105	
72902		10/25/16			223555	P	11/04/16	143100	EQUIPMENT/CAPITAL OUTLAY	580110	
INVOICE: 7784943					223555	P	11/04/16	143100	EQUIPMENT/CAPITAL OUTLAY	580110	
72903		10/25/16			223555	P	11/04/16	143100	EQUIPMENT/CAPITAL OUTLAY	580110	
INVOICE: 7784901					223555	P	11/04/16	143100	EQUIPMENT/CAPITAL OUTLAY	580110	
72904		10/25/16			223555	P	11/04/16	126100	OFFICE SUPPLIES	530100	
INVOICE: 7784889					223555	P	11/04/16	126200	OFFICE SUPPLIES	530100	
72905		10/27/16			223555	P	11/04/16	126200	OFFICE SUPPLIES	530100	
INVOICE: 7786699											
VENDOR TOTALS					19,043.78					19,043.78	
6927 REGIONAL TRUCK EQUIPMENT CO											
72866		10/19/16			223556	P	11/04/16	65000	PARTS PURCHASED	530310	
INVOICE: 202097											
VENDOR TOTALS					29,108.48					29,108.48	
7116 THEOPHILUS SCHMID TRUST B											
FY13-23		11/01/16			223557	P	11/04/16	53000	RENTAL-LEASE	521155	
INVOICE: FY16-11											
VENDOR TOTALS					5,500.00					5,500.00	
3571 HARRY C SMITH LTD											
72906		09/08/16			223558	P	11/04/16	121700	LEGAL - PROSECUTORIAL SER	520705	
INVOICE: 959											
VENDOR TOTALS					77,053.64					77,053.64	
2687 STAPLES CONTRACT & COMMERCIAL, INC.											
72907		10/15/16			223559	P	11/04/16	121300	OPERATING SUPPLIES	530105	
INVOICE: 3318289986					223559	P	11/04/16	121300	OPERATING SUPPLIES	530105	
72908		10/25/16									
INVOICE: 3319067823											
VENDOR TOTALS					11,654.64					11,654.64	
5018 SUBURBAN LABORATORIES, INC.											
72869		09/30/16			223560	P	11/04/16	50100	PROFESSIONAL SERVICES - O	521055	
INVOICE: 138779											
VENDOR TOTALS					5,136.50					5,136.50	

11/04/2016 13:39 | VILLAGE OF GLEN ELLYN
maryr | PAID WARRANT REPORT

WARRANT: 1116-1

TO FISCAL 2016/11 01/01/2016 TO 12/31/20

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
5758 SWAHM 724778 INVOICE:	11/01/16 SWAHM-95			17732	W	11/04/16	60000	520895	196,028.
VENDOR TOTALS		2,120,571.54	YTD INVOICED				2,120,571.54	YTD PAID	196,028.
9705 LORI THOMAS 72915 INVOICE: ER110316	11/03/16 ER110316			223561	P	11/04/16	122100	520625	114.
VENDOR TOTALS		191.26	YTD INVOICED					191.26	YTD PAID
892 UNITED COFFEE SERVICE, INC. 72909 INVOICE: 563046	10/24/16 563046			223562	P	11/04/16	121300	530105	364.
VENDOR TOTALS		2,222.05	YTD INVOICED					2,222.05	YTD PAID
6191 M.E.C. ENTERPRISES INC 72870 INVOICE: 7612	09/13/16 7612			223563	P	11/04/16	50100	520900	23.
VENDOR TOTALS		140.74	YTD INVOICED					140.74	YTD PAID
10303 UPS SUPPLY CHAIN SOLUTIONS, INC 72871 INVOICE: 1134502821	10/11/16 1134502821			223564	P	11/04/16	50100	520900	29.68
VENDOR TOTALS		57.62	YTD INVOICED					57.62	YTD PAID
915 VERIZON WIRELESS SERVICES LLC 72872 INVOICE: 9773721662	10/15/16 9773721662			223565	P	11/04/16	143100	521195	35.84
72872 INVOICE: 9773721662	10/15/16 9773721662			223565	P	11/04/16	143300	521195	17.92
72872 INVOICE: 9773721662	10/15/16 9773721662			223565	P	11/04/16	143400	521195	17.92
72872 INVOICE: 9773721662	10/15/16 9773721662			223565	P	11/04/16	50100	521195	45.84
72872 INVOICE: 9773721662	10/15/16 9773721662			223565	P	11/04/16	50200	521195	17.92
72873 INVOICE: 9773721661	10/15/16 9773721661			223566	P	11/04/16	143100	521195	148.90
72873 INVOICE: 9773721661	10/15/16 9773721661			223566	P	11/04/16	143300	521195	149.80
72873 INVOICE: 9773721661	10/15/16 9773721661			223566	P	11/04/16	143400	521195	150.54
72873 INVOICE: 9773721661	10/15/16 9773721661			223566	P	11/04/16	50100	521195	178.24
72873 INVOICE: 9773721661	10/15/16 9773721661			223566	P	11/04/16	50200	521195	178.24

11/04/2016 13:39 VILLAGE OF GLEN ELLYN
maryr PAID WARRANT REPORT

WARRANT: 1116-1

VENDOR NAME DOCUMENT	INV DATE VOUCHER PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
72873 INVOICE: 9773721661	10/15/16	223566	P	11/04/16	65000	521195	TELECOMMUNICATIONS
VENDOR TOTALS	26,385.99 YTD INVOICED					26,385.99 YTD PAID	59.
919 VILIA PARK ELECTRICAL SUPPLY CO, INC 72910 INVOICE: 1899437	11/01/16	223567	P	11/04/16	121300	530105	OPERATING SUPPLIES
VENDOR TOTALS	1,519.02 YTD INVOICED					1,519.02 YTD PAID	29.
3995 WAREHOUSE DIRECT OFFICE PRODUCTS 72876 INVOICE: 3241094-0	10/21/16	223568	P	11/04/16	143100	530100	OFFICE SUPPLIES
72876 INVOICE: 3241094-0	10/21/16	223568	P	11/04/16	143300	530100	OFFICE SUPPLIES
72876 INVOICE: 3241094-0	10/21/16	223568	P	11/04/16	143400	530100	OFFICE SUPPLIES
72876 INVOICE: 3241094-0	10/21/16	223568	P	11/04/16	50100	530100	OFFICE SUPPLIES
72876 INVOICE: 3241094-0	10/21/16	223568	P	11/04/16	50200	530100	OFFICE SUPPLIES
72877 INVOICE: 3241960-0	10/24/16	223568	P	11/04/16	143100	530100	OFFICE SUPPLIES
VENDOR TOTALS	2,380.96 YTD INVOICED					2,380.96 YTD PAID	7.64
946 WEST CENTRAL MUNICIPAL CONFERENCE 72867 INVOICE: 6347-IN	10/11/16	223569	P	11/04/16	143400	521100	TREE REPLACEMENT
72868 INVOICE: 6374-IN	10/26/16	223569	P	11/04/16	143400	520600	DUES-SUBSCRIPTIONS-REG FE
VENDOR TOTALS	40,743.00 YTD INVOICED					40,743.00 YTD PAID	825.00
957 WHOLESAL DIRECT INC 72874 INVOICE: 223800	10/14/16	223570	P	11/04/16	65000	530310	PARTS PURCHASED
VENDOR TOTALS	920.98 YTD INVOICED					920.98 YTD PAID	59.15
8565 WIDROPENWEST FINANCE LLC 72875 INVOICE: 72875	10/29/16	223571	P	11/04/16	134300	521195	TELECOMMUNICATIONS
VENDOR TOTALS	2,050.12 YTD INVOICED					2,050.12 YTD PAID	68.00
970 XEROX CORPORATION 72911 INVOICE: 86760567	11/01/16	223572	P	11/04/16	55700	530100	OFFICE SUPPLIES
72912	11/01/16	223572	P	11/04/16	121400	520901	COPIER
							438.77
							516.1

11/04/2016 13:39 VILLAGE OF GLEN ELLYN
maryr PAID WARRANT REPORT

P
appdwa

WARRANT: 1116-1

TO FISCAL 2016/11 01/01/2016 TO 12/31/20

VENDOR NAME	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION
-------------	----------	---------	----	----------	---	----------	------------	------------------------

INVOICE: 86760565

VENDOR TOTALS	10,183.03	YTD INVOICED	10,183.03	YTD PAID	955.
---------------	-----------	--------------	-----------	----------	------

708,858.

REPORT TOTALS

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	68	154,005.94
TOTAL WIRE TRANSFERS	2	554,852.84

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



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

Meeting: 11/14/16 07:00 PM
Department: Administration
Department Head: Al Stonitsch
Category: Appointment
Prepared By: Caroline Conlon

SCHEDULED

AGENDA ITEM (ID # 2511)

DOC ID: 2511

Approve the recommendation of Village President Alexander W. Demos that the following appointments and reappointments be made: John M. Mulherin, Finance Commission, for a term ending May 31, 2018; James M. Meyers, Chairman, Board of Fire and Police Commissioners, for a term ending May 31, 2017; Wesley R. Peters, Board of Fire and Police Commissioners, for a term ending May 31, 2017; Cynthia Steinbach, Board of Fire and Police Commissioners, for a term ending May 31, 2018.

ATTACHMENTS:

- FC Mulherin Application (PDF)

VILLAGE OF GLEN ELLYN

**PERSONAL PROFILE OF APPLICANT
FOR SERVICE ON VOLUNTEER ADVISORY BOARD OR COMMISSION**

Name Mulherin John M Today's Date 7.21.16
 (Last) (First) (Initial)

Home Address 569 DOESTET AVE

Phone No.(s) C. 630. 881. 2033 W 630. 384. 3133 E-mail JMulherin@MRVLAW.COM

Business Address (including name of company) Mulherin, Rehfeldt & Sedoth, PC
211 E. WHEATON AVE, #200, WHEATON IL 60187

Business Phone 630. 384. 3133 Number of Years Glen Ellyn Resident 23

EDUCATIONAL BACKGROUND AND OTHER PERTINENT EXPERIENCE

Name, Location, Etc.	From	To
<u>UNIVERSITY of ILLINOIS, BA</u>	<u>1960-</u>	<u>1964</u>
<u>NORTHWESTERN University, J.D</u>	<u>1964 -</u>	<u>1967</u>

CIVIC AND FRATERNAL ORGANIZATIONS AND ACTIVITIES

ROTARY Club of Glen Ellyn, (1987-Present); Zoning Board of Appeals (1997-99)
Plan Commission, Chair (1999-2001) Village TRUSTEE (2001-2005)
Glen Ellyn Library TRUSTEE - PRESIDENT (2011-2015)

BUSINESS OR PROFESSIONAL ACTIVITIES

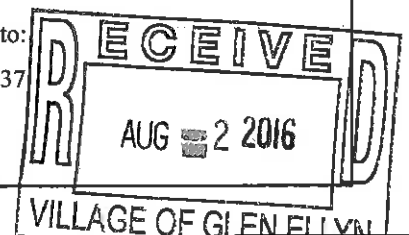
(including type of present employment)

DIRECTOR, Community Bank WHEATON - Glen Ellyn (1996-2015)

PLEASE INDICATE VILLAGE BOARD/COMMISSION INTERESTS

FINANCE COMMISSION

Thank you for your interest! Please return this completed form to:
 Glen Ellyn Village Clerk, 535 Duane Street, Glen Ellyn, IL 60137
 (630) 547-5204 (630) 469-8849 Fax





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

Meeting: 11/14/16 07:00 PM
Department: Administration
Department Head: Al Stonitsch
Category: Award
Prepared By: Meredith Hannah

SCHEDULED

AGENDA ITEM (ID # 2461)

DOC ID: 2461

Approve a Facade Improvement Award in the amount of \$10,000, and a Fire Prevention Improvement Award in the amount of \$3,750, to Oak & Steel, Inc., located at 480 North Main Street. (Economic Development Coordinator Hannah)

Background

On October 12, 2016, Ms. Reese and Ms. Appleberry met with staff to submit their request for both façade and fire prevention award assistance. Ms. Reese and Ms. Appleberry are purchasing the property at 480 N. Main Street, which has been vacant for over a year, to open the first Aveda Men's Grooming salon in the Midwest, Oak & Steel, Inc. With Oak & Steel Aveda merges traditional men's grooming and holistic well-being, bringing the best in men's haircuts, hot shave, facial, manicure, pedicure, waxing and shoeshine. Both women bring a wealth of knowledge and expertise to Oak & Steel. The request is for \$3,750 in Fire Prevention Award and \$10,000 in Façade Award.

Award Background

The Façade Award Program was created to facilitate the private sector in making façade improvements that encourage new retail businesses or the retention of existing retail businesses in the Village. The Fire Prevention Award Program assists businesses and property owners with meeting life safety code improvements and assisting in preserving the unique building stock within the downtown. The program supports the installation of fire alarm and sprinkler systems in buildings located in the C5A and C5B business districts.

Approved projects are eligible to receive Awards in an amount not-to-exceed \$15,000 per award request, as determined by the Village Board based on the following award scale:

Investment			Award
Low		High	
\$ 2,000.00	up to	\$ 3,499.00	\$ 1,000.00
\$ 3,500.00	up to	\$ 4,999.00	\$ 1,750.00
\$ 5,000.00	up to	\$ 7,499.00	\$ 2,500.00
\$ 7,500.00	up to	\$ 9,999.00	\$ 3,750.00
\$ 10,000.00	up to	\$ 12,499.00	\$ 5,000.00
\$ 12,500.00	up to	\$ 14,999.00	\$ 6,250.00
\$ 15,000.00	up to	\$ 17,499.00	\$ 7,500.00
\$ 17,500.00	up to	\$ 19,999.00	\$ 8,750.00
\$ 20,000.00	up to	\$ 24,999.00	\$10,000.00
\$ 25,000.00	up to	\$ 27,499.00	\$12,500.00
\$ 27,500.00	up to	\$ 29,999.00	\$13,750.00
\$ 30,000.00	up to	+	\$15,000.00

Due to the timing of this request and limited available funds remaining for 2016, staff is recommending allocating the façade award from the 2016 budget and the fire prevention award from the 2017 budget.

Fire Prevention Award Issues

Fire Prevention Awards are available to all commercial properties in the Village's Central Business Districts (C5A or C5B). Eligible applicants include the owners of commercial buildings or commercial businesses. The program provides awards for installation or updating of fire safety and suppression systems. Additionally, applicants must plan to install a minimum of \$2,000 of material improvements.

Staff recognizes the following eligible fire prevention improvement costs outlined/identified in the application:

Install a 5-zone fire alarm control panel with all required smoke and heat detectors as well as all visual warning devices.	\$7,123.00
Provide and install all necessary conduit	\$2,335.00
Total eligible expenses	\$9,458.00

These improvements are consistent with the intent of the Award program.

Façade Award Issues

Façade Improvement Awards are available to all commercial properties in the Village. Eligible applicants include the owners of commercial buildings or commercial businesses. Work which qualifies for assistance through the Façade Improvement Award includes improvements to the exterior of a building which are visible from the public right-of-way and are permanent structural improvements. Eligible improvements include significant façade enhancements, new window systems or frame replacement and repair (excluding broken glass), exterior doors, exterior lighting, restoration of original architectural features, exterior building materials for building additions, or other permanent exterior enhancements to property consistent with the architectural integrity of the building and the Village's Appearance Review Guidelines. Additionally, applicants must plan to install a minimum of \$2,000 of material improvements.

Staff recognizes the following eligible façade improvement costs outlined/identified in the application:

Exterior Demolition	\$ 3,750.00
Paint Removal on existing brick	\$ 5,300.00
New Storefront & Glazing	\$ 8,903.00
Cladding of storefront with wood tile	\$ 2,746.00
Total eligible expenses	\$20,699.00

These improvements are consistent with the intent of the Award program.

Funding

As approximately \$10,250 is remaining this fiscal year (see attached summary), there are sufficient funds available for the façade request. Staff is recommending awarding the fire prevention award out of funds designated for the 2017 budget. In preliminary budget discussions, the Village Board is considering \$125,000 in Award funds for downtown projects and \$30,000 for Roosevelt Rd and Historic Stacy' Corners businesses with the 2017 Budget.

Action Requested

The Village Board may approve the Award request for a \$3,750 Fire Prevention Award and a \$10,000 Facade Improvement Award; OR approve a different Award amount; OR choose to deny the request.

Attachments

1. 480 N Main St Award Applications
2. Award Budget Summary

ATTACHMENTS:

- 480 N Main Fire Prevention System Award Application (PDF)
- 480 N Main Facade Award Application (PDF)
- Award Budget Summary 11-1-16 (PDF)

VILLAGE OF GLEN ELLYN

Fire Prevention Award

REQUIRED SUBMITTALS WITH APPLICATION:

- Signed lease, committing to minimum of a 3-year lease term is required for all new and relocating businesses (if a lease has not yet been signed, disbursement of the approved funds will be contingent on the Village receiving a signed lease).
- Signed vendor contract(s) with detailed costs for each proposed improvement.
- Consent from the building owner for proposed improvements, by signature on the attached form.
- Completed IRS Form W-9 Request for Taxpayer Identification Number and Certification

BUSINESS OWNER INFORMATION:

Business Owner Name: Dana Reese / Jori Appleberry - 783 Euclid Ave Glen Ellyn

Home Address: 688 Chidester Ave. Glen Ellyn

Business Name: Oak + Steel, Inc.

Business Address: 480 N. Main St. Glen Ellyn IL 60137

Business Phone: 630 310-6062 Fax: _____

Home Phone: 630 310-6062 Email: dana.oakandsteel@gmail.com
jorirae@gmail.com

If tenant, what is the expiration date of your current lease? _____

If buyer under contract or tenant, who is the property owner? Karen Millonzi

Property Owner Name: Karen Millonzi

Property Owner Address: 1512 Daly Rd. Wheaton, IL 60187

Property Owner Phone: 630 542-3333 Property Owner Fax: _____

Property Owner E-mail: Kamillonzi@yahoo.com

DESCRIPTION OF PROPOSED IMPROVEMENTS

Install a 5 zone-fire alarm control panel with
7 photoelectric smoke detectors, 1 heat detector,
3 double action, manual pull stations. Install
4 audio/visual warning devices, 2 visual only
warning devices.

ITEMIZED ACTIVITY DESCRIPTION**COST**

See attached.

TOTAL PROJECT COST:**AMOUNT OF AWARD REQUESTED:**

\$ 9,458.00
\$ 3,750.00

APPLICATION CERTIFICATION

I, the undersigned, certify that I have read the program description and requirements for the Village of Glen Ellyn Retail Façade Improvement Award. I certify that all information provided herein is true and accurate to the best of my knowledge. I understand that the improvements described in this application must receive all required permit approvals from the Village of Glen Ellyn prior to the commencement of construction.

Furthermore, I, the undersigned, my successors and assigns, hereby agree to save and hold harmless the Village of Glen Ellyn and any of its employees, officers and directors from all cost, injury and damage to any person or property whatsoever, any of which is caused by an activity, condition or event arising out of the performance, preparation for performance or nonperformance of any project improvement included in my award application. The above cost, injury, damage or other injury or damage incurred by or to any of the above shall include, in the event of an action, court costs, expenses of litigation and reasonable attorneys' fees. I understand that if my business closes or moves out of the Village of Glen Ellyn within 3 years I will be required to repay the Village in an amount as described on page 3 of the award packet.

Dana F. Reese

Applicant Name (PRINT)

Dana F. Reese

Applicant Signature

Date: 10-6-16**CONSENT FROM PROPERTY OWNER (Required if different from Applicant)**Karen Millonzi

Property Owner Name (PRINT)

Karen Millonzi

Property Owner Signature

Date: 10-6-16

*****Office Use Only*****

Application is: _____ Approved _____ Denied

Village President_____
Date_____
Economic Development Coordinator_____
Date



We Protect Lives and Property

September 15, 2016

Mr. Randy Jostes
Design Alternate
Frontage Road
South Holland, Illinois 60540

Re: Aveda Men's Spa

Dear Randy:

Thank you for the opportunity to design a fire alarm system for Aveda Men's Spa.

Scope of work:

Install a 5-zone fire alarm control panel with standby rechargeable power supply.

Mount the panel at the exit door where the Fire Department will enter.

Install 7 photoelectric smoke detectors.

Install 1 heat detector.

Install 3 double action, manual pull stations.

Install 4 audio/visual warning devices.

Install 2 visual only warning devices.

Provide a fire alarm submittal to the authority having jurisdiction. Plan review and/or permit fees are unknown at this time, and will be an additional cost to the subscriber.

Provide a final acceptance test with the authority having jurisdiction.

Your investment will be as follows:

	Outright Purchase
	Installation
Fire alarm	\$7,123.00

If ADS is required to provide and install conduit, the one-time installation fee will be \$9,458.00.

It is understood and agreed that the Subscriber will provide a dedicated 120VAC circuit to the fire alarm control panel location.

It is understood and agreed that if any authority having jurisdiction requires any changes and/or permits to the above system, it will be at additional expense to the Subscriber.

A 50-percent down payment of the contract price will be expected upon signing of the Security Service Agreement or when billed to Sub shortly thereafter. The remainder of the contract price shall be due on completion of the installation.

1111 Church Road ▲ Aurora, Illinois 60505 ▲ 630.844.6300 ▲ Fax: 630.844.5386

Security-Master, Inc. - Locksmiths 630.844.6330

www.adsalarm.com

Alarm License #127-000143 ▲ Locksmith License #192-000270

If you have any questions, please feel free to call me at 630.844.5314. I look forward to being of service to you.

Sincerely,

William D. Waitek
Senior Security Consultant

WDW:mhs

F:\SALESWAITEK\AVEADA MENS SPA\FIRE ALARM.DOCX

VILLAGE OF GLEN ELLYN
Retail Façade Improvement Award

REQUIRED SUBMITTALS WITH APPLICATION:

- ✓• Current digital photos of all building facades visible from the public right of way which will receive improvements
- ✓• A schematic drawing with enough detail to depict the proposed improvements
- ⊙• Signed vendor contract(s) with detailed costs for each proposed improvement (excluding ineligible portions of improvements, e.g. lettering on awnings)
- ✓• Consent from the building owner for proposed improvements, by signature on the attached form
- ✓• Completed IRS Form W-9 Request for Taxpayer Identification Number and Certification
- A narrative as outlined below:
 - ✓➤ Description of proposed facade work including information about the proposed building materials and methodology for proposed changes.
 - ✓➤ Description of your business and the related industry.
 - ✓➤ Features and advantages of your product and how improvements sought will improve the business and/or Village.
 - ✓➤ Credentials and experience of business owner.
 - Any unusual or expected difficulties or hardships in making the proposed improvements.

BUSINESS OWNER INFORMATION:

Business Owner Name: Dana Reese / Jori Appleberry-738 Euclid Ave. Glen Ellyn

Home Address: 688 Chidester Ave. Glen Ellyn

Business Name: Oak & Steel

Business Address: 480 N Main St. Glen Ellyn IL 60137

Business Phone: 630-310-6062 Fax: _____

Home Phone: 630-310-6062 Email: dana.oakandsteel@gmail.com
Jorirae@gmail.com

If tenant, what is the expiration date of your current lease? _____

If buyer under contract or tenant, who is the property owner? ~~Barry Millonzi~~ Karen Millonzi

Property Owner Name: Karen Millonzi

Property Owner Address: 1512 Daly Rd Wheaton IL 60187

Property Owner Phone: 630-542-3333 Property Owner Fax: _____

Property Owner E-mail: kamillonzi@yahoo.com

DESCRIPTION OF PROPOSED IMPROVEMENTS (PER FRONT ELEVATION PLAN)

- REMOVAL OF EXISTING STOREFRONT & REPLACED WITH NEW STOREFRONT - FLUSH TO STREET/SIDEWALK.
- REMOVAL OF EXISTING PAINT ON BRICK, TO RESTORE BRICK TO NATURAL LOOK.
- NEW EXTERIOR 'FAUX WOOD-LIKE' TILE ENCLOSURE AROUND NEW 1ST FLOOR STOREFRONT
- NEW SIGNAGE FOR BUSINESS

ITEMIZED ACTIVITY DESCRIPTION

- EXTERIOR DEMOLITION WORK
- EXTERIOR REMOVAL OF PAINT ON EXISTING BRICK
- NEW STOREFRONT GLASS; ENTRY DOOR
- NEW FAUX WOOD TILE ENCLADDING
- NEW SIGNAGE
- ARCHITECTURAL PLANS FOR WORK
- EXT. METAL PANEL WORK W/ STOREFRONT

COST 3750

~~\$3500.00~~
~~\$5200.00~~ ⁵³⁰⁰
~~\$9800.00~~ ⁸⁹⁰³
~~\$2750.00~~ ²⁷⁴⁴
~~\$4250.00~~
~~\$3750.00~~
~~\$1750.00~~
~~\$30,000.00~~
~~\$30,000.00~~ ^{20,699}
~~\$30,000.00~~
\$12,000

Revised per attached estimates

TOTAL PROJECT COST:

AMOUNT OF AWARD REQUESTED:

\$10,000

WJ

APPLICATION CERTIFICATION

I, the undersigned, certify that I have read the program description and requirements for the Village of Glen Ellyn Retail Façade Improvement Award. I certify that all information provided herein is true and accurate to the best of my knowledge. I understand that the improvements described in this application must receive all required permit approvals from the Village of Glen Ellyn prior to the commencement of construction.

Furthermore, I, the undersigned, my successors and assigns, hereby agree to save and hold harmless the Village of Glen Ellyn and any of its employees, officers and directors from all cost, injury and damage to any person or property whatsoever, any of which is caused by an activity, condition or event arising out of the performance, preparation for performance or nonperformance of any project improvement included in my award application. The above cost, injury, damage or other injury or damage incurred by or to any of the above shall include, in the event of an action, court costs, expenses of litigation and reasonable attorneys' fees. I understand that if my business closes or moves out of the Village of Glen Ellyn within 3 years I will be required to repay the Village in an amount as described on page 3 of the award packet.

Dana F. Reese

Applicant Name (PRINT)

Dana F. Reese

Applicant Signature

Date: 10-6-16**CONSENT FROM PROPERTY OWNER (Required if different from Applicant)**Karen Millonzi

Property Owner Name (PRINT)

Karen Millonzi

Property Owner Signature

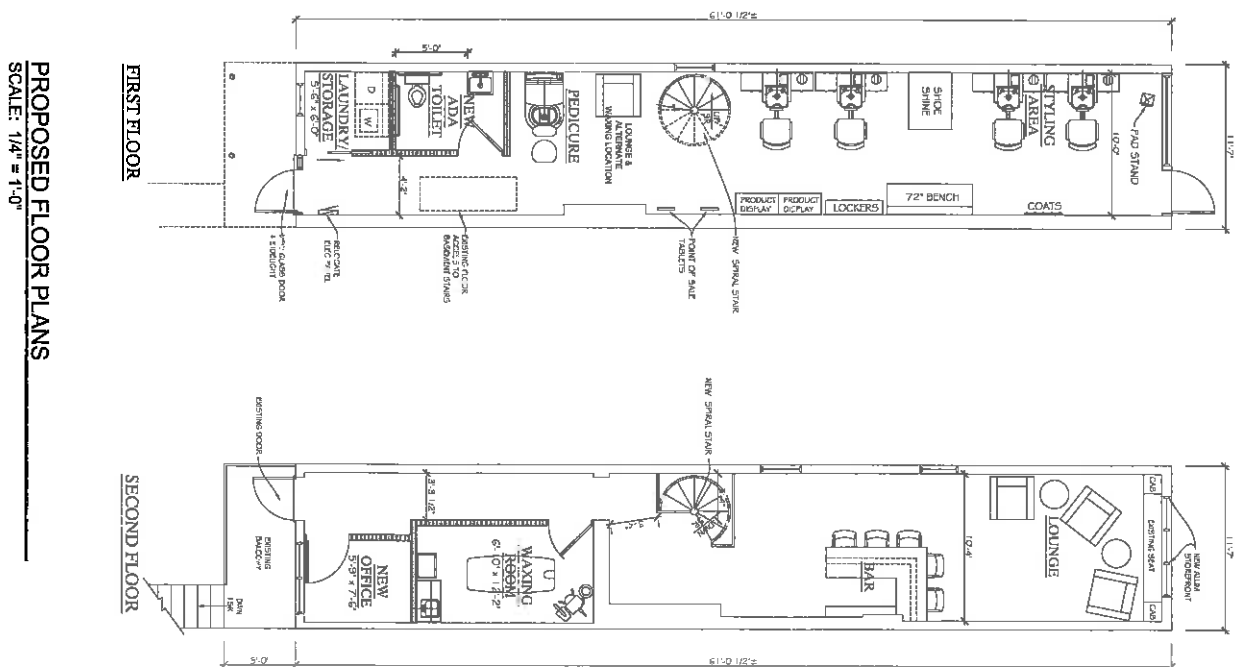
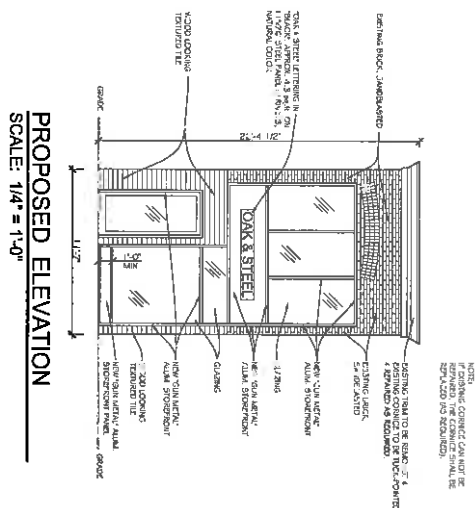
Date: 10-6-16

*****Office Use Only*****

Application is: _____ Approved _____ Denied

Village President_____
Date_____
Economic Development Coordinator_____
Date

FRONT FACADE MATERIAL LIST		
ITEM	FINISH	
EXISTING WOOD TRIM	PAINTED BLACK	
EXISTING BRICK	REPAVED/PAINTED NATURAL	
NEW ALUMINUM STOREFRONT	SLATE METAL	
NEW STEEL PANEL WALLS	NATURAL	
WOOD LOOKING TEXTURED TILE		



ESTIMATE

Aaa Remodeling Service**Randy Jostes**

Lisle IL

(630) 453-9085

Phone: (630) 392-3626

Email: aaaremodelingservice@yahoo.com

Estimate #

000001

Date

10/03/2016

Description**Total**

* Demolition of all necessary interior, supply dumpsters, provide floor and window protection	\$8,500.00
<u>EXTERIOR DEMO. WORK = \$3,750</u>	
Framing	\$7,200.00
All new walls, cut and reframe new opening for stairs, all materials related to framing and drywall plus temporary walls for front area	
Trim labor	\$5,450.00
Set 4 interior doors and run base and shoe where applicable, install all hardware on interior doors, bathroom hardware, minimal cabinet install	
Doors and trim	\$6,000.00
Materials and all hardware associated with scope not to exceed or a change order will be issued	

Subtotal

\$27,150.00

Total**\$27,150.00**

Shane Zimmer

Randy Jostes

SUPERIOR MASONRY, INC.

26 W 361 Burdette
Carol Stream, IL 60188
OFFICE: (630) 514-4872
FAX: (630) 517-8080

Email: superiormasonry@comcast.net

Website: www.superiormasonryinc.net

8.15.16

PROPOSAL SUBMITTED TO:

Randy Jostes

WORK TO BE PERFORMED AT:

480 N. Main
 Glen Ellyn, IL.

We hereby propose to furnish the materials and perform the labor necessary for the completion of the following:

- Sand Blast and tuckpoint entire face of building .
- Wash front one day after completion.
- Superior Masonry, Inc. will not be responsible for dumpsters, caulking, or any minor damage done to landscaping due to construction.

Bid does not include permit fees, if applicable. Superior Masonry, Inc. will provide certificate of insurance and bond only after receiving signed contract. Failure on our part to do so will void signed contract. Any alteration or deviation from above specifications involving extra costs will be executed only upon WRITTEN ORDER, and will become an EXTRA CHARGE over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control. All labor is guaranteed to be as specified and completed in a substantial workmanlike manner according to International Masonry Institute standards for the amount of:

NINE THOUSAND DOLLARS AND 00/100

\$9000.00

50% Deposit due upon acceptance of signed contract. Material can not be ordered until deposit is received. If job exceeds 30 days, additional payment equal to % of job complete is due; remaining balance is due upon completion of masonry construction. If final payment is not received within 45 days a Mechanics Lien will be initiated against the property owners and interest will accrue at 1.5% monthly. Any and all attorney fees, and or court costs incurred by Superior Masonry Inc. to collect such debt will be the responsibility of property owner. Above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. THIS QUOTE IS GOOD FOR ONLY 60 DAYS.

\$5,300 for

EXTERIOR WORK

Date _____

Signature _____ Signature _____

134310

Carlson Glass

Estimate

312 West Front Street
Wheaton, Illinois 60187

Customer's PO :

Printed at: 10/14/2016 12:42 pm

Voice (630) 668-7234 Fax (630) 462-4473 carlsonsglass@sbcglobal.net www.carlson-stores.com

Billing Address:

Billing addresses ID: 58029

Jostes, Randy
1603 Stonebridge Trail
Wheaton, IL 60187

Phone Number: Who to contact:
at address: 630-453-9085

A:

B:

Taxable: Yes Tax Number:

Designalternate@aol.com

Job Address:

Namaste/ Aveda,
480 N. Main Street
Glen Ellyn, IL 60137

Phone Number: Who to contact:
at address: 630-701-5902 Jackie cell

A:

B:

Taxable: Yes Tax Number:

JBS1012@Gmail.com

Workord Item

Alternative 10

Quantity	Size	Note
1		Back Door And Sidelite Standard size 3'x7' (door frame size 40 x 86 1/4) Kawneer aluminum door with one pair of butts, standard tubular push/pull, ms dead bolt lock with thumb turn, and overhead door closer. Door and sidelite glazed with 1" clear tempered insulating glass. Installed including tax. Note: Doors are quoted as standard width and height 3'x7' door leafs. Demo by others, demolition is not included in contract.
Item total		Quantity Total
\$1,896.00		1 = \$1,896.00

Subtotal for Alt # 10 :

Subtotal for Alt # 10

\$1,896.00

Alternative 11

Quantity	Size	Note
1		Back Door And Sidelite - Lever Lock Additional for lever lock latch in lieu of ms deadbolt lock.
Item total		Quantity Total
\$370.00		1 = \$370.00

Subtotal for Alt # 11 :

Subtotal for Alt # 11

\$370.00

Alternative 12

Quantity	Size	Note
1		Back Door And Sidelite - Low E Additional for Low E energy efficient glass.
Item total		Quantity Total
\$136.08		1 = \$136.08

Int #: 134310 Page:1 of 4

Jnt : 134310

Namaste/ Aveda, => 480 N. Main Street, Glen Ellyn

Subtotal for Alt # 12 :

Subtotal for Alt # 12

\$136.08Alternative 13

Quantity 1	Size	Note Back Door And Sidelite - Painted Gray Additional for gunmetal painted aluminum.
Item total		Quantity
\$176.04		1
X		=
		Quantity Total
		\$176.04

Subtotal for Alt # 13 :

Subtotal for Alt # 13

\$176.04Alternative 20

Quantity 1	Size	Note Front Entry and 1st floor Front Window Same type door as alternate #1. Adjacent window wall will be 1" clear tempered insulating glass and #17 clear anodized aluminum finish framing. Installed including tax. Note: Doors are quoted as standard width and height 3'x7' door leafs. Demo by others, demolition is not included in contract.
Item total		Quantity
\$4,386.40		1
X		=
		Quantity Total
		\$4,386.40

Subtotal for Alt # 20 :

Subtotal for Alt # 20

\$4,386.40Alternative 21

Quantity 1	Size	Note Front Entry and 1st floor Front Window - Lever Lock Additional for lever lock latch in lieu of ms deadbolt lock.
Item total		Quantity
\$370.00		1
X		=
		Quantity Total
		\$370.00

Subtotal for Alt # 21 :

Subtotal for Alt # 21

\$370.00Alternative 22

Quantity 1	Size	Note Front Entry and 1st floor Front Window - Low E Additional for Low E energy efficient glass.
Item total		Quantity
\$276.48		1
X		=
		Quantity Total
		\$276.48

Subtotal for Alt # 22 :

Subtotal for Alt # 22

\$276.48Alternative 23

Quantity 1	Size	Note Front Entry and 1st floor Front Window - Painted Gray Additional for gunmetal painted aluminum.
Item total		Quantity
\$380.16		1
X		=
		Quantity Total
		\$380.16

Subtotal for Alt # 23 :

Subtotal for Alt # 23

\$380.16Alternative 30

Inf: 134310 Page:2 of 4

Int : 134310

Namaste/ Aveda, => 480 N. Main Street, Glen Ellyn

Quantity	Size	Note
1	11' x 6' approx.	2nd Floor Window Wall

Item total	X	Quantity	=	Quantity Total
\$3,552.00	X	1	=	\$3,552.00

Subtotal for Alt # 30 :

Subtotal for Alt # 30

\$3,552.00

Alternative 32

Quantity	Size	Note
1		2nd Floor Window Wall - Low E Additional for Low E energy efficient glass.

Item total	X	Quantity	=	Quantity Total
\$237.60	X	1	=	\$237.60

Subtotal for Alt # 32 :

Subtotal for Alt # 32

\$237.60

Alternative 33

Quantity	Size	Note
1		2nd Floor Window Wall - Painted Gray Additional for gunmetal painted aluminum.

Item total	X	Quantity	=	Quantity Total
\$307.80	X	1	=	\$307.80

Subtotal for Alt # 33 :

Subtotal for Alt # 33

\$307.80

#2 \$3860

Total Items Total

\$12,088.56

Int : 134310

Namaste/ Aveda, => 480 N. Main Street, Glen Ellyn

We Propose hereby to furnish material and labor, complete in accordance with above specifications,

For the Sum of:

\$12,088.56

Authorized Signature _____

To place or verify this order: Please return one signed copy of this form and a required deposit of : \$6,044.28

Please write on the returned copy or call, fax or e-mail us with any releveant PO#s or identifying job names that apply to this work.

All Material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration, deviation or upon disassembly, we reveal additional work, from above specifications, involving extra costs will be executed only upon customer approval, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, economics, accidents, delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance. This material and or work is subject to applicable taxes, misc. freight, delivery, environmental, equipment rental and service supply charges. Condo association, local association or governing bodies' permissions, permits, approvals, requirements, or fees are customer responsibility. Your measurements are your responsibility. Our measurements if any may require a final measure or pattern before ordering.

Date / / Signature _____

Price is subject to change after 60 days.

Acceptance of Proposal -- The above prices, specifications and conditions are satisfactory and hereby accepted.

You are authorized to do the work as specified.

Final payment of total balance is to be made on completion.

BUDGET TOTALS							
Customer	Aveda Mens Spa - Oak & Steel						
Task Line	Aveda Mens Spa - Oak & Steel 480 N Main St Glen Ellyn LN / GC es604584						
LVP						\$9,561.25	
FACADE						\$2,746.60	
TOTAL BUDGET						\$12,307.85	

BUSINESS	APPLICANT NAME	ADDRESS	TYPE OF AWARD	DATE RECEIVED	DATE OF APPROVAL	AMOUNT REQUESTED	AMOUNT APPROVED	AMOUNT PAID
FY 2017 - \$155,000 Total Funds Available								
Oak & Steel	Dana Reese	480 N Main Street	Fire	10/13/2016		\$ 3,750.00		
						\$ 3,750.00	\$ -	\$ -

*\$125,000 for downtown projects funded by TIF

** \$30,000 for Roosevelt Road and Historic Stacey's Corners façade awards

BUSINESS	APPLICANT NAME	ADDRESS	TYPE OF AWARD	DATE RECEIVED	DATE OF APPROVAL	AMOUNT REQUESTED	AMOUNT APPROVED	AMOUNT PAID
FY 2016 - \$130,000 Total Funds Available								
JAYNE*	Craig B. Cohen	476 N. Main Street	Façade	1/11/2016	2/16/2016	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
JAYNE*	Joseph Costello	476 N. Main Street	Fire Prev	2/16/2016	3/22/2016	\$ 3,750.00	\$ 3,750.00	\$ 2,500.00
Ramco 450 LLC**	Brian Blizzard	575 - 581 E Roosevelt	Façade	3/8/2016	5/28/2013	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
Deacon & Mercy*	Gary Danno	430 N Main Street	Façade	4/1/2016	4/25/2016	\$ 5,000.00	\$ 5,000.00	\$
Crepe House*	Ilirjan Jankulla	548 Crescent Boulevard	Interior	4/13/2016	4/25/2016	\$ 8,750.00	\$ 8,750.00	\$ 8,750.00
Stam*	Liz Mager	530 Pennsylvania	Interior	6/1/2016	6/20/2016	\$ 15,000.00	\$ 15,000.00	
Stam*	Liz Mager	530 Pennsylvania	Façade	6/1/2016	6/20/2016	\$ 15,000.00	\$ 15,000.00	
Designstorms*	Liz Mager	530 Pennsylvania	Interior	6/1/2016	6/20/2016	\$ 15,000.00	\$ 15,000.00	
Designstorms*	Liz Mager	530 Pennsylvania	Façade	6/1/2016	6/20/2016	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
The Beer Cellar	David Hawley	488 Crescent Boulevard	Interior	8/31/2016	9/12/2016	\$ 8,750.00	\$ 8,750.00	
481 N Main	Rich Somolik	481 N Main Street	Fire Prev	9/7/2016	9/26/2016	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Glen Art Theatre	Eric White	540 Crescent Boulevard	Fire Prev	9/7/2016	9/26/2016	\$ 15,000.00	\$ 15,000.00	
Oak & Steel	Dana Reese	480 N Main Street	Façade	10/13/2016		\$ 10,000.00		
						\$ 129,750.00	\$ 119,750.00	\$ 49,750.00

*\$100,000 for downtown projects funded by TIF

** \$30,000 for Roosevelt Road and Historic Stacey's Corners façade awards

Deacon & Mercy closed August 25. Their funds were never distributed and have been placed back in available funds.

BUSINESS	APPLICANT NAME	ADDRESS	TYPE OF AWARD	DATE RECEIVED	DATE OF APPROVAL	AMOUNT REQUESTED	AMOUNT APPROVED	AMOUNT PAID
FY 2015								
Ramco 450 LLC	Brian Blizzard	575 - 581 E Roosevelt	Façade	1/13/2015	2/9/2015	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00
GLBRT 479 LLC	Jay Gilbert	479 N Main Street	Fire Prev	3/4/2015	3/23/2015	\$ 6,250.00	\$ 6,250.00	\$ 6,250.00
Marché	Jill Foucré	496 N. Main Street	Façade	5/19/2015	6/8/2015	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Banyan Tree Mall	Ken Lubowich	485 N. Main Street	Interior	5/28/2015	6/8/2015	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Marché	Jill Foucré	496 N. Main Street	Interior	7/29/2015	8/17/2015	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Re:New	Rich Somolik	483 N. Main Street	Interior	9/3/2015	9/28/2015	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
M & Em's	Jonathan Goldsmith	460 N. Main Street	Interior	9/14/2015	9/28/2015	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
M & Em's	Jonathan Goldsmith	460 N. Main Street	Façade	9/14/2015	9/28/2015	\$ 10,000.00	\$ 10,000.00	
Main Street Pub	Kevin Hahn	466 N. Main Street	Façade	10/1/2015	10/12/2015	\$ 13,750.00	\$ 13,750.00	\$ 13,750.00
Main Street Pub	Kevin Hahn	466 N. Main Street	Interior	10/1/2015	10/12/2015	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
						\$ 127,500.00	\$ 127,500.00	\$ 117,500.00

BUSINESS	APPLICANT NAME	ADDRESS	TYPE OF AWARD	DATE RECEIVED	DATE OF APPROVAL	AMOUNT REQUESTED	AMOUNT APPROVED	AMOUNT PAID
----------	----------------	---------	------------------	---------------	---------------------	---------------------	--------------------	----------------

SY 14

TMC ²	Thomas & Sue Martin	450 Duane Street	Façade	5/29/2014	6/9/2014	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
A Toda Madre	Patrick Neary	499 Main Street	Interior	8/4/2014	8/11/2014	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Busy Bee Barber	Dennis Etheridge	417 Main St	Façade	9/30/2014	10/13/2014	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00

\$ 16,750.00	\$ 16,750.00	\$ 16,750.00
--------------	--------------	--------------

BUSINESS	APPLICANT NAME	ADDRESS	TYPE OF GRANT	DATE RECEIVED	DATE OF APPROVAL	AMOUNT REQUESTED	AMOUNT APPROVED	AMOUNT PAID
FY 13/14								
Bird on a Wire Studio	Kathryn Alcock/Megan Swadley	492 Main	Façade	1/9/2013	5/15/2013	\$ 853.50	\$ 853.50	\$ 853.50
School of Rock	J. Brandon Turner	536B Crescent	Façade	4/25/2013	5/28/2013	\$ 771.50	\$ 771.50	\$ 771.50
Oberweis	Joe Oberweis	515 Roosevelt	Façade	8/6/2012	10/22/2012	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
PS Flowers/Suki Salon	Patty Sorenson/Susan Madonin	522-526 Hillside	Façade	4/13/2013	5/28/2013	\$ 2,065.00	\$ 2,065.00	\$ 2,215.00
535 Penn L.L.C.	Thomas LaMantia	535 Pennsylvania	Interior	8/14/2013	9/9/2013	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
535 Penn L.L.C.	Thomas LaMantia	535 Pennsylvania	Façade	8/14/2013	9/9/2013	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Made In Italy Trattoria	Ippolita Basile	476 Forest	Façade	8/23/2013	9/9/2013	\$ 529.00	\$ 529.00	\$ 529.00
Peanut Butter Planet	Frank Pecora	546 Crescent Blvd	Interior	11/21/2013	1/13/2014	\$ 9,373.50	\$ 9,373.50	\$ 9,373.50
Peanut Butter Planet	Frank Pecora	546 Crescent Blvd	Façade	11/21/2013	1/13/2014	\$ 10,462.50	\$ 10,462.50	-
Olive 'n Vinnie's	Karen & Gary Evensen	449 Main Street	Interior	1/13/2014	1/27/2014	\$ 3,503.45	\$ 3,503.45	\$ 3,503.45
RISE	Aaron Sullivan	499 Pennsylvania Ave	Interior	3/24/2014	4/28/2014	\$ 15,000.00	\$ 11,400.00	\$ 11,000.00
Olive 'n Vinnie's*	Karen & Gary Evensen	449 Main Street	Façade	3/25/2014	4/14/2014	\$ 4,598.00	\$ 4,598.00	\$ -
						\$ 92,156.45	\$ 88,556.45	\$ 73,245.95

*2/1/2016 decided to not move forward with the window replacement.

BUSINESS	APPLICANT NAME	ADDRESS	TYPE OF GRANT	DATE RECEIVED	DATE OF APPROVAL	AMOUNT REQUESTED	AMOUNT APPROVED	AMOUNT PAID
FY 10/11								
Marcel's	Jillian Foucre	490 N. Main	Interior	1/9/2011	1/20/2011	\$ 20,000.00	\$ 20,000.00	\$ 17,659.00
Marcel's	Jillian Foucre	490 N. Main	Façade	6/8/2011	6/27/2011	\$ 10,000.00	\$ 10,000.00	\$ 12,341.00
						\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
FY 11/12								
Gratto		433 Main	Façade		11/18/2010	\$ 10,000.00	\$ 10,000.00	\$ 9,930.00
Costello	Joe Costello	474 N. Main	Interior	6/20/2011	6/27/2011	\$ 20,000.00	\$ 15,000.00	\$ 15,000.00
Key Investment	Jeanine Valdez	462 Park	Façade	6/22/2011	7/25/2011	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00
Northside Grill	Dan Sronkoski	499 Pennsylvania; #D	Façade	7/8/2011	11/14/2011	\$ 526.00	\$ 526.00	\$ 526.00
Northside Grill	Dan Sronkoski	499 Pennsylvania; #D	Interior	10/14/2011	11/14/2011	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00
Subway	Suryakant Patel	572 Crescent	Interior	10/3/2011	11/14/2011	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Subway	Suryakant Patel	572 Crescent	Façade	10/3/2011	not approved	\$ -	\$ -	
						\$ 68,026.00	\$ 58,026.00	\$ 57,956.00
FY 12/13								
Katy's Boutique	Katy Balabinis	427 Main	Façade	3/27/2012	5/14/2012	\$ 4,071.00	\$ 4,071.00	\$ 4,071.00
AliKat	Sandra Moore	499 Pennsylvania; #B	Interior	4/11/2012	5/14/2012	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Papier Girl	Lesley Vesevick	413 Main	Interior	4/11/2012	5/14/2012	\$ 14,550.00	\$ 14,550.00	\$ 14,550.00
Run Today	Paul O'Neill	515 Crescent	Façade	6/7/2012	8/20/2012	\$ 671.50	\$ 671.50	\$ 671.50
Run Today	Paul O'Neill	515 Crescent	Interior	6/7/2012	8/20/2012	\$ 14,373.84	\$ 11,706.00	\$ 11,706.00
Flour+Wine	Michael Vai	433 Main	Interior	9/9/2012	8/8/2012	\$ 8,485.64	\$ 6,670.37	\$ 6,670.37
Blackberry Market	Anna Davidson	401 Main	Interior	10/4/2012	11/12/2012	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Larc Jewelers	Jay Gilbert	479 Main	Façade	3/25/2011	4/16/2012	\$ 1,876.00	\$ 1,876.00	\$ 1,580.84
Treasure House	Theresa Nihill	479 Pennsylvania	Façade	7/13/2012	7/19/2012	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
Elite Eyewear	Tracy Hortatsos	413 Main	Façade	10/16/2012	11/12/2012	\$ 543.00	\$ 543.00	\$ 543.00
The Stand	Lisa Demos	542 Crescent	Interior	2/4/2013	2/11/2013	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
The Stand	Lisa Demos	542 Crescent	Façade	2/4/2013	2/11/2013	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
						\$ 111,570.98	\$ 107,087.87	\$ 106,792.71



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

Meeting: 11/14/16 07:00 PM
Department: Planning & Development
Department Head: Staci Hulseberg
Category: Ordinance
Prepared By: Kelly Purvis

SCHEDULED

ORDINANCE 6449

DOC ID: 2500

Ordinance No. 6449-VC, An Ordinance Amending the Village Code, Title 2, Chapter 13, Section 3 Regarding Landmark Criteria to be Used by the Historic Preservation Commission. (Planning and Development Director Hulseberg)

Background

Following the Landmark designation of 425 Arlington Avenue, members of the Village Board expressed concern that the Village's landmarking criteria may be too lenient with only one of seven criteria needing to be met in order to acquire landmark status. Manager Franz wrote a memo dated June 15, 2016 to the Historic Preservation Commission asking that the code be revised to require more stringent standards: that more than one criteria be met in order for a landmark designation to be granted. Staff worked with the Commission over the last few months to not only increase the number of criteria required, but to create a more comprehensive list of criteria for landmarking based upon research of several other communities' landmark requirements. At the October 20, 2016 meeting the Historic Preservation Commission approved the following black-lined landmark criteria:

2-13-3: DESIGNATION OF LANDMARK OR LANDMARK DISTRICT; RECOMMENDATION AND PRELIMINARY DETERMINATION:

(A) Criteria For Designation: The commission shall familiarize itself with areas, districts, places, buildings, structures, works of art and other objects within the Village which may be considered for designation by ordinances as "Glen Ellyn landmarks", and maintain a register thereof. **Areas, districts, places, buildings, structures, works of art and other objects within the Village being considered for landmarking will have authenticity of historic identity, evidenced by the survival of physical characteristic that existed during the period of its significance.** In making its recommendation to the Village board for designation, the commission shall limit its consideration solely to the following criteria concerning such area, district, place, building, structure, work of art and other objects:

It be of an age of at least fifty (50) years, in whole or in part; and that two or more of the following conditions exist:

- 1. It be listed on the National or State Register of Historic Places; or**
- 2. Its integrity of location, design, materials and workmanship make it worthy of preservation or restoration; or**
- 3. Its value as an example of the architectural, cultural, economic, historic, social or other aspect of the heritage of the Village of Glen Ellyn, the State of Illinois, or the United States; or**
- 4. Its certain distinguishing characteristic of architecture is inherently valuable**

for the study of a time period, type of property, method of construction or use of indigenous materials; or

5. Its location as a site of an **important archaeological**, significant historic, **or natural** event; or
6. Its identification with a person or persons who significantly contributed to architectural, cultural, economic, historic, social or other aspect of the development of the Village of Glen Ellyn, the State of Illinois, or the United States; or
- 7. It be one of the few remaining examples of a particular architectural style; or**
8. Its exemplification of an architectural type or style distinguished by innovation, rarity, uniqueness or overall quality of design, detail, materials or craftsmanship; or
9. Its identification as the work of an architect, designer, engineer or builder whose individual work is significant in the history or development of the Village of Glen Ellyn, the State of Illinois, or the United States; or
10. Its representation of an architectural, cultural, economic, historic, social or other theme expressed through distinctive areas, districts, places, buildings, structures, works of art or other objects that may or may not be contiguous; or
11. Its unique location or distinctive physical appearance or presence representing an established and familiar visual feature of a neighborhood, community or the Village.

In the case of residences, the commission shall limit its consideration of landmark status to the exterior of the structure.

- (B) Recommendations of Landmarks and Landmark Districts; Preliminary Determination: The commission or any person may recommend districts, places, buildings, structures, works of art and other objects for landmark designation. If other than the commission, such person shall complete and submit a form provided by the planning and development department. Following a recommendation, the commission may, by resolution, make a preliminary determination of landmark designation; provided, that the proposed area, district, place, building, structure, work of art or other object meets **the age requirement and one two** or more of the criteria for landmark designation.

Action Requested

The Village Board is being asked to review and approve the proposed amendments to the landmark criteria. Staff has prepared the attached Ordinance for consideration.

Attachments

- Ordinance
- Exhibit A - Black-lined Landmark Criteria

Ordinance 6449

Meeting of November 14, 2016

Ordinance No. _____ - VC**An Ordinance Amending the Village Code of the Village of Glen Ellyn
Title 2, Chapter 13, Section 3 Regarding Landmark Criteria
To be Used by the Historic Preservation Commission**

Whereas, from time to time, in accordance with Section 2-13-3 of the Glen Ellyn Village Code, the Village President and Board of Trustees have granted Landmark designation to areas, districts, places, buildings, structures, works of art and other objects within the Village which may be considered worthy of such designation; and

Whereas, the Village finds it appropriate to revise and update the criteria for landmarking to provide clearer guidelines for qualifying landmarked areas, districts, places, buildings, structures, works of art and other objects within the Village, as shown on the black-lined version of the text attached hereto as "Exhibit A".

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 2-13-3 of the Village Code is hereby deleted in its entirety and in lieu thereof, the following language shall be substituted:

**2-13-3: DESIGNATION OF LANDMARK OR LANDMARK DISTRICT;
RECOMMENDATION AND PRELIMINARY DETERMINATION:**

- (A) Criteria For Designation: The commission shall familiarize itself with areas, districts, places, buildings, structures, works of art and other objects within the village which may be considered for designation by ordinances as "Glen Ellyn landmarks", and maintain a register thereof. Areas, districts, places, buildings, structures, works of art and other objects within the Village being considered for landmarking will have authenticity of historic identity, evidenced by the survival of physical characteristic that existed during the period of its

significance. In making its recommendation to the Village Board for designation, the commission shall limit its consideration solely to the following criteria concerning such area, district, place, building, structure, work of art and other objects:

It be of an age of at least fifty (50) years, in whole or in part; and that two or more of the following conditions exist:

1. It be listed on the National or State Register of Historic Places; or
2. Its integrity of location, design, materials and workmanship make it worthy of preservation or restoration; or
3. Its value as an example of the architectural, cultural, economic, historic, social or other aspect of the heritage of the Village of Glen Ellyn, the State of Illinois, or the United States; or
4. Its certain distinguishing characteristic of architecture is inherently valuable for the study of a time period, type of property, method of construction or use of indigenous materials; or
5. Its location as a site of an important archaeological, significant historic, or natural event; or
6. Its identification with a person or persons who significantly contributed to architectural, cultural, economic, historic, social or other aspect of the development of the Village of Glen Ellyn, the State of Illinois, or the United States; or
7. It be one of the few remaining examples of a particular architectural style; or
8. Its exemplification of an architectural type or style distinguished by innovation, rarity, uniqueness or overall quality of design, detail, materials or craftsmanship; or
9. Its identification as the work of an architect, designer, engineer or builder whose individual work is significant in the history or development of the Village of Glen Ellyn, the State of Illinois, or the United States; or
10. Its representation of an architectural, cultural, economic, historic, social or other theme expressed through distinctive areas, districts, places, buildings, structures, works of art or other objects that may or may not be contiguous; or
11. Its unique location or distinctive physical appearance or presence representing an established and familiar visual feature of a neighborhood, community or the Village.

In the case of residences, the commission shall limit its consideration of landmark status to the exterior of the structure.

(B) Recommendations of Landmarks and Landmark Districts; Preliminary Determination: The commission or any person may recommend districts, places, buildings, structures, works of

art and other objects for landmark designation. If other than the commission, such person shall complete and submit a form provided by the planning and development department. Following a recommendation, the commission may, by resolution, make a preliminary determination of landmark designation; provided, that the proposed area, district, place, building, structure, work of art or other object meets the age requirement and two or more of the criteria for landmark designation.

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

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

Ayes:

Nays:

Absent:

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

Village President of the
Village of Glen Ellyn, Illinois

Attest:

Village Clerk of the
Village of Glen Ellyn, Illinois

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

ATTACHMENTS:

- Exhibit A - Blacklined Landmark Criteria (PDF)

2-13-3: DESIGNATION OF LANDMARK OR LANDMARK DISTRICT;
RECOMMENDATION AND PRELIMINARY DETERMINATION:

(A) Criteria For Designation: The commission shall familiarize itself with areas, districts, places, buildings, structures, works of art and other objects within the Village which may be considered for designation by ordinances as "Glen Ellyn landmarks", and maintain a register thereof. **Areas, districts, places, buildings, structures, works of art and other objects within the Village being considered for landmarking will have authenticity of historic identity, evidenced by the survival of physical characteristic that existed during the period of its significance.** In making its recommendation to the Village board for designation, the commission shall limit its consideration solely to the following criteria concerning such area, district, place, building, structure, work of art and other objects:

It be of an age of at least fifty (50) years, in whole or in part; and that two or more of the following conditions exist:

- 1. It be listed on the National or State Register of Historic Places; or**
- 2. Its integrity of location, design, materials and workmanship make it worthy of preservation or restoration; or**
3. Its value as an example of the architectural, cultural, economic, historic, social or other aspect of the heritage of the Village of Glen Ellyn, the State of Illinois, or the United States; or
- 4. Its certain distinguishing characteristic of architecture is inherently valuable for the study of a time period, type of property, method of construction or use of indigenous materials; or**
5. Its location as a site of an **important archaeological**, significant historic, or natural event; or
6. Its identification with a person or persons who significantly contributed to architectural, cultural, economic, historic, social or other aspect of the development of the Village of Glen Ellyn, the State of Illinois, or the United States; or
- 7. It be one of the few remaining examples of a particular architectural style; or**
8. Its exemplification of an architectural type or style distinguished by innovation, rarity, uniqueness or overall quality of design, detail, materials or craftsmanship; or
9. Its identification as the work of an architect, designer, engineer or builder whose individual work is significant in the history or development of the Village of Glen Ellyn, the State of Illinois, or the United States; or

10. Its representation of an architectural, cultural, economic, historic, social or other theme expressed through distinctive areas, districts, places, buildings, structures, works of art or other objects that may or may not be contiguous; or
11. Its unique location or distinctive physical appearance or presence representing an established and familiar visual feature of a neighborhood, community or the Village.

In the case of residences, the commission shall limit its consideration of landmark status to the exterior of the structure.

- (B) Recommendations of Landmarks and Landmark Districts; Preliminary Determination: The commission or any person may recommend districts, places, buildings, structures, works of art and other objects for landmark designation. If other than the commission, such person shall complete and submit a form provided by the planning and development department. Following a recommendation, the commission may, by resolution, make a preliminary determination of landmark designation; provided, that the proposed area, district, place, building, structure, work of art or other object meets **the age requirement and one two or more** of the criteria for landmark designation.



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

Meeting: 11/14/16 07:00 PM
Department: Planning & Development
Department Head: Staci Hulseberg
Category: Ordinance
Prepared By: John Sterrett

SCHEDULED

ORDINANCE 6450

DOC ID: 2502

Ordinance No. 6450, An Ordinance Granting Approval of a Sign Variation for Designstorms, LLC, to be Located at 530 Pennsylvania Avenue. (Planning and Development Director Hulseberg)

Background. Designstorms, LLC, tenant of 530 Pennsylvania Avenue, has submitted an application for a variation from the Glen Ellyn Sign Code to allow a wall sign to be installed on the building that exceeds the maximum area permitted by Code. The subject property is located on the north side of Pennsylvania Avenue, west of Forest Avenue and east of Main Street in the C5B Central Business District – Central Service Sub-district. The proposed sign is to accommodate a new business known as Storm Inspired Showroom.

Section 4-5-11(B)-4 of the Sign Code allows each establishment in a non-residential, multi-tenant building in the downtown one sign, which may be wall sign, provided that the maximum area of the sign does not exceed 0.5 square feet for each lineal foot of establishment frontage. The subject establishment contains 18 lineal feet of frontage allowing a maximum area of 9 square feet. The proposed wall sign is 17.43 square feet, thus requiring a variation from the Sign Code.

Village staff performed research regarding previous variations granted for wall signs in the downtown zoning districts with respect to sign area and was unable to find any granted in the last decade other than for the architectural feature of a tree approved for the Stam Chocolatier, to be located next to the subject tenant space. If approved, the variation will be the first granted for the wall sign area that we are aware of in the downtown zoning district in the last decade.

Architectural Review Commission (ARC) Recommendation. The ARC reviewed the request at a public hearing on October 26, 2016. One member of the public spoke at the hearing in favor of the request. By a vote of 8-0, the ARC recommended approval of the request with the condition that the sign will be constructed in conformance with the submitted plans.

Village Board Action. The Village Board may approve, approve with conditions or deny the petitioner's request for approval of the requested sign variations. Village staff has prepared an Ordinance to approve the requests for consideration at the November 14, 2016 Village Board meeting.

Attachments.

- Aerial Photo
- Ordinance
- Select Materials from Petitioner's Application Packet

Ordinance No. _____

**An Ordinance Granting Approval of
A Sign Variation for Designstorms, LLC
To be Located at 530 Pennsylvania Avenue
Glen Ellyn, Illinois 60137**

Whereas, Amy Storm of Designstorms, LLC, owner of the business Storm Inspired Showroom, located at 530 Pennsylvania Avenue, has petitioned the President and Board of Trustees of the Village of Glen Ellyn for a variation from the strict application of Section 4-5-11(B)-4 of the Glen Ellyn Sign Code to allow 17.43 square feet of wall signage on the property in lieu of the maximum area of 9 square feet permitted; and

Whereas, the subject property is located on the north side of Pennsylvania Avenue, west of Forest Avenue and east of Main Street in the C5B Central Business District, Central Service Sub-district; and

Whereas, the property is legally described as follows:

PARCEL 1: THE EAST 50 FEET OF LOT 5 IN BLOCK 1 IN COUNTY CLERK'S SECOND ASSESSMENT DIVISION IN SECTION 11, TOWNSHIP 39 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN ACCORDING TO THE PLAT THEREOF RECORDED JULY 3, 1906 AS DOCUMENT 88052 IN DUPAGE COUNTY, ILLINOIS.

PARCEL 2: LOT 4 OF WAGNER'S SUBDIVISION OF LOT 6 IN BLOCK 1 IN DANBY, IN SECTION 11, TOWNSHIP 39 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT OF SAID WAGNER'S SUBDIVISION RECORDED MARCH 4, 1904 AS DOCUMENT 81088, IN DUPAGE COUNTY, ILLINOIS. P.I.N: 05-11-311-011 and 05-11-311-012; and

Whereas, the requested sign variations will allow Designstorms, LLC to install a wall sign on the front of the building; and

Whereas, following due and proper publication of notice in The Daily Herald not less than fifteen (15) days nor more than thirty (30) days prior, the Glen Ellyn Architectural Review Commission conducted a public hearing on October 26, 2016, at which hearing the petitioner presented evidence, testimony, and exhibits relative to the requested sign variations, and one person spoke in favor of the request; and

Whereas, based upon the evidence, testimony and exhibits presented at the October 26, 2016 Architectural Review Commission public hearing, by a vote of eight (8) “yes” and zero (0) “no”, the Architectural Review Commission recommended approval of the requested sign variation as set forth in the minutes of the Architectural Review Commission; a draft of which is attached hereto as “Exhibit A”; and

Whereas, The Village President and Board of Trustees have reviewed the evidence, exhibits, and materials presented at the October 26, 2016 Architectural Review Commission public hearing and hereby adopt the findings of fact for the requested sign variations as set forth in the minutes from the October 26, 2016 Architectural Review Commission public hearing; and

Whereas, the President and Board of Trustees have determined that approving the requested sign variation is in the best interest of the Village and consistent with the goals of the Glen Ellyn Sign Code.

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

Section One: The minutes from the October 26, 2016 Architectural Review Commission

public hearing, a draft of which is attached hereto as “Exhibit A”, and the findings of fact set forth therein, are hereby adopted as the findings of fact of the Village of President and Board of Trustees based upon their review of the evidence, exhibits, and materials presented at the October 26, 2016 public hearing of the Architectural Review Commission.

Section Two: Based upon a review of the evidence, testimony, and exhibits presented at the October 26, 2016 Architectural Review Commission meeting, the Village President and Board of Trustees hereby grant approval of the following sign variation for Storm Inspired Showroom, located at 530 Pennsylvania Avenue, a variation from 4-5-11(B)-4 of the Glen Ellyn Sign Code to allow 17.43 square feet of signage on the property in lieu of the maximum area of 9 square feet permitted.

Section Three: This approval is subject to the condition that the project shall be constructed in substantial conformance with the plans submitted, attached hereto as Exhibit “B” and the testimony presented at the October 26, 2016 Architectural Review Commission meeting and with the petitioner’s application packet stamped received September 12, 2016 including the following plans and documents referenced below, as though they were attached to this Ordinance:

1. Application for Sign Variation, date stamped received September 12, 2016
2. Plat of Survey, date stamped received September 12, 2016
3. Sign Table, date stamped received September 12, 2016
4. Sign rendering, date stamped received September 12, 2016, attached hereto as Exhibit “B”
5. Building elevation displaying proposed sign, date stamped received September 12, 2016

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

Section Four: The Building and Zoning Official is hereby authorized to issue all necessary sign permits pursuant to the sign variations approved herein, provided that all the conditions set forth hereinabove have been met and that the applicant complies with all other applicable laws and ordinances of the Village of Glen Ellyn. This grant of approval of the aforementioned requests shall expire and become null and void within 24 months of the date of this Ordinance unless a sign permit is applied for within said time period, provided, however, that the Village Board, by motion, may extend the period during which a sign permit must be applied for. Further, the Village Board may, for good cause shown, waive or modify any conditions set forth in this Ordinance without requiring that the matter return for a public hearing.

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

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

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

Passed by the President and Board of Trustees of the Village of Glen Ellyn, Illinois, this 14th day of November, 2016

Ayes:

Nays:

Ordinance 6450

Meeting of November 14, 2016

Absent:

Approved by the Village President of the Village of Glen Ellyn, Illinois, this 14th day of November, 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 _____.)

ATTACHMENTS:

- 530 Pennsylvania Ave - Exhibit A (PDF)
- 530 Pennsylvania Ave - Exhibit B (PDF)
- 530 Pennsylvania Ave - Location Map (PDF)
- 530 Pennsylvania Ave - Petitioners Packet (PDF)

Exhibit "A"

DRAFT
MINUTES

BOARD / COMMISSION: Architectural Review DATE: October 26, 2016

MEETING: Regular CALLED TO ORDER: 7:03 PM

QUORUM: Yes ADJOURNED: 7:42 PM

MEMBER ATTENDANCE: PRESENT: Chairman Burket, Commissioners
Dickie, Klimala, Loftus, Strutynsky, Pulver,
Wussow, and Thompson

ABSENT: Commissioner Albrecht

ALSO PRESENT: Village Planner Sterrett, Director of Planning and
Development Hulseberg, Recording Secretary
Johnson

AUDIENCE: Amy Storm, Tom Lamontia

I. CALL TO ORDER:

Chairman Burket called the Glen Ellyn Architectural Review Commission (ARC) regular meeting to order at 7:03 PM in the Civic Center at 535 Duane Street; Glen Ellyn, Illinois. Roll call was taken and a quorum was present.

II. PUBLIC COMMENT (NON-AGENDA ITEMS)

None

III. APPROVAL OF SEPTEMBER 28, 2016 MEETING MINUTES

Commissioner Strutynsky made a motion, seconded by Commissioner Loftus, to approve the September 28, 2016 minutes of the Glen Ellyn Architectural Review Commission. The motion was approved unanimously.

IV. 530 Pennsylvania Avenue – DesignStorm, LLC

A public hearing was opened for a sign variation for the property located at 530 Pennsylvania Avenue.

Village Planner John Sterrett was sworn in.

Planner Sterrett stated that the Petitioner is seeking approval of a sign variation from Section 4-5-11(B) 4 of the Sign Code to allow a wall sign with an area of 18 square feet in lieu of the 9 square feet permitted. The sign is for a new business, Storm Inspired Design, located at 530 Pennsylvania Avenue on the north side of Pennsylvania between Main Street and Forest Avenue in the C5B Central Business District – Central Service Sub-district. The proposed new façade meets all other exterior appearance guidelines except for sign area.

Commissioner Strutynsky asked if the photo included in the packet was representative of the size. Planner Sterrett stated yes, the Petitioner prepared a mock-up sign and hung it on the storefront to give a better idea of what the new sign would look like.

Commissioner Klimala asked about Salon Cheveux's sign (located next to the Petitioner's storefront), which appears much larger. Director Hulseberg responded that it may have been put up prior to the current sign code. If it's replaced in the future, it would need to be brought into compliance. Commissioner Wussow asked if the Coldwell Banker sign was within Code. Staff was not sure if it met Code.

Commissioner Dickie asked about the nature of the Petitioner's business. They would sell furniture and home goods.

Commissioner Wussow asked about the construction and materials for the proposed sign.

The Petitioner, Amy Storm, an interior designer of 342 Taylor Avenue in Glen Ellyn, was sworn in. The letters on the proposed sign are made of metal, while the back plate is made to look like a wood frame. There will be two gooseneck light fixtures illuminating the sign, which were approved when the building owner went through the exterior appearance process. The sign is not made of actual wood, just made to look like wood.

Commissioner Loftus asked about the colors of the sign. Ms. Storm stated that the "Storm" letters will be painted in metallic gold. The back plate is black. The back plate is all one color. The "inspired showroom" letters will be silver.

Chairman Burket stated that the request is about twice the size that would be allowed by Code.

Commissioner Wussow questioned if Staff was able to find any wall sign variations granted in the last decade. Staff clarified that two variations were granted for projecting signs but none for the size area of a wall sign. The maximum size for a projected sign used to be 4 feet, but is now 6 feet.

Commissioner Wussow asked about store frontage and how is it measured for this space. For this request, there is a shared vestibule that was not part of the frontage calculation. Commissioner Wussow stated that this building has a large façade that's tall and has a lot of blank white space. She stated that there will be two businesses sharing the large white façade and what matters most is that the signs for the establishments are similar, so they harmonize. She thinks the sign according to code would look too small. She stated that in her opinion, the request is reasonable. Commissioner Wussow would like staff to do research on Cheveux

Salon's sign. If permission was not granted for their large awning sign, Staff should contact them and let them know if they replace the sign, it will be need to be brought into compliance with Code. Director Hulseberg stated that Staff is able to do that.

Commissioner Strutynsky stated that she likes the sign, and believes it is appropriate for the façade. Commissioner Klimala agreed that it is a unique circumstance to have the neighboring businesses having larger signs. He does not believe there would be an adverse effect on property values. There's no endangerment to the public health, safety and welfare.

Commissioner Pulver agreed. He is concerned that approving this request will set a precedent. Because of the large vertical façade on the building, this would be a one-time deal. The façade itself is large and accommodates the proposed sign.

Commissioner Dickie stated that it is tricky when the building's façade is that large because a sign in the allowable size would look very small.

Commissioner Thompson agreed. This commission is usually very strict on signs in the downtown. She stated that in this one case, an exception may be appropriate.

Commissioner Loftus asked if the mock-up photo reflects the accurate sign position. Ms. Storm responded that no, the sign was only placed as high as they could reach. Commissioner Loftus stated that the building façade has decorative terra cotta tiles on it, and he wants to make sure the proposed sign would not cover them. Ms. Storm stated that no, it will not cover the tiles.

Chairman Burket stated that when the Commission went through the sign code they considered every detail. He stated that possibly approving the request before them may be backing off what they have worked so hard to move forward. He stated that it is not realistic to consider this to be a one-time exception. He would like to see a compromise where the sign size could be decreased slightly.

Chairman Burket invited members of the audience to comment.

Audience member Tom Lamontia of 535 Pennsylvania Avenue was sworn in. He stated that he is in favor of the sign. He stated that a large sign is needed because it is easily seen by drivers. Pennsylvania is a one-way street, and it's a safety hazard when drivers are looking for a store and cannot read the signs. He stated that he understands the Commission is trying to keep a consistent look with signage, but he believes signs that are too small are a safety issue.

Commissioner Wussow stated that she believes the safety issue is a valid point. The street has an unusual traffic pattern.

The public hearing was closed.

Commissioner Wussow made a motion to recommend approval of the requested sign variation based on the following findings of fact for the sign variation:

1. The request complies with the Statement of Purpose in Section 4-5-2 of this Chapter because the increased signage size will visually communicate to the passerby where they are located. The scale is more appropriate visually on the building than what is allowed by code.
2. The plight of the owner is based on unique circumstances due to an unusual physical limitation, such as an irregular lot shape, substantial lot depth, unusual geographic location, exceptional topographic feature, or other condition, that is peculiar to the subject property or establishment and the conditions upon which the request is based are not generally applicable to other property within the same zoning district because a portion of the storefront now bends into the building because of work the landlord did to create a recessed eating and foyer area next door. If the existing storefront had remained, the allowed signage would have been larger. The space is also next to a business with a very large awning with larger text on it. As is, the sign would be about the size of 3 letters in the word Cheveaux, so significantly smaller and the subject storefront is larger.
3. The variation, if granted, would have no adverse impact on property values in the surrounding area or be injurious to other property or improvement in the neighborhood in which the property is located because the increased signage would be significantly smaller than the adjacent neighbors. The space is a trade showroom that will draw designers and people from surrounding communities. The revenue could be affected if no one can find the property.
4. The variation, if granted, would have no adverse impact on the existing or desired character of the surrounding area because the signage will not only improve the building where but the surrounding area as well. The space has been vacant for years. The improvements will enhance downtown Glen Ellyn.
5. The variation, if granted, would not endanger, the public health, safety, or welfare because compliance with all codes will be met and use high safety standards will be used during installation. The only change will be more square footage.

As well as the following supplemental findings:

1. That the purpose of the variation is not based exclusively upon a desire to make more money out of the property because the adjacent properties not only have larger signage but awnings that block the view of the subject property when driving down the one way street.
2. That the alleged difficulty or particular hardship has not been created by any person presently having an interest in the property or by the applicant because the adjacent awning have been there for years. The building is being restored and in the process, more façade has been exposed, leaving a large empty surface area for the signage.

3. That the variation is the minimum variation necessary because as a design showroom, the petitioner is not looking to be flashy, but classic, respectful, appropriate, and most of all, to be seen by people visiting Glen Ellyn who are unfamiliar with the streets and the location.
4. That the property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations governing the district in which it is located the signage allowed is so small it would be difficult to read when driving by or even be seen with the adjacent storefront awnings.

The motion was seconded by Commissioner Pulver and carried unanimously by a vote of 8-0.

VI. TRUSTEE'S REPORT

Trustee Kenwood stated that the board is still in budgeting season. They are still waiting on plans for Machesney property. There is a public hearing sign in front of Barone's for an upcoming exterior appearance review and sign variation.

VII. CHAIRMAN'S REPORT

None

VIII. STAFF REPORT

The Barone's property is scheduled for the November 9th meeting. At the recommendation of the Village Board, Staff is moving towards all-electronic packets for the commissions. Discussion followed that sometimes architectural drawings are needed in hard copy format, but the rest of the packet could be handled electronically.

VII. OTHER BUSINESS

None.

VIII. ADJOURN

There being no other business, Commissioner Strutynsky moved, seconded by Commissioner Wussow, to adjourn the meeting at 7:42 PM. The motion carried unanimously by a vote of 8-0.

Submitted by C. Johnson, Recording Secretary

Exhibit "B"





Map created on November 4, 2016.

© 2016 GIS Consortium and MGP Inc. All Rights Reserved.

The GIS Consortium and MGP Inc. are not liable for any use, misuse, modification or disclosure of any map provided under applicable law.

Disclaimer: This map is for general information purposes only. Although the information is believed to be generally accurate, errors may exist and the user should independently confirm for accuracy. The map does not constitute a regulatory determination and is not a base for engineering design. A Registered Land Surveyor should be consulted to determine precise location boundaries on the ground.

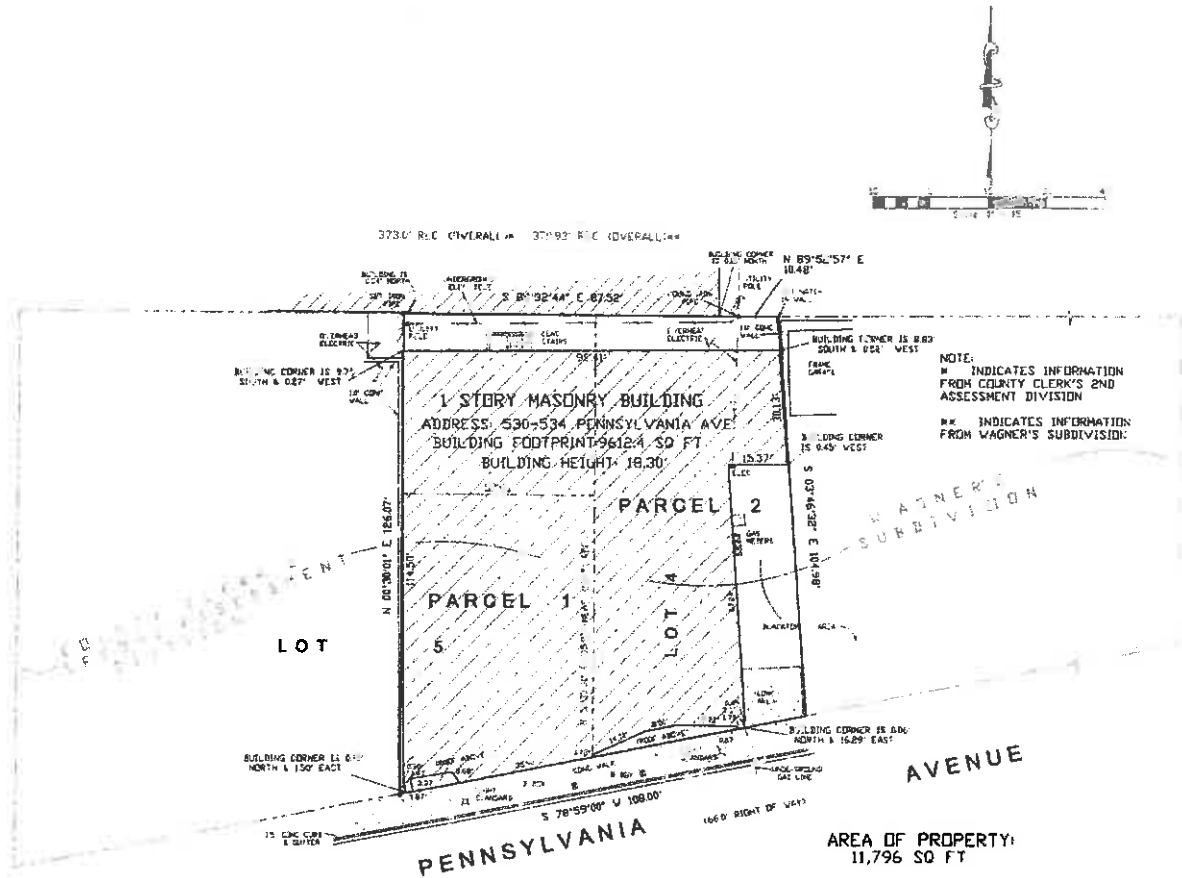
CONSON, P.C.
PROFESSIONAL LAND SURVEYORS
PLAT OF SURVEY

OF PROPERTY DESCRIBED AS FOLLOWS:

Parcel 1: The East 50 feet of Lot 5 in Block 1 in County Clerk's Second Assessment Division in Section 11 Township 39 North, Range 10 East of the Third Principal Meridian, according to the plat thereof recorded July 3, 1905 as Document 88052 in DuPage County, Illinois.

Parcel 2: Lot 4 of Wagner's Subdivision of Lot 6 in Block 1 in Danby, in Section 11 Township 39 North, Range 10 East of the Third Principal Meridian, according to the plat of said Wagner's Subdivision recorded March 4, 1904 as Document 81088 in DuPage County, Illinois.

ALT./ACSM LAND TITLE SURVEY



VICINITY MAP

Scale: 1" = 100'
 North: [Arrow pointing up]
 Page: [Blank]
 Date: 11/15/15
 Job: 530-534
 City: CHICAGO

STATE OF ILLINOIS
 COUNTY OF KANE

To Heritage Title Company of Michigan, Inc.
 George M. Bradshaw, Hack Bushua PC, 1705 G Naperville
 Road, Wheaton, IL 60189

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2011 Minimum Standard Detail Requirements for ALTA/ACSM Land Title Surveys, duly established and adopted by ALTA and NSPS, and includes items 1-4, 7(a), 7(b)(1), 7(c), 8, 9, 11(a), and 16-19, of Table A thereof.

The field work was completed on 11/15/15.

Date of Plat of Map 11/15/15

Charles J. Hill
 P.L.S. #2700
 My license expires on November 30, 2018

SURVEYOR'S NOTES.

Dimensions shown are given in feet and decimal parts thereof.

We do not certify to underground drains or utilities not visible by surface inspection.

Underground utility lines shown hereon were located by the respective utility companies (ALTA/ACSM Dig No. A0150218).

Easements and servitudes shown hereon are based on a title commitment issued by Heritage Title Company of Michigan, Inc. as identified by Commitment No. 14582041 and dated December 24, 2015.

No part of the subject property falls within the 100-year flood hazard area as determined by the Federal Emergency Management Agency (FEMA) and as shown on the Flood Insurance Rate Map, Community Panel No. 17043C00034K, effective date Dec. 18, 2004.

NOTE: THIS SURVEY IS BASED ON EXISTING OCCUPATION & MONUMENTATION. THERE ARE CONFLICTS IN THE RECORDED DIMENSIONS BETWEEN THE PLAT OF "COUNTY CLERK'S SECOND ASSESSMENT DIVISION" & "WAGNER'S SUBDIVISION" IN EXCESS OF 3 TO 4 FEET. EVEN THE LOCATION OF THE PROPERTY LINES BETWEEN THE TWO SUBDIVISIONS VARY BETWEEN BOTH PLATS.

STATE OF ILLINOIS
 COUNTY OF KANE

I hereby certify that I have surveyed the property described in the above caption according to the official record, and that the above plat is a true and correct representation of said survey.

Charles J. Hill, Professional Land Surveyor No. 35-2700
 My License expires 11/30/18

Any discrepancy in measurement should be promptly reported to the surveyor for explanation or correction.

WE DO NOT CERTIFY AS TO THE LOCATION OF UNDERGROUND UTILITIES OR UNDERGROUND IMPROVEMENTS.

FIELD WORK COMPLETED 11/15/15

THIS SURVEY IS VALID ONLY WITH RECORDED SEAL.

This professional service conforms to the current Illinois minimum standards for a boundary survey.

Professional Design Firm Land Surveying Corporation, License No. 184-062283

Alan J. Conson, P.C.
 PROFESSIONAL LAND SURVEYORS
 205 W. Main St., West Dundee, Illinois 60118
 Phone: (847) 426-2911 Fax: (847) 426-2912

Compare the description on this plat with deed. Refer to deed for easements and building lines.

LOCATION of SIGN

PROPOSED RENDERING

FUGHT TO BUILDING



THIS SIGN MEETS CODE



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

Meeting: 11/14/16 07:00 PM
Department: Planning & Development
Department Head: Staci Hulseberg
Category: Ordinance
Prepared By: John Sterrett

SCHEDULED

ORDINANCE 6451

DOC ID: 2501

Ordinance No. 6451, An Ordinance Granting Exterior Appearance Approval of ATI Physical Therapy, to be Located at 460 Roosevelt Road. (Planning and Development Director Hulseberg)

Background: The petitioner is JRG Glen Ellyn, LLC, owner of 460 Roosevelt Road, located at the northeast corner of Sunset Avenue and Roosevelt Road in the C3 Service Commercial district. The petitioner intends to lease the existing building on the property to ATI Physical Therapy, which is relocating from the Baker Hill Shopping Center. The petitioner is requesting Exterior Appearance approval to accommodate the business.

The building is a 3,800 square foot single-story concrete masonry unit (CMU) structure with a partial basement. The existing masonry walls will be repaired and stained with a solid earth tone color. The south elevation along Roosevelt Road has an existing glass storefront that is proposed to remain. An existing mansard roof located on the south and east facades will be removed. A Navajo beige color James Hardie engineered siding system with a sandstone beige color Tamlyn vertical and horizontal reveal system will be installed where the mansard roof is currently located. A black fabric awning is proposed above the existing entrances on the south and east elevations. Two existing circular windows on the west elevation will be removed and replaced with CMU block to match the existing masonry of the building.

An existing pole sign on the property from the previous use will be removed and replaced with a conforming 10 foot tall, free-standing, monument sign with a 37.5 square foot surface area. The sign will be located 5 feet from the property line and located outside the 30' sight distance triangle in compliance with the Sign Code regulations. The sign is 63' from the nearest free-standing sign, satisfying all setback requirements. The support structure base of the sign will feature masonry that matches the materials and color of the building. A landscaped area of 75 square feet will be installed around the base of the sign consisting of shrubs and perennial ground cover plants, as required by Code.

As a corner lot, the establishment is permitted to have one wall sign per road frontage in addition to the free-standing sign. A 44.2 square foot wall sign is proposed on the south elevation along Roosevelt Road and a 45 square foot wall sign is proposed on the west elevation of the building along Sunset Avenue. Both wall signs comply with the Sign Code and all three signs proposed on the property will remain under the maximum 150 square foot total signage allowed on a corner lot.

Architectural Review Commission (ARC) Recommendation: The petitioner appeared before the ARC on October 12, 2016. No members of the public spoke at the meeting. By a vote of 7-0, the ARC recommended approval of the proposed exterior appearance.

Ordinance 6451

Meeting of November 14, 2016

Village Board Action: The Village Board may approve, approve with conditions or deny the proposed Exterior Appearance. A draft Ordinance approving the request is attached for consideration at the November 14, 2016 Village Board meeting.

Attachments:

- Ordinance
- Location Map
- Select Materials from Petitioner's Packet

CC: JRG Glen Ellyn, LLC, Petitioner
Eric Styer, Architect

Ordinance No. _____

**An Ordinance Granting Exterior Appearance Approval
for ATI Physical Therapy, to be located at
460 Roosevelt Road
Glen Ellyn, IL 60137**

Whereas, JRG Glen Ellyn, LLC, owner of the property at 460 Roosevelt Road, has petitioned the Village President and Board of Trustees for Exterior Appearance approval in accordance with the Appearance Review Guidelines, adopted on October 9, 2006 by Ordinance 5508, to allow exterior modifications to the existing building on the property; and

Whereas, the subject site is located at the northeast corner of Roosevelt Road and Sunset Avenue in the C3 Service Commercial District and is legally described as follows:

THE WEST 100 FEET OF THE SOUTH 150 FEET OF BLOCK 9 IN E.W. ZANDER'S COUNTRY HOME ADDITION TO GLEN ELLYN, BEING A SUBDIVISION IN SECTION 14, TOWNSHIP 39 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED FEBRUARY 1, 1909 AS DOCUMENT 95781, EXCEPTING THEREFROM THE SOUTH 13.00 FEET OF THE WEST 100 FEET OF THE SOUTH 150 FEET OF BLOCK 9 CONVEYED TO THE STATE OF ILLINOIS PURSUANT TO DEED RECORDED AS DOCUMENT NUMBER R1988-042577, ALL IN DUPAGE COUNTY, ILLINOIS.

P.I.N: 05-14-307-101; and

Whereas, at the October 12, 2016 public meeting of the Architectural Review Commission, the petitioner presented evidence, testimony, and exhibits relative to the request for Exterior Appearance approval and no persons spoke either in favor of or in opposition to the request; and

Whereas, based upon the evidence, testimony, and exhibits presented at the October 12, 2016 Architectural Review Commission public meeting, by a vote of seven (7) "yes" and zero (0) "no", the Architectural Review Commission recommended approval of the proposed Exterior

Appearance; and

Whereas, this recommendation is set forth in the minutes from the October 12, 2016 Architectural Review Commission meeting, a draft of which is attached hereto as Exhibit “A”; and

Whereas, the Village President and Board of Trustees have reviewed the evidence, exhibits, and materials presented at the October 12, 2016 public meeting of the Architectural Review Commission and have considered the recommendation of the Architectural Review Commission; and

Whereas, the President and Board of Trustees have determined that approving the Exterior Appearance of the project is consistent with the objectives of the Glen Ellyn Appearance Review Guidelines, adopted on October 9, 2006 by Ordinance 5508.

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: Based upon a review of the evidence, testimony, and exhibits presented at the October 12, 2016 Architectural Review Commission meeting, the Village President and Board of Trustees hereby grant Exterior Appearance approval as requested to allow modifications to the existing building at 460 Roosevelt Road subject to the condition that the project shall be constructed in substantial conformance with the petitioner’s Exterior Elevation Plans, attached hereto as Exhibit “B”, and application packet stamped received September 13, 2016 including the following plans and documents as though they were attached to this Ordinance:

- 1) Exterior Appearance Application, stamped received September 13, 2016

- 2) Scope of Work/Narrative Statement, stamped received October 7, 2016
- 3) Conformance with Appearance Review Guidelines, stamped received October 7, 2016
- 4) Site and Landscape Plan, stamped received October 7, 2016
- 5) Signage Plans, stamped received October 7, 2016
- 6) Photometric Plan, stamped received October 31, 2016
- 7) Light Fixture Cut Sheets, stamped received October 31, 2016
- 8) Exterior Elevation Plans, stamped received September 21, 2016, Exhibit "B"

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

Section Two: The Building and Zoning Official is hereby authorized to issue all necessary building and occupancy permits pursuant to the Exterior Appearance approved herein provided that all the conditions set forth hereinabove have been met and that the applicant complies with all other applicable laws and ordinances of the Village of Glen Ellyn. This grant of Exterior Appearance approval shall expire and become null and void within 24 months of the date of this Ordinance unless the requisite permits are applied for within said time period provided, however, that the Village Board, by motion, may extend the period during which a building permit must be applied for. Further, the Village Board may, for good cause shown, waive or modify any conditions set forth in this Ordinance without requiring that the matter return to the Architectural Review Commission for further review.

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

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

Ordinance 6451

Meeting of November 14, 2016

Passed by the President and Board of Trustees of the Village of Glen Ellyn, Illinois, this 14th day of November, 2016.

Ayes:

Nays:

Absent:

Approved by the Village President of the Village of Glen Ellyn, Illinois, this 14th day of November, 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 _____.)

ATTACHMENTS:

- 460 Roosevelt Road - Location Map (PDF)
- 460 Roosevelt Rd - Petitioner Packet (PDF)
- 460 Roosevelt Rd - Exhibit A (PDF)
- 460 Roosevelt Rd - Exhibit B (PDF)

**460 Roosevelt Road**

Map created on October 7, 2016.

© 2016 [GIS Consortium](#) and [MGP Inc.](#) All Rights Reserved.

The GIS Consortium and MGP Inc. are not liable for any use, misuse, modification or disclosure of any map provided under applicable law.

Disclaimer: This map is for general information purposes only. Although the information is believed to be generally accurate, errors may exist and the user should independently confirm for accuracy. The map does not constitute a regulatory determination and is not a base for engineering design. A Registered Land Surveyor should be consulted to determine precise location boundaries on the ground.



September 19, 2016

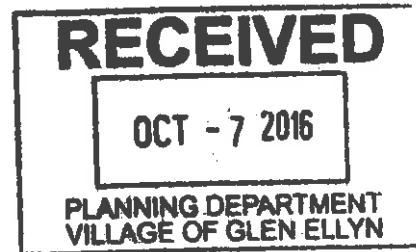
Village of Glen Ellyn
Planning & Development Department
535 Duane Street
Glen Ellyn, IL 60137

**RE: EXTERIOR APPEARANCE REVIEW
460 ROOSEVELT RD**

NARATIVE

The subject property is located on the NEC of Roosevelt and Sunset. The building is a single story masonry building containing approximately 3,800 square feet with a partial basement. We are proposing to do some minor exterior renovations to the building that include removal of the mansard roof and replacement of it with James Hardie engineered siding system as well as adding accent and fabric awnings. In addition we will be repairing the existing masonry walls and staining them a solid earth tone color as shown in the attached renderings. The coping around the building will be replaced with an accent color that matches the storefront. The scope of site work includes, repair and maintenance, sealing and striping the parking lot, and trimming of the existing landscaping.

Although the renovation is fairly minor we believe it will improve the aesthetic of the building and be more consistent with the surrounding buildings and in conformity with the spirit of the appearance guidelines.





September 19, 2016

Village of Glen Ellyn
Planning & Development Department
535 Duane Street
Glen Ellyn, IL 60137

**RE: EXTERIOR APPEARANCE REVIEW
460 ROOSEVELT RD**

CONFORMANCE WITH APPEARANCE REVIEW GUIDELINES

Q. Please explain why the proposed architectural style was chosen: The building is an existing single story mason building containing 3,809 square feet with a basement. The existing architectural style is typical commercial construction from 60 or 70's. The existing building was constructed using gray split-face concrete masonry units (CMU) and aluminum storefront with an asphalt singled mansard roof above the front and part of the east side of the building. Our proposal is to remove the mansard roof and replace it with James Hardie siding and Tamlyn reveal system that has reveals that mimic a stone façade. In addition we will be adding black fabric awning to accent the entrances. The existing cmu will be stained a solid earth-tone color that will give a more stone-like appearance.

R. Provide information about the architectural style and exterior materials of the buildings in the surrounding area: This area of Roosevelt road is fairly eclectic in regards to architectural style. Many of the buildings appear to be from the 1960's and 70s. The newer buildings are fairly typical commercial construction consisting of flat walls w/ parapets, articulated with pilasters defining the storefront areas. Many of the building are constructed of brick with stone and dryvit accents and/or cornices.

S. Please explain how the project complies with the Appearance Review Guidelines: The minor renovations to the exterior of this building complies with the spirit of the guideline, however the scope of work is primarily maintenance related with the exception of removal of the mansard roof. This particular element stylistically gives the existing structure a very dated appearance. By removing and replacing it with James Hardie siding and accents this will bring the buildings current appearance that is more consistent with other commercial buildings in the area.

T. Please explain why any deviations from the Appearance Review Guidelines are proposed: Many deviations from the Appearance review such as the storefront going to grade, gray split-face block, and mansard roof are existing conditions that we are inheriting. Our renovation proposal will bring the building closer to compliance with the guidelines by removing the dated mansard, staining the block an earth tone color, and accenting the roof line and entry with contrasting coping and fabric awnings. We are not proposing any site work other than repair, maintenance and landscaping around the newly proposed monument sign.

Exhibit "A"

DRAFT MINUTES

BOARD / COMMISSION: Architectural Review

DATE: October 12, 2016

MEETING: Regular

CALLED TO ORDER: 7:00 PM

QUORUM: Yes

ADJOURNED: 7:42 PM

MEMBER ATTENDANCE:

PRESENT: Chairman Burket, Commissioners
Albrecht, Dickie, Klimala, Loftus, Strutynsky, and
Pulver

ABSENT: Commissioners Wussow and Thompson

ALSO PRESENT:

Village Planner Sterrett, Director of Planning and
Development Hulseberg, Recording Secretary
Johnson

AUDIENCE:

Jeremy Wilmot, DxU Architects

I. CALL TO ORDER:

Chairman Burket called the Glen Ellyn Architectural Review Commission (ARC) regular meeting to order at 7:00 PM in the Civic Center at 535 Duane Street; Glen Ellyn, Illinois. Roll call was taken and a quorum was present.

II. PUBLIC COMMENT (NON-AGENDA ITEMS)

None

III. APPROVAL OF MEETING MINUTES

There were no minutes to approve.

IV. 460 Roosevelt Road – ATI Physical Therapy

Planner Sterrett stated that the Petitioner is seeking approval of an exterior façade remodel of an existing building at 460 Roosevelt Road. It is the former site of Glen Ellyn Cycling and Fitness. The Petitioner, JRG Glen Ellyn LLC, is planning to relocate ATI Physical Therapy who is relocating from the Baker Hill Center at 926 East Roosevelt Road.

The building is a 3,800 square foot single-story concrete masonry unit building. The existing masonry walls will be repaired and stained with a solid earth tone. The south elevation along Roosevelt Road has an existing glass storefront that is proposed to remain. An existing mansard roof located on the south and east facades will be removed. The Petitioner is proposing to replace it with James Hardie siding. The existing pole sign will be removed and replaced with a monument sign, which meets all the setbacks for a freestanding sign.

The Petitioner, Jeremy Wilmot of DxU Architects, was present. He presented a material sample board. The new James Hardie siding is lightweight and easily replaced. It will be a nice facelift to the building. They have applied for a permit and been approved for interior remodeling. They are seeking approval for the exterior so that all work may be done at the same time.

Commissioner Loftus asked about CMU; the Petitioners are proposing to stain it with the same color. Tuck pointing will be done as necessary. The round windows on the west elevation will be removed and replaced with concrete block.

Commissioner Strutynski asked about the windows on the front of the building; they will not be changed.

Chairman Burket asked if the Petitioner knows what lies beneath the mansard roof. They are not sure, but expect to find steel studs and cement board. Hardie board siding will be used on top of that.

Strutynski asked about a landscape plan. The only landscaping proposed is a 75 square foot area around the base of the monument sign. This would include taller shrubs behind the sign, and perennials around the rest of the sign.

The existing southern entrance will remain, but the main entrance door will be on the east side. The parking is on the east side of the building.

Commissioner Pulver asked if the front entrance will be used; no, it will remain locked.

Chairman Burket asked about sidewalks, they will remain as is. Commissioner Loftus asked about exterior lighting. Two wall packs are proposed for the east side of the building facing the parking lot, with one wall pack on the rear of the building. The Petitioner shared a photometric plan with the commission. All proposed lighting levels are in compliance with code.

Commissioner Strutynski asked if the glass in the front window will remain transparent; yes.

Commissioner Albrecht asked about parking lot repair; Petitioner is proposing to put down new asphalt, new striping and add a handicapped parking space. The lot has 13 spaces available.

Commissioner Albrecht asked about including additional landscaping since the building is set back further from Roosevelt. She suggested some low, contemporary looking plants.

Commissioner Klimala asked about lighting levels at the residential property line. The Petitioner stated that most light will shine down on the parking lot, not onto the residential. The "fall off" will be sharp since the light is pointed downward. Trustee Ladesic asked about getting warmer lights instead of the bluish LED lights. Commissioner Klimala suggested two smaller lights instead of one big light.

The business would close around 7 or 7:30pm. The exterior lights are turned off when the office is closed; they will be set to a timer.

Commissioner Klimala commented that everything looks great and the only possible issue was the exterior lighting. Care should be taken to make sure the residential neighbors don't have a problem with the color or brightness of the lights.

Commissioner Strutynski stated that the proposed renovations are a nice modern look for the building.

Commissioner Loftus was glad to see the reuse of a building.

Commissioner Dickie stated that the proposal is a very simple, subdued upgrade that will improve the area. This is a much needed improvement.

Commissioner Albrecht also liked that they are reusing an existing building. The readability of the new sign is good, as is the addition of an awning. She also stated that she would like to see some low landscaping in front of the windows.

Commissioner Pulver and Chairman Burket echoed previous sentiments about the project being a good reuse of an existing building.

Commissioner Klimala moved to recommend approval of the proposed exterior appearance as presented. Commissioner Dickie seconded the motion and it passed by a unanimous vote of 7-0.

Staff stated that this request will be heard at the November 14th Village board meeting.

VI. TRUSTEE'S REPORT

Trustee Ladesic stated that the Village Board is working on the annual budget. The Village has issued an RFP for a pedestrian bridge over the train tracks.

VII. CHAIRMAN'S REPORT

None

VIII. STAFF REPORT

Planner Sterrett stated that at the next meeting the commission will be considering a sign variance for Designstorm, 530 Pennsylvania Ave.

VII. OTHER BUSINESS

None.

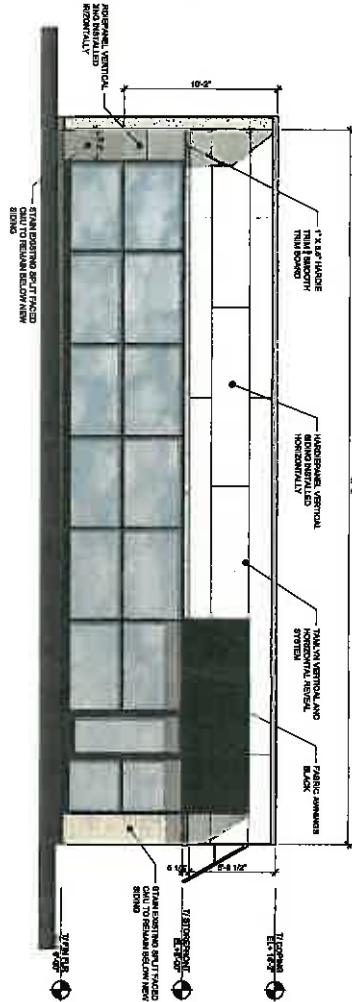
VIII. ADJOURN

There being no other business, Commissioner Loftus moved, seconded by Commissioner Strutynski, to adjourn the meeting at 7:42 PM. The motion carried unanimously by a vote of 7-0.

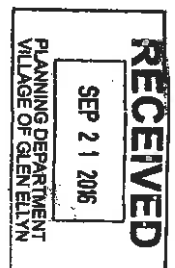
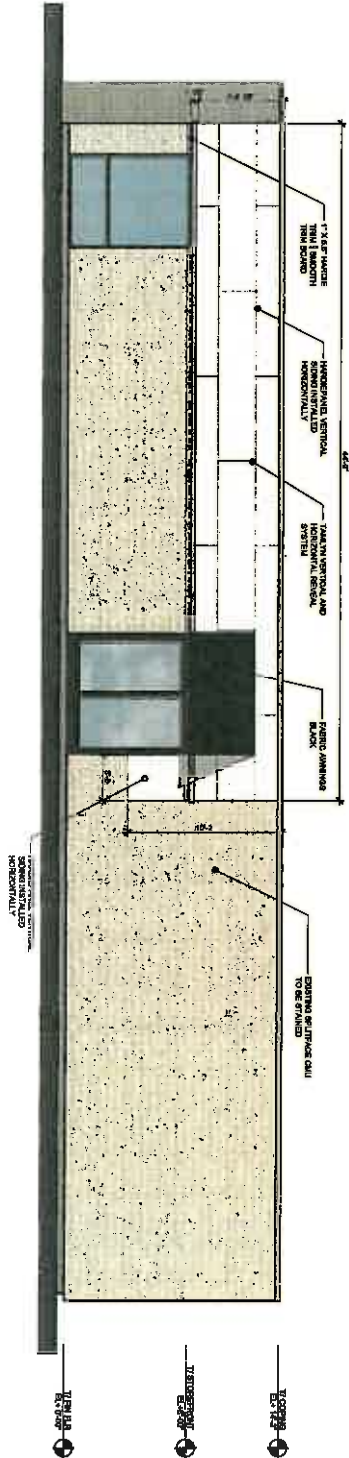
Submitted by C. Johnson, Recording Secretary

Exhibit "B"

2 SOUTH ELEVATION



1 EAST ELEVATION



Modified Approval Stamp

ATI
ATL PHYSICAL THERAPY
PHYSICAL THERAPY
VILLAGE OF GLEN ELLYN
502 N. GLEN ELLYN RD.
GLEN ELLYN, IL 60137

ATI
ATL PHYSICAL THERAPY
460 ROOSEVELT RD.
GLEN ELLYN, IL 60137

DXB
L. A. BROWN ARCHITECT & ASSOCIATES
1111 N. LAKE ST. SUITE 100
GLEN ELLYN, IL 60137
TEL: 630-851-1111 FAX: 630-851-1112
WWW.DXB-ARCHITECT.COM

Architect of Record

Checklist		
1	OWNER APPROVED DESIGN	DATE: 08-28-2016
2	OWNER APPROVED PERMIT	DATE: 08-28-2016
3	OWNER APPROVED CONTRACT	DATE: 08-28-2016
4	OWNER APPROVED SCHEDULE	DATE: 08-28-2016
5	OWNER APPROVED BUDGET	DATE: 08-28-2016
6	OWNER APPROVED SITE PLAN	DATE: 08-28-2016
7	OWNER APPROVED ELEVATIONS	DATE: 08-28-2016
8	OWNER APPROVED SPECIFICATIONS	DATE: 08-28-2016
9	OWNER APPROVED CONTRACT DOCUMENTS	DATE: 08-28-2016
10	OWNER APPROVED SCHEDULE OF VALUES	DATE: 08-28-2016
11	OWNER APPROVED PAYMENT SCHEDULE	DATE: 08-28-2016
12	OWNER APPROVED CHANGE ORDER PROCESS	DATE: 08-28-2016
13	OWNER APPROVED DISPUTE RESOLUTION PROCESS	DATE: 08-28-2016
14	OWNER APPROVED RISK MANAGEMENT	DATE: 08-28-2016
15	OWNER APPROVED COMMUNICATIONS	DATE: 08-28-2016
16	OWNER APPROVED PROJECT CLOSURE	DATE: 08-28-2016

PERMIT BID

Spec Number 15-019

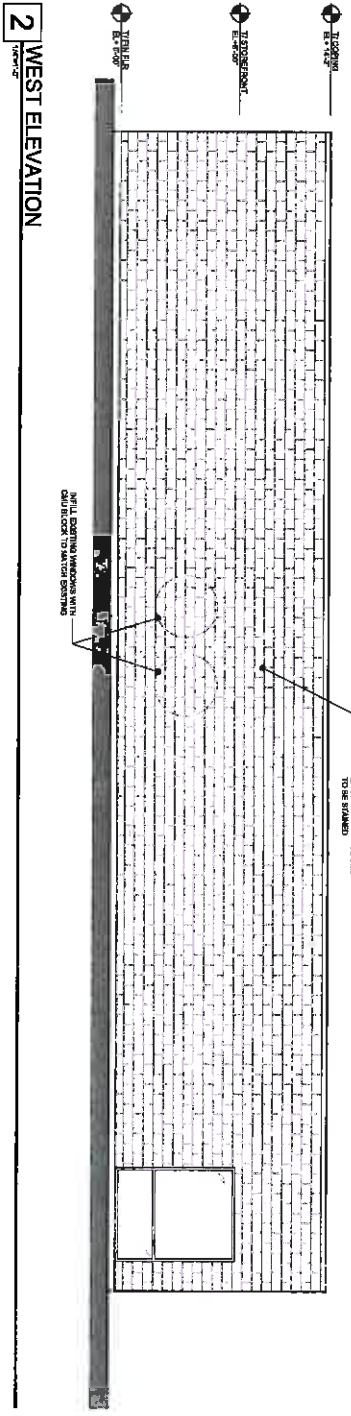
7/16

COLORADO
EXTERIOR
ELEVATIONS

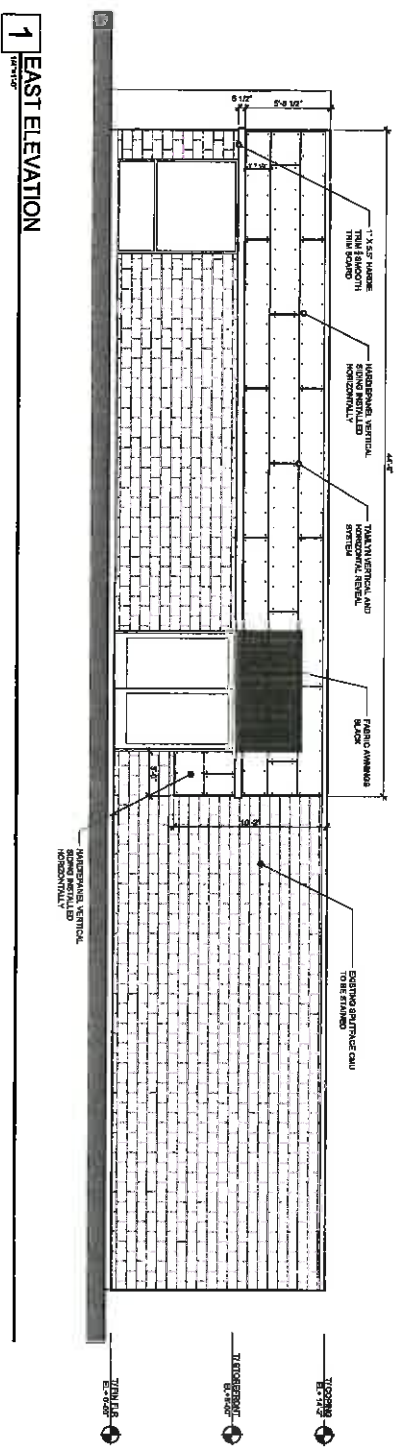
A5-03

MATERIALS SPECIFICATIONS

DESCRIPTION	MFR	MFR NO.	SIZE	COLOR	REMARKS
EXISTING SPITFACE CMU	EXIST.	EXIST.	EXIST.	EXIST.	EXISTING SPITFACE CMU TO BE STAINED
WALL PANEL	JAMES HARDIE HARDIPANEL	HS672-N	TYPICAL SIZE 2' X 10'	NAVY	EXISTING SPITFACE CMU TO BE STAINED STAIN, BEHIND MOORE, OAK RIDGE #25
EXTERIOR TRIM	JAMES HARDIE HARDIE TRIM	HS572-N	1" X 6.6"	NAVY	SMOOTH WITH COLOR PLUS TECHNOLOGY
	TALLIN VERTICAL AND HORIZONTAL REVEAL SYSTEM	Xtreme 17th	5 1/8"	SMOOTH	SMOOTH WITH COLOR PLUS TECHNOLOGY
FABRIC AWNING	SANRELLA	MAFONE FABRICS		4888-000 BLACK	VERTICAL, HORIZONTAL, AND CORNER REVEALS AS SHOWN IN DRAWING OVER DOOR OPENINGS



2 WEST ELEVATION



1 EAST ELEVATION

Master Approved Stamp



ATI PHYSICAL THERAPY
460 ROOSEVELT RD
GLEN BELLY, IL 60137



DATE	DESCRIPTION	BY	CHKD
01/01/2018	PROJECT INITIATION	ATI	ATI
01/01/2018	DESIGN DEVELOPMENT	ATI	ATI
01/01/2018	PERMITTING	ATI	ATI
01/01/2018	CONSTRUCTION	ATI	ATI

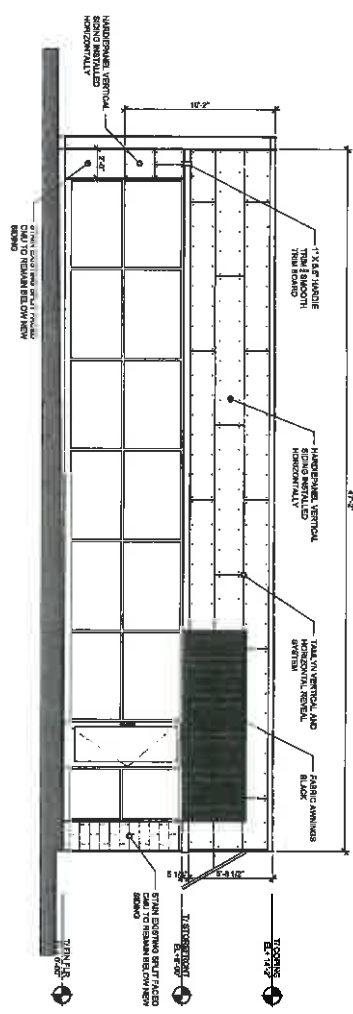
PERMIT/BID
SOS NUMBER 16-018
1/1/2018

EXTERIOR
ELEVATIONS

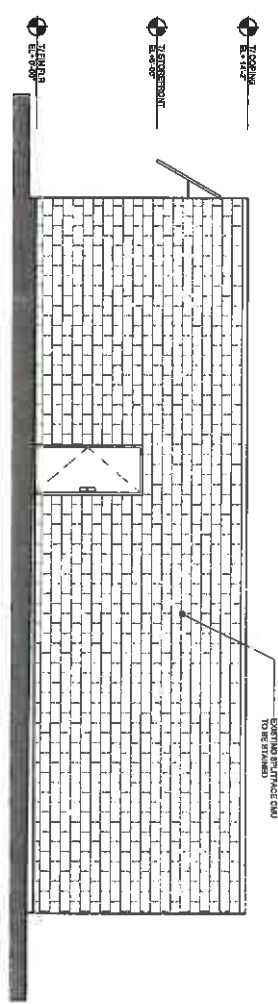
A5-01

MATERIALS SPECIFICATIONS

DESCRIPTION	MFR	MFR NO.	SIZE	COLOR	REMARKS
EXISTING SPRTFACE CMU	EXIST.	EXIST.	EXIST.	EXIST.	EXISTING SPRT-FACE CMU TO BE STAINED
WALL PANEL	JAMES HARDIE 1/4" DEEP PANEL	H82572-N	TYPICAL SIZE 2' X 10'	NAVYALD BEIGE	SMOOTH WITH COLOR PLUS TECHNOLOGY
EXTERIOR TRIM	JAMES HARDIE 1/4" DEEP TRIM	H82572-N	1' X 6.5"	NAVYALD BEIGE	SMOOTH WITH COLOR PLUS TECHNOLOGY
WALL	TIMBERLINE VERTICAL AND HORIZONTAL SYSTEM	Timberline Trim	5 1/8"	SANDSTONE BEIGE	(FRAMED) VERTICAL, HORIZONTAL AND CORNER REVEALS
FABRIC AWNING	SUNBRELLA	MARINE FABRICS	-	4000-000 BLACK	AS SHOWN IN DRAWING OVER DOOR



2 SOUTH ELEVATION



1 NORTH ELEVATION

Mastered Approved Stamp

ATI
AT1 PHYSICAL THERAPY
480 ROOSEVELT RD.
GLEN ELYN, IL 60137

ATI
AT1 PHYSICAL THERAPY
480 ROOSEVELT RD.
GLEN ELYN, IL 60137

ATI
AT1 PHYSICAL THERAPY
480 ROOSEVELT RD.
GLEN ELYN, IL 60137

Attest of Owner

DATE	DESCRIPTION	INITIALS
10/1/2020	PERMIT BID	[Signature]
10/1/2020	PERMIT BID	[Signature]
10/1/2020	PERMIT BID	[Signature]

PERMIT BID

EXTERIOR ELEVATIONS

A5-02



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

Meeting: 11/14/16 07:00 PM
Department: Planning & Development
Department Head: Staci Hulseberg
Category: Ordinance
Prepared By: Kelly Purvis

SCHEDULED

ORDINANCE 6452

DOC ID: 2499

Ordinance No. 6452, An Ordinance Approving a Variation from the Rear Yard Setback Requirements of the Zoning Code to Allow the Construction of an Addition on the Property Located at 708 Lenox Road. (Planning and Development Director Hulseberg)

Background

The property owners, William and Shelley Housey, are requesting approval of a variation from the Glen Ellyn Zoning Code to allow construction of an addition to their existing house which would result in a rear yard setback less than the minimum required rear yard setback of 40 feet.

The property is an interior lot located in the R2 Zoning District on Lenox Road, between Oak Street and Linden Street. The zoning and land use immediately surrounding the subject property is single-family residential. Notice of the public hearing was published in the Daily Herald on October 2, 2016. The Zoning Board of Appeals conducted a public hearing on the requested variation on Tuesday, October 18, 2016.

At the ZBA public hearing meeting on October 18, 2016, plans of the existing house were presented which illustrated the unique shape of the lot. In similar cases where a portion of the property is cut out, the Village must determine which lines are considered rear lot lines and which are considered side lot lines. Historically, the method used is to compare the dimensions of each leg of the cutout with respect to the rear and side property lines. The leg with the greater dimension and whether it is parallel with the rear or side determines if both legs of the cutout are regulated as rear lot lines or side lot lines. In this case, both legs of the cutout are considered to be rear lot lines. Once the determination is made, an arc is used at the interior corner to determine the setback line as it transcends past the cutout. In this case a portion of the proposed addition falls within the 40-foot arc that is the part of required rear yard setback line. In order to construct the addition as presented, the petitioners need to be granted a rear yard setback variance of approximately 28 feet in lieu of the required 40 feet for the area of the cutout.

Five of the neighbors surrounding 708 Lenox Road signed a petition in favor of the variation and one neighbor from 735 N. Park Boulevard spoke at the public hearing in favor of the renovation stating that it would be a huge improvement from what is currently there. Although the renovation includes plans to extend the primary structure north-west toward the rear property line, the detached garage, which is currently very large and very close to the rear property line will be removed creating more open space in the rear yard.

Issues

The Zoning Board of Appeals felt that a hardship was created both due to the shape of the lot and the interpretation of the Code. Additionally they agreed that the hardship was created by a previous owner of the property. If the rear 10 feet of the property was not sold off, and the zoning interpretation was applied, the variation would not be required as the cutout would be considered

applying the side yard setback requirement which is much smaller than the 40-foot rear yard requirement. They felt that the plans would ultimately create more space in the rear yard due to a relocation of the garage and benefit the neighborhood. It was said that the Petitioner's efforts to salvage and retain the unique home in keeping with the character of the neighborhood should be supported. One of the members stated that it was the architect's responsibility to contact the Village regarding how to address a unique lot. In addition, this member felt that the interpretation of the Code is clear on this matter. This member did ultimately vote in favor of the request for variation.

Recommendation

At the public hearing on October 18, 2016, the Zoning Board of Appeals voted on a motion to recommend approval of the requested variation which carried unanimously with five (5) yes and zero (0) no votes. In accordance with this recommendation for approval, staff has prepared an ordinance to **approve** the requested variation.

Action Requested

It is requested that the Village Board consider the petitioner's requests, the recommendation offered by the Zoning Board of Appeals and any further evidence or testimony presented at the Village Board Meeting and grant, deny or amend the requested variation.

Attachments

- Ordinance
- Exhibit A - Draft Minutes of October 18, 2016 ZBA meeting
- Exhibit B - Location Map
- Exhibit C - Aerial View
- Exhibit D - Plat of Survey
- Exhibit E - Site Plan
- Exhibit F - Floor Plans and Elevations

CC: William and Shelley, Property Owners

ORDINANCE NO. _____

An Ordinance Approving a Variation from the
Rear Yard Setback Requirements of the
Zoning Code to Allow the Construction
of an Addition on the Property Located at
708 Lenox Road,
Glen Ellyn, IL 60137

WHEREAS, William and Shelley Housey, owners of property at 708 Lenox Road, Glen Ellyn, Illinois, which is legally described as follows:

LOT 1 IN CARNEY'S SECOND PLAT OF RESUBDIVISION, BEING A RESUBDIVISION OF LOTS 1 AND 2 OF CARNEY PLAT OF RESUBDIVISION OF LOTS 10 AND 11 AND THE SOUTHWESTERLY 25 FEET OF LOT 8 IN COLLIN'S AND GAUNTLETT'S LAKE GLEN ELLYN, BEING A RESUBDIVISION IN SECTION 11, TOWNSHIP 39 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED OCTOBER 15, 2014 AS DOCUMENT R2014-095171, IN DU PAGE COUNTY, ILLINOIS.

P.I.N.: 05-11-211-042

have petitioned the President and Board of Trustees of the Village of Glen Ellyn for a variation from Section 10-4-8(D)2 of the Glen Ellyn Zoning Code to allow the construction of an addition with a rear yard setback of 28 feet 5 inches in lieu of the required minimum 40 foot rear yard setback; and

WHEREAS, following due notice by publication in the Daily Herald not less than fifteen (15) nor more than thirty (30) days prior thereto, and by mailing notice to all property owners within 350 feet of the subject property at least ten (10) days prior thereto, and following the placement of a placard on the subject property not less than fifteen (15) days prior thereto, the Glen Ellyn Zoning Board of Appeals conducted a public hearing on October 18, 2016, at which

the petitioners presented evidence, testimony, and exhibits in support of the variation request and one (1) person appeared in favor of the variation request and zero (0) persons appeared in opposition thereto, and a petition in support of the requested variation was signed by the owners of five (5) neighboring properties; and

WHEREAS, based upon the evidence, testimony, and exhibits presented at the public hearing on October 18, 2016, the Zoning Board of Appeals adopted findings of fact and voted on a motion to approve the variation, which carried by unanimous vote of five (5) “yes” and zero (0) “no”, resulting in a recommendation for approval as set forth in its Draft Minutes dated October 18, 2016, appended hereto as Exhibit "A"; and

WHEREAS, the President and Board of Trustees have reviewed the exhibits and evidence presented at the aforementioned public hearing and have considered the findings of fact and recommendations of the Zoning Board of Appeals; and

WHEREAS, the President and Board of Trustees make the following findings of fact:

- A. That the plight of the owner is due to a cutout of approximately twenty (20) feet by twenty five (25) feet on the northwest corner of the lot not created by the current owners of the property;
- B. That the application of the rear yard setback requirement to both interior sides of the cutout results in a rear setback line that encroaches further into the property than would apply if the cutout did not exist;
- C. That had the previous owner of the property not sold off the rear ten (10) feet of the lot to the property owner immediately to the northwest, the requested variation would not be required;

- D. That the variation, if granted, will not alter the essential character of the locality as the variation will allow for the construction of an addition that is otherwise compliant with the Zoning Code;
- E. That the conditions upon which the variation is based would not be applicable generally to other property within the same zoning district;
- F. That the purpose of the variation is not based exclusively upon a desire to make more money out of the property since the applicants intend to make this improvement for their own personal use and have no desire to sell the property or move from the home;
- G. That the practical difficulty or particular hardship has not been created by any persons presently having an interest in the property;
- H. That the variation will not be detrimental to the public comfort, morals, and welfare or injurious to other property or improvements in the neighborhood in which the property is located; since the use is permitted in the zoning district and the addition will be constructed in accordance with all applicable zoning code regulations other than the variation granted;
- I. That the variation will not substantially increase the hazard from fire or other dangers to said property and not otherwise impair the public health, safety, or general welfare of the inhabitants of the Village since the addition will be constructed in accordance with all applicable building code regulations;
- J. That the variation will not diminish or impair property values within the neighborhood since the variation allows a property improvement that will increase

property values;

- K. That the variation will not unduly increase traffic congestion in the public streets and highways, as the traffic pattern on site will not be changed;
- L. That the variation will not result in an increase in public expenditures or create a nuisance since this is an improvement to the existing code-compliant single-family residential use in a residential zoning district; and
- M. That the variation is the minimum variation that will make possible the reasonable use of the land, building or structure; and

WHEREAS, the President and Board of Trustees, based on the aforementioned findings of fact, find it appropriate to grant the variation as recommended by the Zoning Board of Appeals;

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

SECTION ONE: The Draft Minutes of the October 18, 2016 Glen Ellyn Zoning Board of Appeals meeting, Exhibit "A" appended hereto, are hereby accepted, and the findings of fact and conclusions set forth in the preamble above are hereby adopted as the findings of fact and conclusions of the corporate authorities of the Village of Glen Ellyn.

SECTION TWO: Based upon the above findings of fact, the President and Board of Trustees hereby approve a variation from Section 10-4-8(D)2 of the Glen Ellyn Zoning Code to allow the construction of an addition with a rear yard setback of 28 feet 5 inches in lieu of the required minimum 40 foot rear yard setback for the property at 708 Lenox Road, Glen Ellyn, Illinois, which is legally described as follows:

LOT 1 IN CARNEY'S SECOND PLAT OF RESUBDIVISION, BEING A RESUBDIVISION OF LOTS 1 AND 2 OF CARNEY PLAT OF RESUBDIVISION OF LOTS 10 AND 11 AND THE SOUTHWESTERLY 25 FEET OF LOT 8 IN COLLIN'S AND GAUNTLETT'S LAKE GLEN ELLYN, BEING A RESUBDIVISION IN SECTION 11, TOWNSHIP 39 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED OCTOBER 15, 2014 AS DOCUMENT R2014-095171, IN DU PAGE COUNTY, ILLINOIS.

P.I.N.: 05-11-211-042

SECTION THREE: This grant of variation is conditioned upon the addition being constructed in substantial compliance with the plans and the Application for variation received and dated October 10, 2016, and the testimony and exhibits provided at the October 18, 2016 Zoning Board of Appeals public hearing.

SECTION FOUR: The Building and Zoning Official is hereby authorized and directed to issue building permits for the subject property, consistent with the variation granted herein, provided that all conditions set forth hereinabove have been met and that the proposed construction is in compliance with all other applicable laws and ordinances. This grant of variation shall expire and become null and void twenty-four (24) months from the date of passage of this Ordinance unless a building permit to begin construction in reliance on this variation is applied for within said twenty-four (24)-month time period and construction is continuously and vigorously pursued provided, however, the Village Board, by motion, may extend the period during which permit application, construction, and completion shall take place.

SECTION FIVE: The Village Clerk is hereby authorized and directed to cause a copy of this Ordinance approving the variation to be recorded with the DuPage County Recorder of Deeds.

SECTION SIX: This Ordinance shall be in full force and effect from and after its

passage, approval, and publication in pamphlet form.

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

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

AYES:

NAYS:

ABSENT:

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

Village President of the
Village of Glen Ellyn, Illinois

ATTEST:

Village Clerk of the
Village of Glen Ellyn, Illinois

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

ATTACHMENTS:

- Exhibit A - Draft Minutes of October 18, 2016 ZBA Meeting (PDF)
- Exhibit B - Location Map (PDF)

Ordinance 6452

Meeting of November 14, 2016

- Exhibit C - Aerial View (PDF)
- Exhibit D - Plat of Survey (PDF)
- Exhibit E - Site Plan (PDF)
- Exhibit F - Floor Plans & Elevations (PDF)

DRAFT
ZONING BOARD OF APPEALS
MINUTES
OCTOBER 18, 2016

The meeting was called to order by Chairperson Rick Garrity at 7:00 p.m. ZBA Members Gregory Constantino, Matthew Jones, John Micheli, Adam Miller (student member) and Chip Miller were present. ZBA Member Thomas Whalls was excused. Also present were Trustee Liaison Peter Ladesic, Building and Zoning Official Steve Witt and Recording Secretary Barbara Utterback.

Chairperson Garrity explained the procedures of the Zoning Board of Appeals.

On the agenda was a public hearing regarding the property at 708 Lenox Road.

PUBLIC HEARING – 708 LENOX ROAD

A REQUEST FOR APPROVAL OF VARIATIONS FROM THE GLEN ELLYN ZONING CODE AS FOLLOWS: 1. SECTION 10-4-8(D)2 TO ALLOW THE CONSTRUCTION OF A THREE-STORY ADDITION WITH A REAR YARD SETBACK OF 28 FEET IN LIEU OF THE REQUIRED MINIMUM 40-FOOT REAR YARD SETBACK

(William and Shelley Housey, owners)

Staff Presentation

Building and Zoning Official Steve Witt stated that the petitioners are William and Shelley Housey, owners of the property at 708 Lenox Road. Mr. Witt displayed a map of the subject property which he stated is an interior lot located in the R2 Zoning District on Lenox Road between Oak Street and Linden Street. He added that the zoning and land use immediately surrounding the subject property is also single-family residential. Mr. Witt stated that no records were found that relate to the granting of any previous zoning variations for this property. Mr. Witt stated that several Village permits have been issued for this property and that the last permit issued which was for a remodel/addition is for the current project that was a conditional permit. He stated that the permit was issued conditionally and because the project is large and weather is a factor, the Village is trying to assist the petitioners. He added that there may need to be modifications to the project as designed with regard to the corner of this house that is affected by the variation request for setback. Mr. Witt stated that the notice of the public hearing was published in the October 2, 2016 edition of the Daily Herald and mailed to property owners within 350 feet of the subject property. He added that a placard was placed on the subject property.

Mr. Witt stated that the property owners would like to modify the floor plan of their existing 3-story home with an addition. He added that there is a small portion approximately 25 feet by 25 feet on the northwest side of the lot that gives the lot its unusual shape. He added that due

ZONING BOARD OF APPEALS

-2-

OCTOBER 18, 2016

to the unusual shape of the property, the proposed addition will require a variation to meet the minimum rear yard setback. He also stated that the property owners are requesting a variation from Section 10-4-8(D)2 of the Glen Ellyn Zoning Code to allow the construction of a 3-story addition with a rear yard setback of 28 feet in lieu of the required minimum 40-foot rear yard setback and any other zoning relief necessary to construct the project as depicted on the plans presented or revised at the public hearing or at a public meeting of the Village Board.

Mr. Witt explained a prior similar zoning variation that was brought before the ZBA in the last year to show how a determination has been applied to the rear and side yard setbacks in a situation where there is a property with a corner cut-out such as the subject property. He added that when a property has a corner cut-out, the rear line is considered as the context of the rear yard setback. He stated that when Dimension A (dimension parallel to the rear lot line) exceeds Dimension B (dimension parallel to the side lot line), the rear line has the context of a rear yard setback and when Dimension B is greater than Dimension A, one looks at it in the context of the side yard setback. He added that the issue is that one must apply the setback to the property line continuous as one goes around the property and in order to do that, one must establish some methods of determining at what point the dimension stays the same or does not stay the same with regard to the rear or the side yard setback. Mr. Witt stated that in this case, the architect has determined the adequate placement of the addition within the context of the buildable area if those were the way setbacks were being taken. He added that the shaded portion in essence, however, is part of the setbacks that are not buildable areas. Mr. Witt stated that because how setbacks transition from side yard to rear yard must be considered, historically what has been done is determine which dimension is being worked with and since Dimension A is 25 feet and greater than Dimension B which is 20 feet, the dimension of the rear yard setback is being applied across the entire line. He stated that a point would be struck 40 feet away from all points along a portion of the lot and one would come to a point where an arc has to be created to make 40 foot sections. He added that a portion of the addition is then caught up in the rear yard setback because of the arc where, according to the way it has been viewed historically, becomes the rear yard setback line.

Mr. Witt displayed a plat of 175 Bryant and described a similar variation that had previously been requested.

Questions from the Zoning Board of Appeals

ZBA Member Constantino asked if a variation would be required if there was no cut-out on the subject property, and Mr. Witt responded no, adding that the cut-out is the issue. ZBA Member Constantino also asked if there have been any communications from neighbors either in favor of or in opposition to the proposed variation request, and Mr. Witt responded not that he is aware of. ZBA Member Chip Miller stated if this unique part of the code had not been published, the petitioners might not be asking for a variation, and Mr. Witt responded that is correct. Mr. Witt responded to ZBA Member Micheli that issues in the building code are

ZONING BOARD OF APPEALS

-3-

OCTOBER 18, 2016

subject to interpretation by Village staff and there is no diagram in the Zoning Code that applies to the subject zoning variation. ZBA Member Micheli also asked if staff uses codes from other sources, and Mr. Witt replied not to his knowledge. Mr. Witt responded to ZBA Member Micheli that the 179.64 feet on the subject lot does not include a 10-foot piece of property sold by a previous owner. ZBA Member Jones asked about the petitioners rebuilding their garage, and Mr. Witt replied that the minimum setback for a garage in the R2 Zoning District is the greater of 3 feet or 5% of the lot width. ZBA Member Adam Miller asked how much greater the lot coverage is than specified in the code, and Mr. Witt responded the lot area coverage used to be 13.1%, is allowed to go to 20% and the proposed lot coverage is going to 19.9%.

Petitioners' Presentation

William and Shelley Housey, owners of the subject property, and their architect, Steve Poteracki, Studio One Architects, 1105 Burlington Avenue, Western Springs, Illinois were present to speak on behalf of the subject variation request.

Mr. Poteracki distributed a petition with eight signatures in favor of the subject request to the Zoning Board of Appeals. Mr. Poteracki stated that the petitioners' hardship is the shape of the lot and that the notch taken out of the back is questionable with the setbacks. He stated that the setback is unusual in the sense that there is an arc created and not something typical to be found in the code so striking the chord and arc is not something he has encountered in 14 years of being in business for himself. Mr. Poteracki stated that the homeowners had contacted him to do a renovation on their home instead of tearing it down. He stated that they wanted to keep the essential character of the neighborhood and added that the property is very prominent, therefore, the best place for this addition is to the north or to the west. He added that increasing the living space off the back gives them kind of a modern family feel. He stated that while they were developing the plan, they felt they were well within the confines of the setbacks and codes. He also stated that the size of the existing garage is 984 square feet which is nonconforming so the garage could not be rebuilt as it currently exists which is 7-1/2 feet from the existing structure. Mr. Poteracki also stated that the notch created difficulty and the property was subdivided at one point. He responded to Chairman Garrity that the original subdivision occurred in 2014, perhaps slightly earlier, and an additional 20 feet was sold off probably at the beginning of 2015. He added if they had the additional 20 feet, there would be no issue because the east-west sides would be longer than the north-south sides. Mr. Poteracki stated that a builder had purchased the 20 feet to construct a new home on Park Boulevard and added that the additional footage that would be needed would be 5.18 feet to get it to 25 feet which would have negated the variation. Mr. Poteracki stated that looking at the square footage of the encroachment as it currently stands, 144 square feet encroach, however, it is still within the lot coverage ratio. He added that 23 square feet of that amount is 2-story so the structure is not massive nor will it impede light or air.

ZONING BOARD OF APPEALS

-4-

OCTOBER 18, 2016

Additional Questions from the Zoning Board of Appeals

ZBA Member Chip Miller asked Mr. Poteracki if he would have worked around the issue or applied for a variation had he been aware of the situation. Mr. Poteracki stated they would have done their best to try to create something within the confines of the setbacks, however, the variation is the best way to add onto the house due to the layout of the house as it flows with the structure. Mr. Poteracki responded to ZBA Member Chip Miller that they would probably have to shift the foundation if the variation request was denied and that an awkward roof situation with multiple gables coming in would also be created. Mr. Housey responded to ZBA Member Jones that they did not ask their neighbor if they could purchase back the 5 feet originally sold to them as they found out about this situation very recently and did not feel the neighbor would be able to sell back that property. ZBA Member Jones asked how much time it would take to re-draw the architectural drawings if the variation request was denied. Mr. Poteracki stated that the initial process took close to nine months to come to this point and responded that they would not be able to begin construction until spring.

Persons in Favor of or in Opposition to the Variation Request

Greg Klamrzynski of 735 N. Park Boulevard, Glen Ellyn, Illinois stated that he lives in the petitioners' neighborhood and can see their home from his back deck. He stated that the plan the petitioners are putting in place is a huge improvement from his vantage point as well as other neighbors who surround their back yard. He added that the garage is gigantic and very close to the property lines for the surrounding neighbors so opening up that space will make the area more pleasant for the neighbors' back yards. Mr. Klamrzynski stated that other neighbors he has spoken to are happy with the petitioners' plan. He also stated that the petitioners are a victim of circumstances as the code is not explicit regarding the cut-out on their property.

Findings of Fact

ZBA Member Constantino stated that the petitioners, William and Shelley Housey, owners of the property at 708 Lenox Road, are requesting a variation to allow the construction of an addition with a rear yard setback of 28 feet in lieu of the required minimum 40-foot setback. He stated that Building and Zoning Official Steve Witt stated that no prior variances are on record to have been granted for this property. He stated that the subject property is an interior lot located in the R2 Zoning District on Lenox between Oak and Linden in a single-family residential area. ZBA Member Constantino stated that the variance relates to the northwest corner of the subject lot and is required because of an approximately 20' by 20' portion or cut-out of the lot that was sold prior to the current owners taking title. ZBA Member Constantino stated that Building and Zoning Official Steve Witt described a prior variation request at 175 Bryant Avenue where similar issues were heard and described it as almost a subjective process in interpreting the application of the zoning ordinance. He added that when one has a cut-out

ZONING BOARD OF APPEALS

-5-

OCTOBER 18, 2016

such as the petitioners have, it depends upon the dimensions of the cut-out to determine whether one takes setbacks off of the rear boundary line or the side boundary and in this case the determination was made to take off the rear lot line because of the cut-out in certain areas and instead of the 40-foot requirement there would be a necessary 13- to 14-foot encroachment onto the setback because of the unique shape. ZBA Member Constantino stated that the owners, Bill and Shelley Housey, and Architect Steve Poteracki were present. Mr. Poteracki presented a petition signed by nine (9) surrounding neighbors. He stated that Mr. Poteracki presented the hardship as being the lot shape which was not created by the present owners. He added that there is an unusual setback in the shape of an arc and if it had not been sold off, the petitioners would not be present to request a variation. ZBA Member Constantino stated that the petitioners are seeking to maintain the character of their home rather than considering a teardown or other drastic measure. He added they did not realize a variation would be required until after the permit process had begun. He added that the entire encroachment on the setback is approximately 144 square feet and is still within the lot coverage ratio per the zoning ordinance. ZBA Member Constantino stated that Mr. Housey had said they did not have time to approach neighbors to determine whether they could gain any area in the rear to assist with the proposed project.

ZBA Member Constantino stated that neighbor Greg Klamrzynski of 735 N. Park Boulevard reviewed the plans to remove the garage and add the addition and Mr. Klamrzynski stated that he and the other neighbors feel that this project will be a huge improvement to the subject space and the area. ZBA Member Constantino stated that Mr. Klamrzynski felt this was a unique situation and felt it was necessary to go through the archives and make a subjective interpretation of the code.

ZBA Member Micheli moved, seconded by ZBA Member Chip Miller, to approve the findings of fact. The motion carried unanimously by voice vote.

Comments from the Zoning Board of Appeals

ZBA Member Constantino felt that although not unique, the variation request is due to a hardship created by a cutout of approximately 20 feet by 25 feet. He added that the cutout was not caused by the owner nor was the situation created by the owner. He also stated that the unique shape of the lot and the interpretation of the use of the rear yard versus the side yard determined the setback and created this issue and the arc shaped setback that does almost nothing for the plans and the shape of the house. He added that this unique interpretation of the zoning lot is subjective and not easily interpreted in an objective standard. He stated that he is supportive of the variance being requested as it appears to be the minimum amount and the neighbors are supportive. ZBA Member Chip Miller agreed with ZBA Member Constantino's comments. He added that an important part of this request is that the interpretation is not published and the petitioners had no way to know until it was presented and they had done work on the project. ZBA Member Chip Miller also stated that removing the

ZONING BOARD OF APPEALS

-6-

OCTOBER 18, 2016

garage opens up more space for that whole portion of the neighborhood to be able to see the lake and have more air and light coming into their homes. He added that the overall plan is nice and will help the neighborhood; therefore, he is in favor of the variation request. ZBA Member Micheli stated he was not in favor of the variation request as he does not think it is a non-published code and does not think it is subjective. He felt that if one is presented with an unusual lot, it is the architect's responsibility to contact the Village regarding how to address it. He stated that the explanation to take the greater encroachment and measure from there seems very clear and is something that could have been worked with. He added that he found that the topography will shelter it a great deal and he found that the unusual shape of the lot begins to grant a basis for it. He also felt that the petitioners' efforts to salvage and retain the unique home in keeping with the character of the neighborhood should be assisted but did not think that the Village code is unclear and is written to specifically to address these notches and it is not the ZBA's place to question how the code is written. He added that he would vote in favor of this request. ZBA Member Jones stated he was in favor of the requested variation per the other ZBA members' comments. He stated he believes a hardship was created by the previous owner. He stated that the lots in Glen Ellyn are not standard lots and stated he was willing to work with that hardship. Student ZBA Member Adam Miller stated that this lot has an odd layout and he did not feel that the petitioners have a realistic way to revise their plan, however, have done a good job with their revision. He added that the home is in a historic neighborhood of Glen Ellyn and the petitioners are providing a fresh look at it and maintaining its historic quality. He was in favor of the variation being requested.

ZBA Member Micheli moved, seconded by ZBA Member Jones, to close the public hearing. The motion carried unanimously with five (5) votes yes and zero (0) votes no.

Motion

ZBA Member Chip Miller moved, seconded by ZBA Member Micheli, that the Zoning Board of Appeals recommend approval of a variation request from Section 10-4-8(D)2 of the Zoning Code by William and Shelley Housey, owners of the property at 708 Lenox Road, to allow the construction of a three-story addition with a rear yard setback of 28 feet 5 inches in lieu of the required minimum of a 40-foot rear yard setback. The recommendation for approval is based on the hardship that the lot is a unique shape and after removing the garage, the section in question allows the house to keep in character with the zoning.

The motion carried with five (5) yes votes and zero (0) no votes as follows: ZBA Members Miller, Micheli, Constantino, Jones and Chairman Garrity voted yes.

Trustee Report

Trustee Liaison Ladesic stated that the Village Board has recently been holding budget workshops.

ZONING BOARD OF APPEALS

-7-

OCTOBER 18, 2016

Chairperson Report

Chairperson Garrity gave no report.

ZBA Report

ZBA Member Chip Miler stated that the Civic Betterment Party is looking for people who would like to run for office.

Staff Report

Building and Zoning Official Steve Witt stated that there are no upcoming zoning variations on the schedule. He added that he does not know at this time when the project at 237 Van Damin will move forward.

ZBA Member Jones moved, seconded by ZBA Member Chip Miller, to adjourn the meeting at 7:50 p.m. The motion carried unanimously by voice vote.

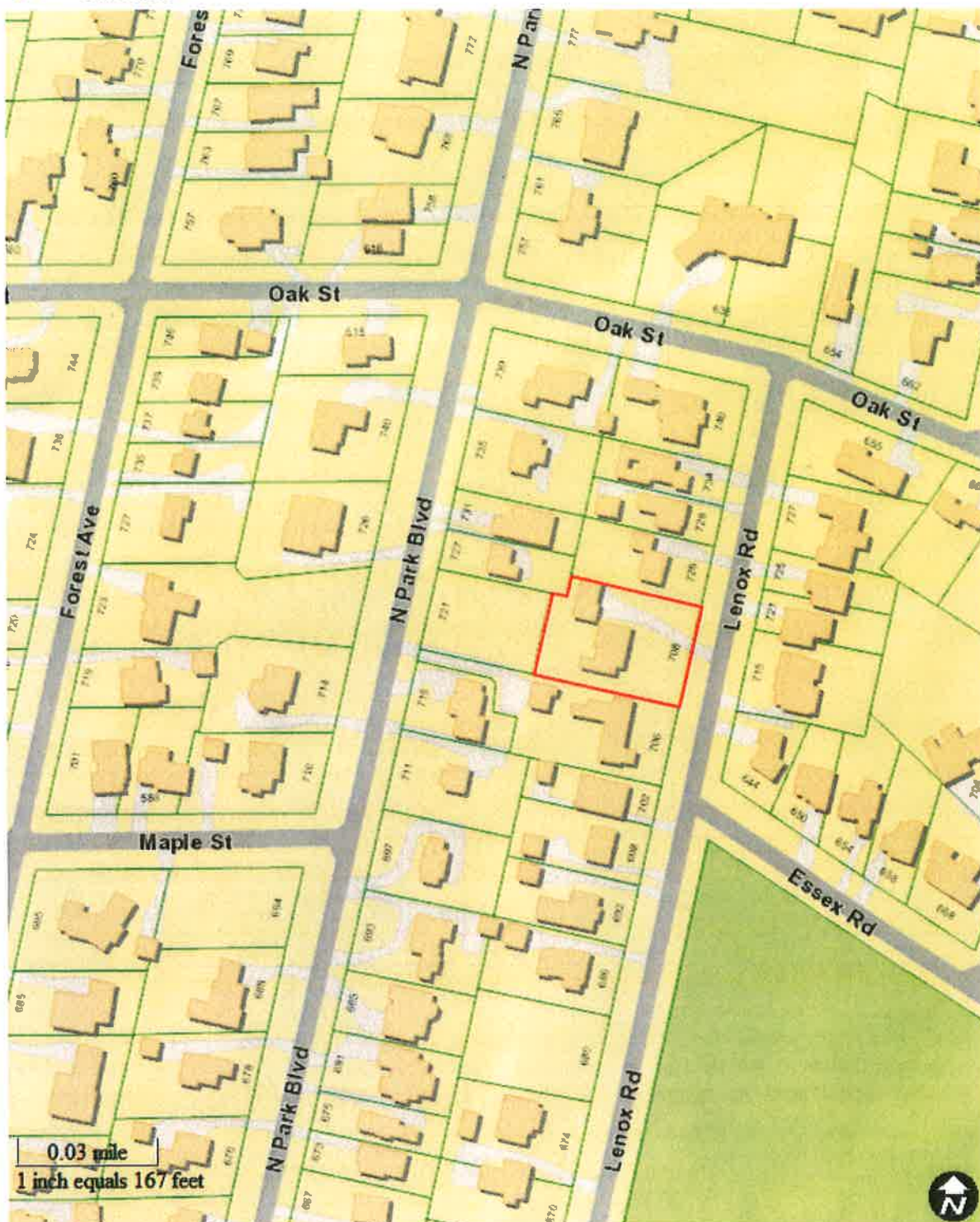
Submitted by:

Barbara Utterback
Recording Secretary

Steve Witt
Building and Zoning Official



Location Map - 708 Lenox Rd

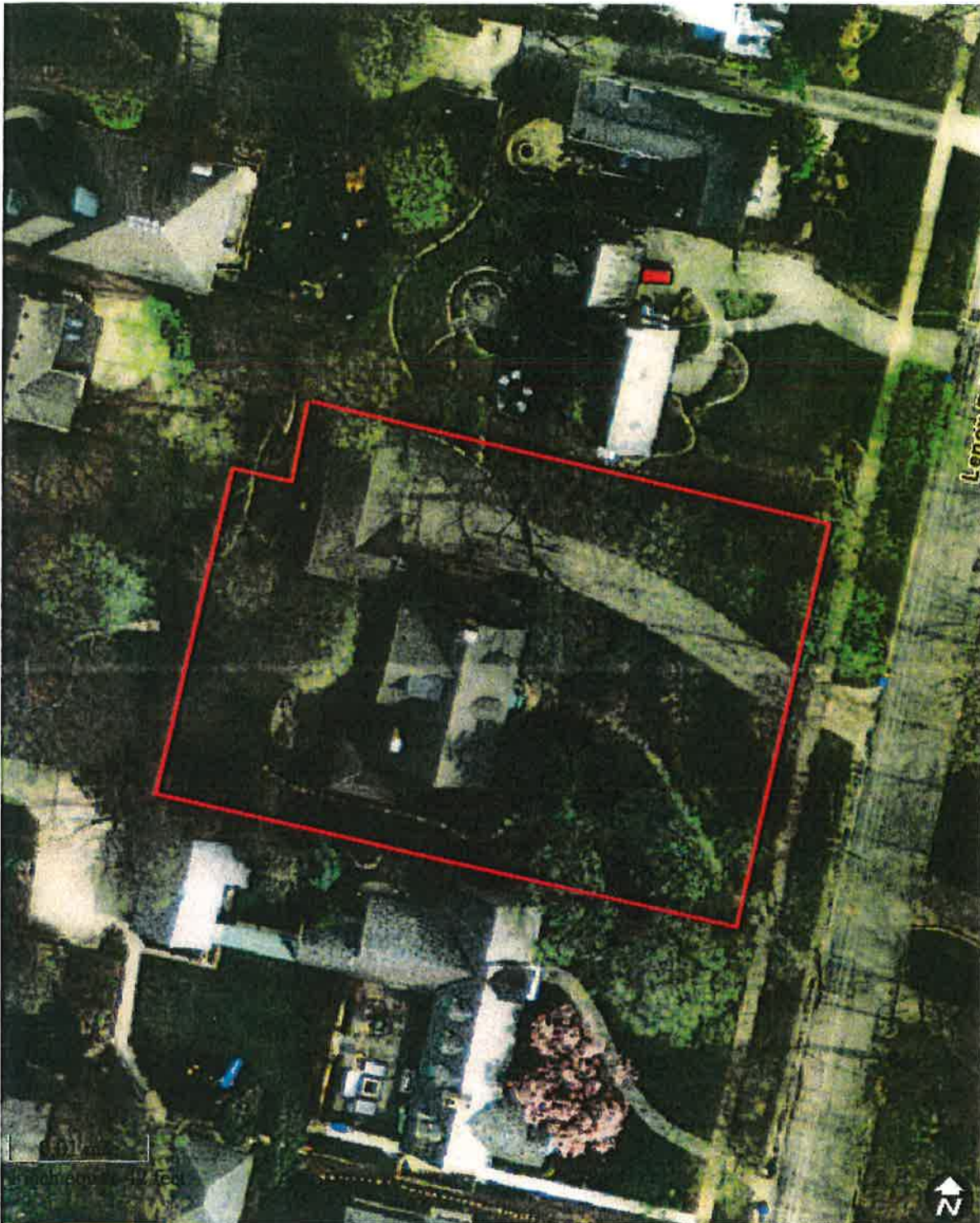


Map created on October 5, 2016.

© 2016 GIS Consortium and MGP Inc. All Rights Reserved.

The GIS Consortium and MGP Inc. are not liable for any use, misuse, modification or disclosure of any map provided under applicable law.

Disclaimer: This map is for general information purposes only. Although the information is believed to be generally accurate, errors may exist and the user should independently confirm for accuracy. The map does not constitute a regulatory determination and is not a base for engineering design. A Registered Land Surveyor should be consulted to determine precise location boundaries on the ground.

*Aerial View - 708 Lenox Rd.*

Map created on October 5, 2016.

© 2016 GIS Consortium and MGP Inc. All Rights Reserved.

The GIS Consortium and MGP Inc. are not liable for any use, misuse, modification or disclosure of any map provided under applicable law.

Disclaimer: This map is for general information purposes only. Although the information is believed to be generally accurate, errors may exist and the user should independently confirm for accuracy. The map does not constitute a regulatory determination and is not a base for engineering design. A Registered Land Surveyor should be consulted to determine precise location boundaries on the ground.

• Monumentation Found
 ○ Monumentation Set
 (50') Record Dimension
 -X- Fence Line

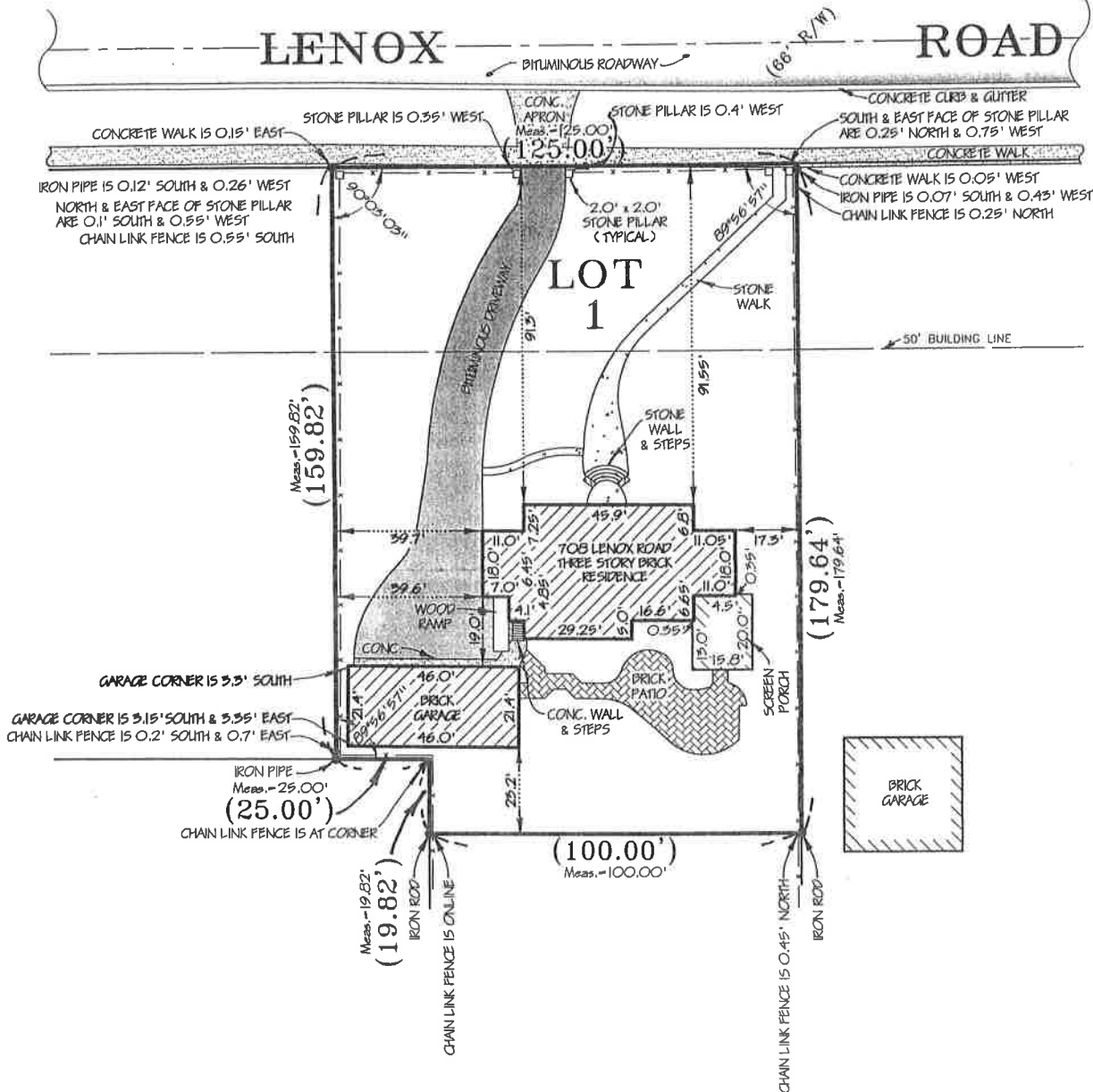
PLAT OF SURVEY

LOT 1 IN CARNEY'S SECOND PLAT OF RESUBDIVISION, BEING A RESUBDIVISION OF LOTS 1 AND 2 OF CARNEY PLAT OF RESUBDIVISION OF LOTS 10 AND 11 AND THE SOUTHWESTERLY 25 FEET OF LOT 8 IN COLLIN'S AND GAUNTLETT'S LAKE GLEN ELLYN, BEING A RESUBDIVISION IN SECTION 11, TOWNSHIP 39 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN DU PAGE COUNTY, ILLINOIS.

AREA OF SITE = 22,000 SQ.FT.

RECEIVED

OCT 11 2016

PLANNING DEPARTMENT
VILLAGE OF GLEN ELLYN

STATE OF ILLINOIS) SS
 COUNTY OF DU PAGE)

THIS IS TO CERTIFY THAT I, ALLEN D. CARRADUS, A PROFESSIONAL LAND SURVEYOR, LICENSED IN THE STATE OF ILLINOIS, HAVE SURVEYED THE PROPERTY AS DESCRIBED HEREON AND THAT THE ANNEXED PLAT IS A CORRECT AND TRUE REPRESENTATION THEREOF, AND THAT THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY.

SIGNED AND SEALED AT WHEATON, ILLINOIS THIS 18th DAY OF August A.D. 2015
 BY Allen D. Carradus ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 35-2551.
 MY LICENSE EXPIRES NOVEMBER 30, 2018.



NOTES

1. All distances shown hereon are in feet and decimal parts thereof corrected to 66' L. Distances shown along curved lines are Arc Measurements unless otherwise noted.
2. Compare the Legal Description, Building Lines, and Easements as shown hereon with your Deed, Title Insurance Policy or Title Commitment.
3. Consult local authorities for additional setbacks and restrictions not shown hereon.
4. Compare all survey points and report any discrepancies immediately.
5. Consult utility companies and municipalities prior to the start of any construction.
6. Dimensions to and along buildings are exterior foundation measurements.
7. Do Not Assume distances from scaled measurements made hereon.

CARRADUS LAND SURVEY, INC.

Residential & Commercial Land Surveying Services
 100 Bridge Street Suite 1, Wheaton, Illinois 60187
 (630) 588-0416 (Fax) 653-7682

PREPARED FOR:

HUCK, BOUMA P.C.

DRAWN BY:

CMG

DATE OF FIELD WORK:

08/18/15

SCALE:

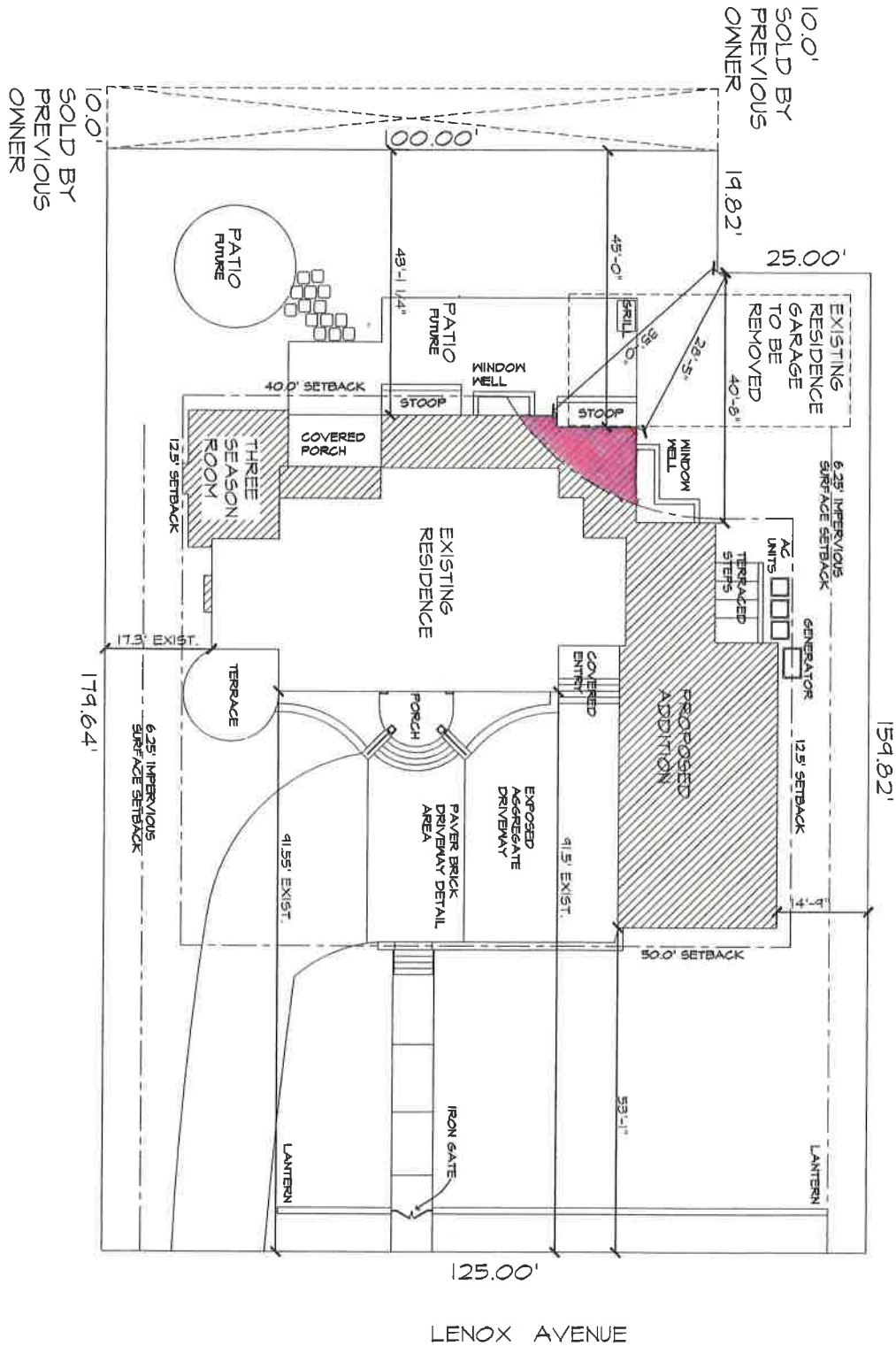
1" = 30'

FLOOR - PAGE

48-00

PROJECT NO.

13259-C



▲ SITE PLAN
SCALE: 1" = 10'-0"

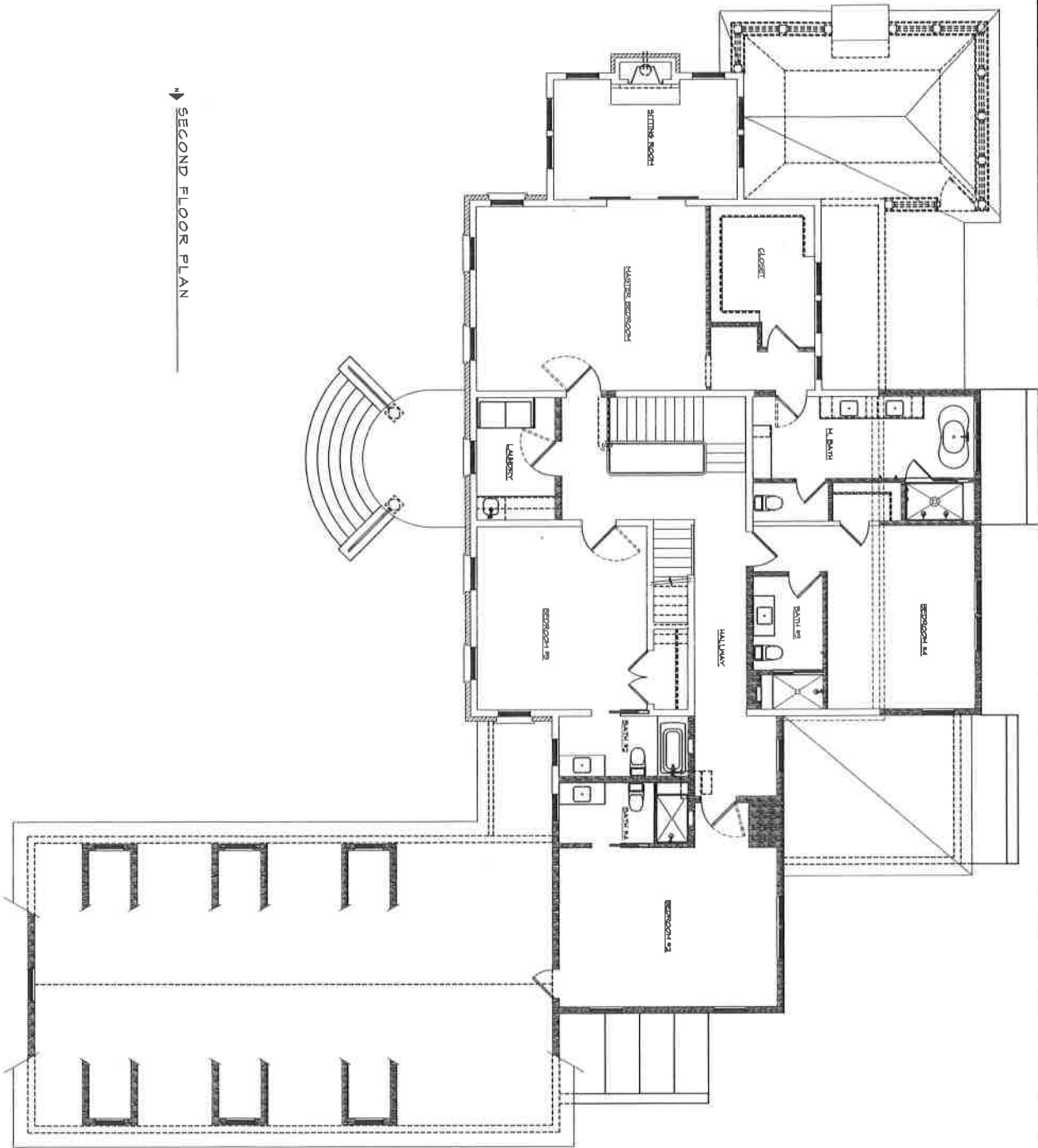
HOUSEY RESIDENCE
108 LENOX ROAD, GLEN ELLYN, ILLINOIS

1105 Burlington Avenue
Western Springs, IL
708.383.1124
708.246.6640
studioarchitect.com





SECOND FLOOR PLAN

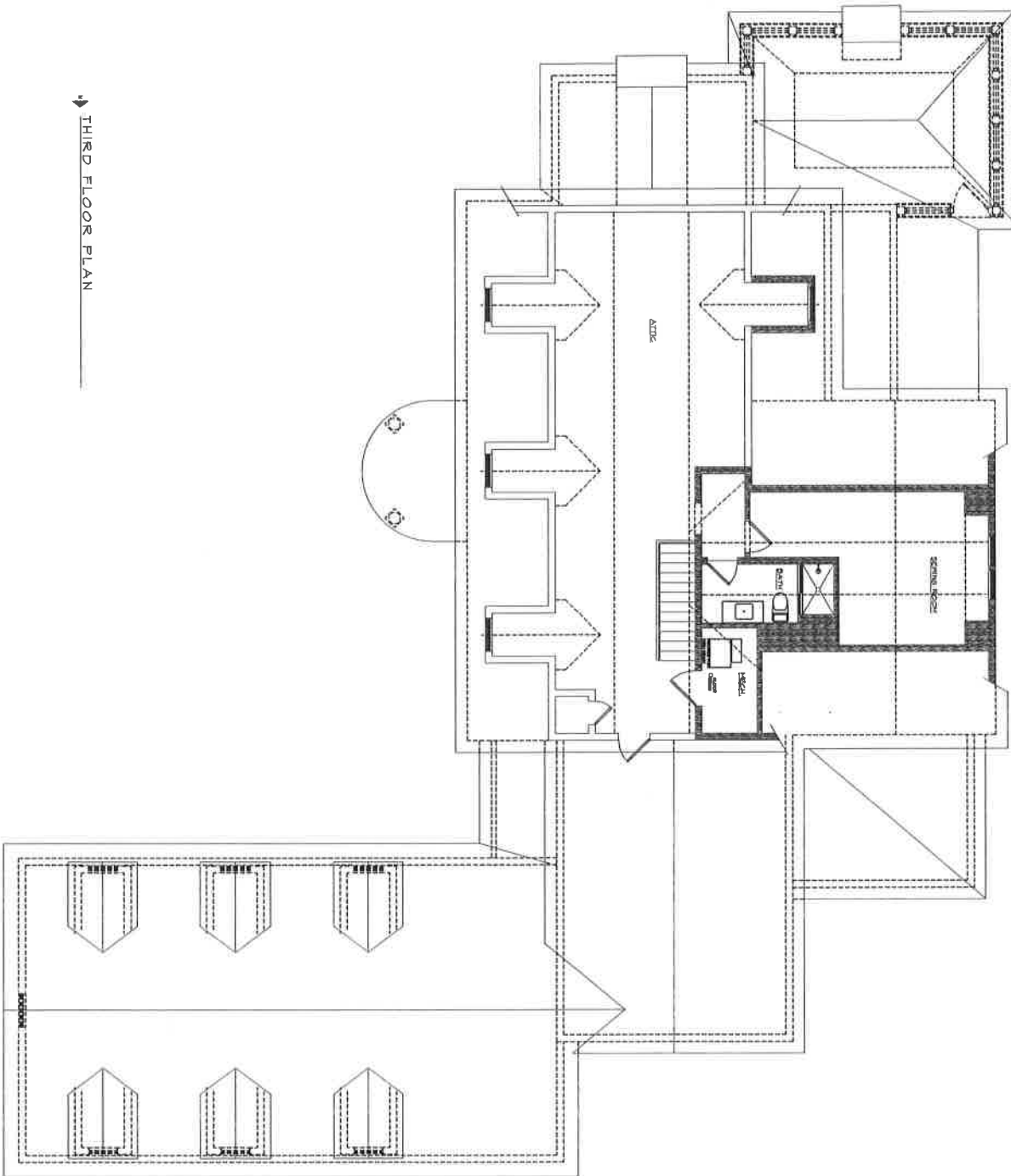


HOUSEY RESIDENCE
708 LENOX ROAD, GLEN ELLYN, ILLINOIS

STUDIO 1
1101 Southridge Avenue
Western Springs, IL
708.733.1131
708.266.6648
studio1architects.com

V2.2

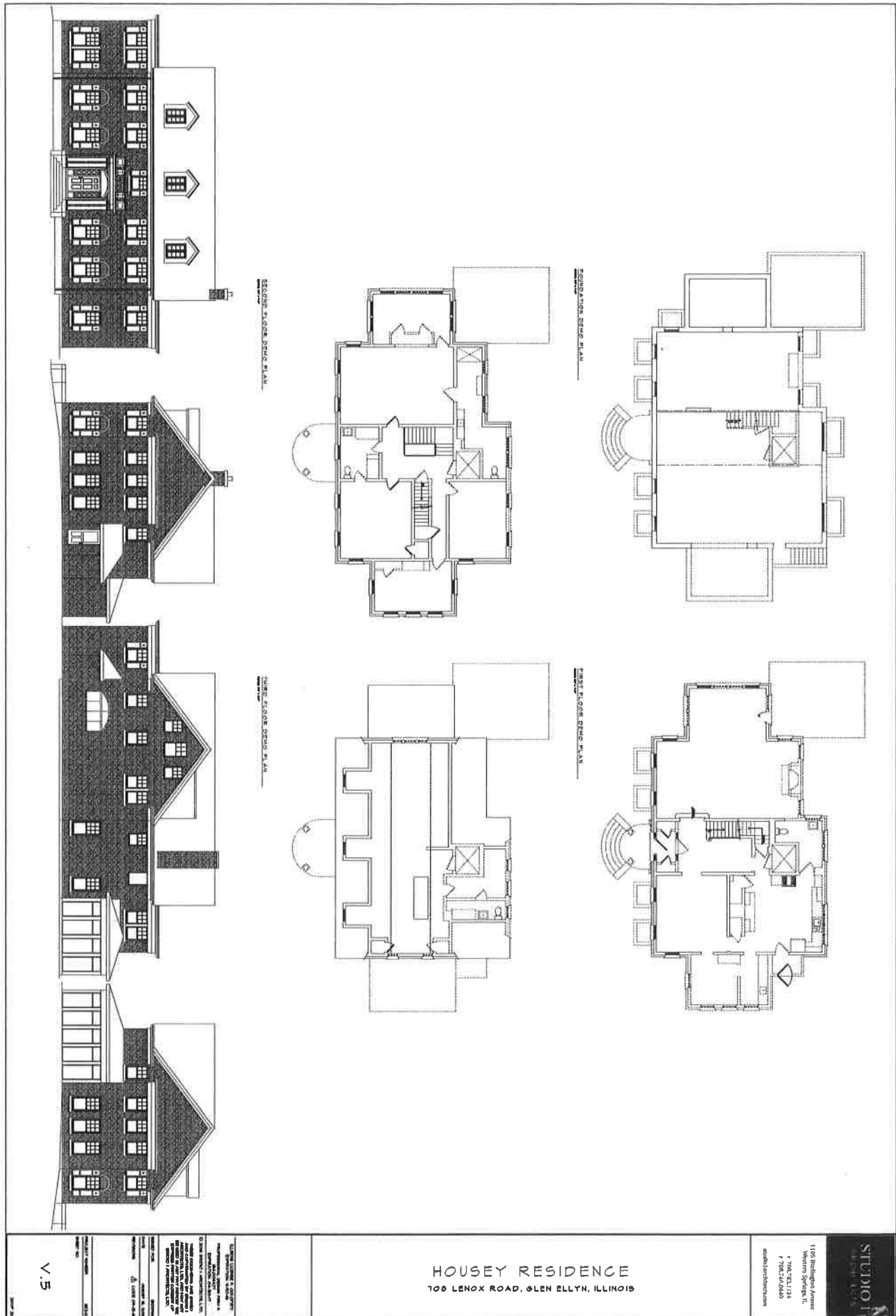
THIRD FLOOR PLAN



HOUSEY RESIDENCE
708 LENOX ROAD, GLEN ELLYN, ILLINOIS

STUDIO 1
1101 Boulevard Avenue
Naperville, IL 60563
708.571.1124
studio1architect.com

V2.3





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

Meeting: 11/14/16 07:00 PM
Department: Planning & Development
Department Head: Staci Hulseberg
Category: Agreement
Prepared By: Steve Witt

SCHEDULED

AGENDA ITEM (ID # 2508)

DOC ID: 2508

Approve award of a contract to Planning Resources, Inc., of Wheaton, Illinois, to provide tree preservation consulting services, with an option to renew the contract on an annual basis not to exceed a three year period, to be expensed to the General Fund. (Planning and Development Director Hulseberg)

Background:

As part of our ongoing evaluation of providing superior service to our customers, the Planning and Development Department issued a Request for Proposals for tree preservation consulting services. The purpose of the RFP was to evaluate the services currently provided to the Village by Planning Resources, Inc. ("PRI") as well as identify other consulting companies and options that may be available to us. PRI has been providing tree preservation consulting services to the Village since 2012. They have been responsive to our needs over that time frame.

Copies of the RFP were sent out to eight firms that provide these services to municipalities within the Chicagoland area. The Village received responses from two vendors desiring to provide these services to the Village of Glen Ellyn, including:

Kramer Tree Specialists, West Chicago, IL
Planning Resources, Inc., Wheaton, IL

Responsiveness to the RFP

Each proposal was reviewed to determine its responsiveness to the RFP. Kramer Tree Specialists' ("KTS") proposal was not responsive as it did not include, amongst other items, a statement of the business history and organization or a list of client references. Additionally, KTS's fee proposal was substantially higher in cost than PRI's (see chart below); therefore, PRI is considered to be the lowest responsible bidder.

Tree Preservation Consulting Services - Proposed Fee Structures						
Firm	Review Type	New Single-family Home	Single-family Home Addition > 300sf	Site Improvements > 1,500 sf	Hourly Rate related to Tree Preservation	Hourly Rate related to Planning Services
KTS		\$2,250	\$1,500	\$1,850	\$150	\$150
PRI		\$200	\$160	\$210	\$110	\$110

Recommendation:

Staff is recommending a contract be awarded to Planning Resources, Inc. to provide tree

Agenda Item (ID # 2508)

Meeting of November 14, 2016

preservation consulting services on behalf of the Village, with an option to renew the contract on an annual basis not to exceed a three year period, with the ability for either party to terminate the contract with a 7-day notice. In accordance with this recommendation, staff has prepared the attached contract for approval.

Attachment: Exhibit A - Agreement for Professional Services

Motion to approve an Agreement for Professional Services with Planning Resources, Inc., Wheaton, IL to provide tree preservation consulting services to the Planning and Development Department.

ATTACHMENTS:

- Exhibit A - Agreement for Professional Services (PDF)

EXHIBIT - A

Agreement for Professional Services Between Planning Resources Inc. and Village of Glen Ellyn

This AGREEMENT made and entered into this _____, by and between PLANNING RESOURCES INC., 402 WEST LIBERTY DRIVE, WHEATON, ILLINOIS 60187 (hereinafter referred to as the "CONSULTANT"), and the VILLAGE OF GLEN ELLYN, 535 DUANE STREET, GLEN ELYN, IL 60137 (hereinafter referred to as the "VILLAGE"),

WITNESSETH THAT:

WHEREAS, the VILLAGE desires to engage the services of the CONSULTANT to furnish technical and professional assistance ongoing consultant services for the Village of Glen Ellyn, Illinois (hereinafter referred to as the "PROJECT"), and the CONSULTANT has signified their willingness to furnish technical and professional services to the VILLAGE.

NOW, THEREFORE, the parties hereto do mutually agree as follows:

A. Scope of Consultant's Services:

The CONSULTANT agrees to perform in a good and professional manner those services described in Attachment A, a copy of which is attached thereto and incorporated in this AGREEMENT.

IT IS MUTUALLY UNDERSTOOD AND AGREED that the Contractor shall have the full control of the ways and means of performing the work referred to above and that the Contractor or its employees, representatives or subcontractors are in no sense employees of the VILLAGE, it being specifically agreed that the Contractor bears the relationship of an independent contractor to the VILLAGE.

B. Services to be provided by the VILLAGE:

The VILLAGE shall provide one copy of applicable Village Ordinances, plans and policies. In the event that any information, data, reports, records and maps are existing and available to VILLAGE and are useful for carrying out the work on this PROJECT, as determined by the sole discretion of the VILLAGE, this information shall be promptly furnished to the CONSULTANT. Examples could include base maps, utility atlas, aerial photography,

boundary survey, etc.

If, by reason of any fault of VILLAGE, materials or services to be provided by the VILLAGE are not made available to the CONSULTANT in a timely manner, the CONSULTANT may, at its option, notify VILLAGE in writing, and stop work on the PROJECT until such materials or services are provided.

C. Changes:

The VILLAGE may from time to time, require or request changes in the scope of services of the CONSULTANT to be performed hereunder. Such changes, including any appropriate increase or decrease in the amount of compensation, which are mutually agreed upon by and between the VILLAGE and the CONSULTANT, shall be incorporated in written amendments to the AGREEMENT.

D. Consultant's Compensation:

The CONSULTANT shall be compensated for services rendered under the terms of Section E of this AGREEMENT and Attachment A, Fee Schedule. Time will be billed, by project, on a monthly basis based on work order.

E. Method of Payment:

The CONSULTANT shall submit invoices to the VILLAGE not more often than once per month during the course of the work, for partial payment on account, for work completed to date. Such invoices shall represent the value of the partially completed work and shall be accompanied by a one to two-page progress report documenting the work accomplished at the end of the billing period. Invoices shall be due and payable within thirty (30) days of receipt by the VILLAGE.

F. Time of Performance:

The services of the CONSULTANT will begin upon execution of this AGREEMENT by both parties. Absent causes beyond the control of the CONSULTANT, the CONSULTANT shall complete the work covered by this AGREEMENT within six (6) months from the date of notice-to-proceed.

This agreement shall remain in effect for a period of one (1) year starting on January 1, 2017 and ending on December 31, 2017 with an option for the VILLAGE to renew the agreement on an annual basis for a total period not to exceed three (3) years.

G. Hold Harmless:

VILLAGE and Consultant each agree to indemnify and hold the other harmless, and their respective officers, employees, agents, and representatives from and against liability for all claims, losses, damages, and expenses, including reasonable attorney's fees, to the extent such claims, losses, damages, or expenses are caused by the indemnifying party's negligent acts, errors, or omissions. In the event claims, losses, damages, or expenses are caused by the joint or concurrent negligence of the VILLAGE and Consultant, they shall be borne by each party in proportion to its negligence.

With respect to conduct of the Village and its employees, the Village retains all defenses and immunities contained within the Tort Immunity Act as to the Consultant and third parties.

H. Termination:

This AGREEMENT may be terminated by either party upon seven (7) days written notice should the other party fail substantially to perform in accordance with its terms through no fault of the party initiating the termination. This AGREEMENT may be terminated by the VILLAGE upon at least seven (7) days' written notice to the CONSULTANT in the event that the PROJECT is abandoned by the VILLAGE.

In such event, all finished and unfinished documents and work papers prepared by the CONSULTANT under the AGREEMENT shall become the property of the VILLAGE and the CONSULTANT shall receive the compensation to which it is entitled based upon hours of work performed and expenses incurred in accordance with Sections D and E.

I. Nondiscrimination:

The CONSULTANT agrees not to discriminate by reason of age, race, religion, color, sex, national origin, or handicap unrelated to the duties of a position, of applicants for employment, promotion, demotion or transfer, recruitment, layoff or termination, compensation, selection for training, or participation in recreational and educational activities. This contract is subject to and governed by the rules and regulations of the Illinois Fair Employment Practices Act.

J. Contract Documents:

The contract documents that constitute the entire AGREEMENT between the VILLAGE and the CONSULTANT shall include the following component parts, all of which are attached hereto and shall be deemed to be a part hereof just as though set forth in full in this AGREEMENT.

Attachment A – Consultant Fee Schedule
Attachment B – N/A

K. Excusable Delays:

The CONSULTANT shall not be in default by reason of any failure in performance of this AGREEMENT in accordance with its terms (including any failure by the CONSULTANT to make progress in the prosecution of the work hereunder which endangers such performance) if such failure arises out of causes beyond the control and without the fault or negligence of the CONSULTANT. Such causes may include, but are not restricted or limited to, acts of God or of the public enemy, acts of government in either the sovereign or contractual capacity, fires or floods, but in every case, if the failure to perform is beyond the control and without the fault or negligence of the CONSULTANT, the CONSULTANT shall not be deemed to be in default.

L. Extra Work:

No extra work will be undertaken without written authorization. If requested and authorized in writing by the VILLAGE, the CONSULTANT will be available to furnish, or obtain from others, extra work of the following types:

1. Extra work due to changes in the general scope of the study including, but not limited to, changes in size, complexity or character of the work items.
2. Additional or extended services due to: (a) the prolongation of the AGREEMENT time through no fault of the CONSULTANT, (b) the acceleration of the work schedule involving services beyond normal working hours, or (c) non-delivery of any materials, data or other information to be furnished by the VILLAGE or others not within the control of the CONSULTANT.
3. Other additional services requested and authorized by the VILLAGE that are not otherwise provided for under this AGREEMENT.
4. Attendance at additional meetings beyond those made part of this AGREEMENT and described in Attachment A.

The costs and schedule for completing extra work authorized by the VILLAGE shall be subject to negotiation between the VILLAGE and the CONSULTANT in accordance with the provision of Paragraph C (Changes) and Paragraph E (Method of Payment) of this AGREEMENT.

M. Insurance:

Contractor will keep in force, to the satisfaction of the VILLAGE, and at all times during the performance of any work referred to above, Workers Compensation and Employers Liability Insurance, Commercial general Liability Insurance, and Automobile Insurance.

N. Validation of Agreement:

The terms of this AGREEMENT will become valid upon execution by both parties:

IN WITNESS WHEREOF, the VILLAGE and the CONSULTANT have executed this AGREEMENT on the date and year first above written.

CONSULTANT:

VILLAGE:

PLANNING RESOURCES INC.

VILLAGE OF GLEN ELLYN

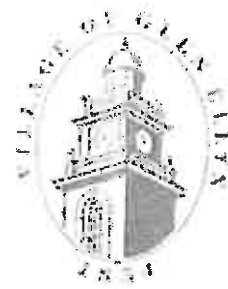
By: _____
NameBy: _____
Name

Title: _____

Title: _____

Date: _____

Date: _____



CONSULTING SERVICES FEE SCHEDULE – ATTACHMENT A

Tree preservation and landscape (TPL) consulting service fees are established by a combination of a fixed unit fee and/or an hourly rate. The fixed fee includes an unlimited number plan reviews, inspections and applicant contacts to obtain compliance with tree preservation requirements and completion of the work. Please complete the following fee schedule for your services and include this information in your proposal:

A. Fixed fee for Building Division tree preservation consulting services for single family lots:

1. New single family home with demolition or on vacant parcel \$ 200.00 each
 - A-1. New single family home with demolition or on vacant parcel
 - Review plan and application to provide comment
 - Conduct site inspection to review species/protective measures
 - Conduct final review and document for village records

Additional site meeting in excess of five will result in time and materials fee assessment for consulting visits

2. Home addition or accessory structure over 300 square feet \$ 160.00 each
 - A-2. Home addition or accessory structure over 300 S.F.
 - Conduct on site meeting to examine extent of impact and review proposed measures
 - Conduct one follow up site inspection to verify compliance
 - Record and file necessary documentation

3. Site improvements/grading/landscaping over 1,500 square feet \$ 210.00 each
 - A-3. Site improvement/grading/landscaping over 1500 S.F.
 - Review proposed site improvement plan to determine impact potential
 - Conduct on-site inspection to evaluate proposed action
 - Verify protective measures of tree preservation plans are in place prior to operations
 - Record and file necessary documentation

B. Hourly rate for Building or Planning Division tree preservation consulting services to investigate problems and complaints, propose suggestions and alternatives to resolve conflicts, and document violations to support enforcement actions:

1. All new developments and existing properties upon request \$110.00 hr

C. Hourly rate for Planning Division commission project consulting services for subdivisions, special use projects, planned unit developments or any other commercial or multi-family development project except single family lots:

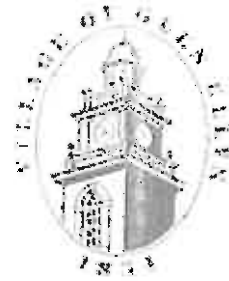
1. Commercial and multi-family developments \$110.00 hr

D. Hourly rate for Planning Division landscape design consulting services:

1. Plan, design and prepare bidding, permit, and construction documents for landscape improvement projects for the Village of Glen Ellyn \$ 85-100.00 hr

E. Hourly rate for Public Works Department tree preservation consulting services:

1. Projects on public property in the right of way \$ 94.00 hr



CONSULTANT SERVICES TERMS AND CONDITIONS

1. Applicants are expected to notify the Village of any discovered ambiguity, error, conflict, discrepancy, omission or other deficiencies in this RFP and request modifications or clarifications.
2. The TPL consultant must maintain a business in good standing and utilize staff with current and required certifications.

Respectively Submitted as of March 1, 2016.

Keven Graham, FASLA, PLA, CLARB
Principal/COO
Planning Resources Inc.



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

Meeting: 11/14/16 07:00 PM
Department: Recreation
Department Head: Jeff Vesevick
Category: Agreement
Prepared By: Caroline Conlon

SCHEDULED

AGENDA ITEM (ID # 2504)

DOC ID: 2504

**Approve the final monthly payment for services rendered to
Legendary Marketing, of Lecanto, Florida, for an aggregate total of
\$21,000, to be expensed to the Village Links/Reserve 22 Fund.
(General Manager Vesevick)**

Background

The Village Links/Reserve 22 entered into an agreement with Legendary Marketing (Lecanto, FL) to help with its promotion and marketing of the facility, particularly the golf course and golf programs. The terms of the contract call for a monthly payment to Legendary Marketing in the amount of \$1,750 for various marketing services including website construction and maintenance, e-mail data base building and delivery, and social media marketing. In addition, Legendary Marketing occasionally conducts data building contests at a cost to Village Links/Reserve 22 in order to increase the operation's social media presence and to expand upon its e-mail database for direct marketing.

Issues

The cost of the aggregate total services rendered in calendar year 2016 by Legendary Marketing will exceed the \$20,000 spending threshold, which requires approval by the Village Board of Trustees. Total monthly fees would result in a total of \$21,000 in service fees for calendar year 2016.

Action Requested

Approve the payment to Legendary Marketing for December 2016, which would result in the aggregate total paid to the vendor to be \$21,000 for calendar year 2016.

ATTACHMENTS:

- Legendary Mktg Online Services Agreement (PDF)



Online Marketing Services Agreement

Legendary Marketing proposes to enter into an online Marketing Services Agreement with Client. The Terms and Conditions of this agreement follow:

Client will retain Legendary Marketing as a service provider to design, develop, host and maintain an online marketing solution for the promotion of Client during the Term, in accordance with the conditions set forth in this Agreement.

Legendary shall build upon Client's existing emails and social media lists, develop marketing solutions consisting of website, social media feeds for club and restaurant, Facebook promotions and viral marketing tools, email campaigns, pay-per-click implementation and expertise, staff training portal, dedicated account rep with scheduled bi-weekly calls, 90-day written game plan, and a totally integrated digital marketing strategy.

Client will provide the following:

1. Pictures, Logos, and Text for production of Client's Website

Timing

Legendary Marketing will build and launch Client's website within 30 business days or less upon receiving this authorized agreement, pictures, logos, and other website content from Client.

Implement social media strategy within 10 business days upon receiving this authorized agreement, pictures, and logos content from the Client.

Term

The Agreement shall be for a Term of one (1) month commencing with the launch of Client's Legendary Marketing online marketing services. Unless terminated pursuant hereto, this Agreement shall automatically renew for successive periods of one (1) month, each in accordance with the terms and conditions herein contained or as modified in writing and signed by both parties. Either party shall have the right to terminate this Agreement at the end of each term, by giving written notice to the other, no less than sixty (60) days prior to the end of the respective term.

Client shall have right of use and ownership, consistent with the Client Responsibilities set forth herein, all user data collected by Legendary for the Client, which information shall be considered as propriety to the Client.

This Agreement is binding upon the parties and their respective successors. This Agreement sets forth the entire understanding of the parties and supersedes any prior oral or written agreements or

Client Initials: _____

Provider Initials: _____

understandings. This Agreement may be modified (or any provision waived) only in writing and signed by both parties.

Yes! I want Legendary Marketing to help grow my business by delivering the online marketing service level I have selected below!

One-time set up \$1500

Monthly \$1750 custom website, social media feed, social media feed restaurant, email management, viral marketing promotions, pay-per-click expertise, and exclusive sales, marketing, and industry training video access.

On behalf of the Client, I have read and understand the terms of the level of service selected. I also understand that the Client is bound by the above-referenced Terms and Conditions. Let's get started!

Company: Village of Glen Ellyn (Village Links & Reserve 22)

Address: 535 Duane Street

City: Glen Ellyn State: IL Zip: 60137

Signature: [Signature] Date: 7/9/14

Print Name: Mark Franz Title: Village Manager

Bus. Phone: 708-547-5200 Email: ~~mark.franz@glencity.org~~
mfranz@glencity.org

Monthly invoices will be provided. Payment is due upon receipt of monthly invoices.

Please fax back both pages of the completed enrollment form to 1-877-817-0650

Client Initials: 3

Provider Initials: [Signature]



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

Meeting: 11/14/16 07:00 PM
Department: Finance
Department Head: Christina Coyle
Category: Contract
Prepared By: Christina Coyle

SCHEDULED

AGENDA ITEM (ID # 2507)

DOC ID: 2507

Approve the award a two-year contract to Prescient Development, Inc., of Schaumburg, Illinois, for professional I.T. staffing and consulting services, in the amount of \$78,300, plus a \$12,000 contingency, in an amount not to exceed \$90,300, to be expensed to the General Fund. (Assistant Village Manager Stonitsch)

Background:

For over thirteen years, the Village's I.T. support needs have been managed by one (1) full-time I.T. Manager, along with occasional outside consultants that have been commissioned on an as-needed basis. Over the past two years, the I.T. Division has successfully absorbed the day-to-day I.T. support functions for both the Glen Ellyn Volunteer Fire Company and Village Links/Reserve 22, which has resulted in enhanced service levels, better security of their respective I.T. infrastructure, & improved overall strategic decision-making as it relates to long and short term planning, technology procurement, budgeting, etc.

Beginning in 2016, the Village engaged the services of Prescient Development, Inc. of Schaumburg, Illinois, to provide services to complement our existing I.T. Manager.

Highlights included:

- ☐ On-Site Staffing: One Systems/Server Engineer; 1 day per week (8 hours)
- ☐ 24/7 on call, remote monitoring, and back end engineer support
- ☐ Strategic Planning, Business Needs Development, and Regulatory Compliance Consulting
- ☐ Discounted (and locked in) Consulting Rates from \$150/hr to \$125/hr (as needed) for ad hoc projects.

Issues

The contract approved by the Village Board in 2015 was for a one-year contract. Staff has been pleased with the service provided by this contract and believes that our I.T. operations have been enhanced because of this service. Staff is seeking to renew the services of Prescient Development, Inc. for two additional years.

Contract Term: The proposed contract is a 12 month term, beginning December 4, 2016. The Village would have the option to execute an additional, one-year renewal upon written notice.

Contract Cost: The cost for 2016 is \$38,570.04. If the Village chooses to extend the contract, the contract is subject to increases tied to the Chicagoland Consumer Price Index or three (3) percent, whichever is lower. Staff is therefore also seeking Board approval for the third contract year in 2017 at a not-to-exceed increase of 3%, or \$39,728.

Additional Contract Contingency Request: Staff is requesting an additional \$6,000 per year (total of \$12,000) in contract contingency for any one-time, specialized project or emergency consulting services (i.e. outside the scope of the base contract). Historically, the Village has spent approximately \$2,000/year for this type of ad hoc consulting work, with 2014 experiencing a high of \$7,250. In 2016, to date, the Village has not spent any additional contingency amount for the 2015-16 contract term.

Recommendation:

Staff is requesting Board approval of a two-year contract award to Prescient Development, Inc., Schaumburg, Illinois, for professional I.T. staffing and consulting services, in the amount of \$78,300, plus a \$12,000 contingency, for a total not-to-exceed two-year contract amount of \$90,300.

ATTACHMENTS:

- Village of Glen Ellyn Attachment A 9-27-16 (PDF)

ATTACHMENT A**Attachment to Services Agreement**

In accordance with the Services Agreement (the "Agreement"), signed October 5, 2015 between **Prescient Development, Inc.**, transacting business under the assumed name in Illinois, Prescient Solutions, ("Prescient"), with offices at 1515 Woodfield Rd, Suite 880, Schaumburg, IL 60173 and the **Village of Glen Ellyn**, an Illinois municipality ("Glen Ellyn"), with its principal place of business at 535 Duane St., Glen Ellyn, IL, 60137 this Attachment A is an integral part thereof.

Client Information

During the course of our project relationship, Prescient defined the Client Information. This information includes but is not limited to the number of internal or third party IT resources, hosted or cloud solutions, client locations, systems and infrastructure devices, workstations, and end users currently in the client environment. This information is documented in the Prescient ASM (Account Service Manual) and used to determine the required number and level of Onsite resources, Professional Services, Account Management, Emergency Services, Backend Resources, and Systems Monitoring. Client Information is then combined with the Scope of Work to determine the cost of services.

Prescient and the client will review the Client Information at the Annual Contract Review to perform a re-assessment of resources, changes to the Scope of Work, or addition of new projects. Any such changes may result in increased or decreased costs or the addition of project based services.

Prescient Resources

Prescient will provide the following resources over the term of this Agreement.

- Core Resources - Year 1

<u>Resource Type</u>	<u>Number of Resources</u>
Systems/Server Engineer	.2

.2 = 1 Day per Week On-Site

- Additional Resources – Years 1

<u>Remote Resource Type</u>	<u>Number of Resources</u>
Prescient Backend Core Engineer Support	Incl.
Prescient Strategic Services Professionals	Incl.

- Unless otherwise agreed upon by Prescient and Glen Ellyn, all day to day support is to be accomplished on site Monday through Friday between 7:00am and 6:00pm local time. All additional projects outside the scope of the Agreement and this Attachment A will continue to be bid to Glen Ellyn on a per project basis.

Additional Resource Rate Structure

At the request of Glen Ellyn, Prescient may provide additional resources outside the scope of this Agreement to Glen Ellyn for non-project based short-term tasks. Prescient will provide these tasks to Glen Ellyn based on the following Time and Material rates.

<u>Resource Type</u>	<u>Time and Material Rate</u>
Network Administrator	\$101.50/Hour
Senior Network/Server Engineer	\$126.88/Hour
WAN/Firewall/Security Engineer	\$152.25/Hour
Application Development Engineer	\$105.56/Hour
Senior Application Development Engineer	\$131.95/Hour

Prescient will review long term services and tasks or specific projects and propose them on a per project basis.

Agreement Reviews

Glen Ellyn and Prescient Development will schedule and perform the following Agreement reviews:

- Semi-Annual Task List Review
 - List all Current Tasks and their status
 - Define New Tasks and Priorities
- Annual Contract Review

Agreement Dates and Payment Schedule

The Agreement to perform ongoing services will run over a **twelve (12) month contract period**. Annual cost of services for the first year defined below is **\$38,570.04**. Glen Ellyn shall make payments to Prescient in compliance with the terms of the Illinois Local Government Prompt Payment Act, 50 ILCS 505/1, *et.seq.* (the “Act”), and that any payments not received by Prescient in compliance with the Act shall constitute a default hereof entitling Prescient to terminate this Agreement.

The contract service start date is December 4, 2016 and the Agreement end date is December 3, 2017. Payments for the contract will be paid as follows:

	<u>Total</u>
December 4, 2016	\$ 3,214.17
January 4, 2017	\$ 3,214.17
February 4, 2017	\$ 3,214.17
March 4, 2017	\$ 3,214.17
April 4, 2017	\$ 3,214.17

May 4, 2017	\$ 3,214.17
June 4, 2017	\$ 3,214.17
July 4, 2017	\$ 3,214.17
August 4, 2017	\$ 3,214.17
September 4, 2017	\$ 3,214.17
October 4, 2017	\$ 3,214.17
November 4, 2017	\$ 3,214.17

1st Year - \$ 38,570.04

Years 2 and 3 of the contract, if renewed, will follow a payment schedule similar to that referenced above; provided, however, there shall be an annual increase based on a cost of living adjustment (COLA) CIP-U, Chicago-Gary-Kenosha or up to max of 3%, whichever is lower. However, by agreement of the parties the annual amount may be increased or decreased at the Annual Contract Review based on a reassessment of resources, changing market conditions, cost of living (COLA), or addition of new projects. An Annual Contract Review shall take place on a date that is no less than 90 days prior to the Agreement Anniversary Date. The Agreement Anniversary Date means the anniversary of the Effective Date of this Attachment A.

Glen Ellyn shall have the option to extend the Services Agreement for an additional twelve (12) month period. The additional Services term shall be on the same terms and conditions as the original Services Term. In the event Glen Ellyn elects to exercise its option for the Additional Term, it shall provide written notice to Prescient no less than ninety (90) days before the expiration of the Services Term.

Scope of Work (Changes to Scope of Work will be mutually agreed upon)

Project Details

Project in Scope

The following is considered in-scope.

A. Professional Service

- COO/IT Manager Service Oversight
 - Information sharing of existing clients' technologies and processes
 - Industry Best Practice Oversight
 - Regulatory and Compliance Oversight
 - Business Needs Development
 - Industry Specific Technologies
 - Strategic Planning and Collaboration
 - Regulatory and Compliance Planning
 - Business Needs Development

- Specific to Upcoming Projects or Business initiative
 - Industry Specific Technologies
 - 1-3 Year IT Budgeting Process Oversight
- Account/Project Management
 - Site Engineer Management
 - Emergency/Project Service Remediation Team Management
 - Strategic Planning
 - IT Purchasing/Procurement Management
 - Specifications development
 - Recommendations
 - Developing RFP's/Obtaining Proposals
 - Purchasing
 - IT Support Contract Management – HW/SW
 - IT Vendor Management
 - Project Implementation
 - Definition of new projects
 - Project Task definitions
 - Coordination of additional engineers
 - Status Reporting - Automated Weekly, Quarterly, Monthly, etc. reporting
 - Monthly On-Site Customer Communications
 - Quality/Customer Satisfaction Review
 - Project/Milestone Timeline Management
 - Staffing/Personnel Review
 - Site Engineer Management
 - Personnel/HR Management
 - Schedule Management
 - Communications

B. Run and Maintain Services

- On-Site Systems Engineers Day-to-Day Support
 - Maintenance of Servers
 - Monitor System Resources on each server
 - Monitor Daily Backup Operations on each server

- Monitor and Correct Operating System Errors on each server
- Review, Download and Install Microsoft Service Packs as necessary for each server
- Review, Download and Install Microsoft Security Updates as necessary for each server
- Review, Download and Install Antivirus Updates Daily for each server
- User Administration
 - Add, Change and Delete Users to Corporate Servers
 - Maintain Security and Authentication standards for Server Users
 - Add, Change and Delete File and Share Permissions for Server Users
 - Monitor Security Log for user violations
- Databases Management
 - Oversee Database Maintenance Jobs
 - Move/Adjust SQL Tables
 - Monitor Queries
 - Monitor Database Response Time
- Manage Switches and Internet Routers
 - Monitor Routers and Switch for Performance
 - Maintain Cisco IOS and Configurations
- Manage Firewalls
 - Use SNMP for monitoring of all network utilizations and system uptime. Monitor SNMP Traps
 - Monitor Firewall for Port Attacks, Virus Attacks and questionable activity
 - Modify Firewall configurations as required by system reports
 - Update Firewall IOS Quarterly
- Helpdesk Management
 - Management of Ticketing Database
 - Level 1-3 Helpdesk tasks
- Physical Environment
 - Monitor Environment controls

- Review physical security measures
- On-Site Systems Engineers Administrative Services
 - Implementation and maintenance of automated and reoccurring processes
 - IT HW/SW Inventory Management
 - Level 1 and 2 Helpdesk
 - Status Reporting
 - Time Reporting
 - Implementation of Prescient, Client and Industry Best Practices/Policies

C. Systems Documentation and Knowledge Management

- Account Services Manual
 - Escalation Processes and Contacts
 - Onsite Engineers, Account Relationship Manager, /COO
 - Client escalation priorities
 - Problem Management
 - Service Management
 - Client Services Definitions/Categories
 - Quality of Service Assurance
 - IT Reference Information
 - Diagrams
 - Inventory
 - Defined configurations of all devices (infrastructure, servers, workstations, etc.)
- Status Reporting – Weekly, Monthly, Quarterly, etc.
- Time Reporting – Weekly hours and tasks descriptions
- Helpdesk Management Database
 - Via implementation of a Helpdesk management solution, Prescient will create and manage all helpdesk items and projects providing a complete documentation of all IT services performed
- Annual Reviews

Project Out of Scope

Any item not mentioned in above task list is considered to be out of scope.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the dates set forth below, to be effective as of the date first set forth above.

VILLAGE OF GLEN ELLYN
an Illinois municipality

By: _____

Its: _____

Date: _____

PRESCIENT DEVELOPMENT, INC.
an Illinois corporation

By: _____
James Lagattuta

Its: C.E.O.

Date: _____



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

Meeting: 11/14/16 07:00 PM
Department: Finance
Department Head: Christina Coyle
Category: Ordinance
Prepared By: Christina Coyle

SCHEDULED

ORDINANCE 6453

DOC ID: 2489

Ordinance No. 6453-VC, An Ordinance Adopting the Purchasing Policy for the Village of Glen Ellyn and Amending Certain Provisions of the Glen Ellyn Municipal Code. (Finance Director Coyle)

Background

In July, the Village Board reviewed the latest draft of the purchasing policy at a Board workshop.

Issues

Attached to this item is a redlined and final clean copy of the purchasing policy for the Board's review. There have been no changes to the policy since the July workshop. Attached to this agenda item are the agenda items from the July 2015 and July 2016 workshop sessions.

Also included with this agenda item is an ordinance so that the policy can be incorporated into the Village code where appropriate.

Action Requested

Approve the attached ordinance so that the purchasing policy updates are included within the Village code, where appropriate.

Ordinance No. _____-VC**An Ordinance Adopting the Purchasing Policy for the Village of Glen Ellyn and Amending the Glen Ellyn Municipal Code**

WHEREAS, the Village of Glen Ellyn (the "Village") is an Illinois municipal corporation organized and operating pursuant to authority granted by the Constitution and Laws of the State of Illinois;

WHEREAS, the Village is a home rule unit of government pursuant to Section 6(a), Article VII of the 1970 Illinois Constitution; and

WHEREAS, pursuant to its home rule power, the Village may exercise any power and perform any function relating to its government and affairs; and

WHEREAS, the Village Board deems it in the best interest of the Village to periodically review and modify the Purchasing Policy of the Village; and

WHEREAS, The Village Board has determined that change order provision of the Village Code should be amended in accordance with the updated Purchasing Policy; and

WHEREAS, the Village President and Board of Trustees (the "Corporate Authorities") have reviewed the Purchasing Policy attached hereto and made a part hereof, and wish to pass an ordinance, which will update and improve the Village's Purchasing Policy; and

WHEREAS, Section 1-10-8 of the Village of Glen Ellyn Municipal Code, relating to change orders, provides that any individual change order of less than twenty thousand dollars

(\$20,000.00) to contracts awarded by the Village Board may be approved by the Village Manager or his or her designee, and the Village Board seeks to amend the section to clarify the Village

Manager's authority; and

WHEREAS, the Village Board deems it advised to establish and adopt the updated Purchasing Policy and amend the Village of Glen Ellyn Municipal Code;

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

SECTION 1. RECITALS. The foregoing recitals shall be and are hereby incorporated into and made a part of this Ordinance as if fully set forth in this Section 1.

SECTION 2. ADOPTION OF PURCHASING POLICY. The Purchasing Policy attached to this Ordinance is hereby adopted as the Purchasing Policy of the Village of Glen Ellyn and supersedes any previously adopted Purchasing Policy.

SECTION 3. ENACTMENT. Section 1-10-8: Change Orders: of the Village of Glen Ellyn Municipal Code, shall be and hereby is amended to read as follows:

(A) The Village Manager is authorized to approve any change order to a Village contract which is less than \$10,000. Any change order in excess of \$10,000 shall be submitted to the Village Board as an agenda item for the Board's approval. The Village Manager is also authorized to execute change orders above \$10,000 in instances where the change order falls within a contract contingency authorized by the Village Board.

SECTION 3. RESOLUTION OF CONFLICTS.

All ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 4. SAVING CLAUSE.

If any section, paragraph, clause, or provision of this Ordinance shall be held invalid, the invalidity thereof shall not affect any of the other provisions of this Ordinance, which are hereby

Ordinance 6453

Meeting of November 14, 2016

declared to be separable.

SECTION 5. EFFECTIVE DATE.

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

Passed and Approved as amended this _____ day of _____, 2016.

PASSED this _____ day of _____, 2016.

AYES:

NAYS:

ABSENT:

APPROVED this _____ day of _____, 2016.

Village President

Attest:

Village Clerk

(Published in pamphlet form and posted on the _____ day of _____, 2016)

ATTACHMENTS:

- Memo from July 20 2015 workshop (PDF)
- Memo from July 18 2016 workshop (PDF)
- Purchasing Policy -2016-11-XX CLEAN (PDF)
- Purchasing Policy -2016-11-XX REDLINED (PDF)



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

Meeting: 07/18/16 07:00 PM
Department: Finance
Department Head: Christina Coyle
Category: Policy
Prepared By: Christina Coyle

SCHEDULED

AGENDA ITEM (ID # 2337)

DOC ID: 2337

Finance Director Christina Coyle will lead the review of proposed updates to the Village Purchasing Policy.

Background

The Board last reviewed the proposed updates to the purchasing policy approximately one year ago. The purpose of the discussion at this July workshop is to revisit the proposed revisions to work towards finalizing a revised policy.

Subject

Attached to this item is a redlined version of the policy which includes changes from the 2013 revision. The agenda item from the July 20, 2015, workshop has also been attached for the Board's reference. The following changes have also been made to the policy subsequent to the July 2015 workshop and are included in the redlined version.

Local Preference - A section was added to state that every effort should be made to solicit one of three required quotes from a business located within the Glen Ellyn corporate boundaries.

Change Orders - The authority of the Village Manager to authorize change orders was reduced from \$20,000 to \$10,000 to state, "The Village Manager is authorized to approve any change order to a Village contract which is less than \$10,000. Any change order in excess of \$10,000 must be submitted to the Village Board as an agenda item for consideration."

The following concepts were mentioned by trustees at the July workshop but have not been expressly added to the policy.

Uniform and Boot Allowances - The policy for administration of uniforms and boots is addressed in the Village's Uniform Administrative Order and therefore has not been included in the purchasing policy. Starting in 2016, the Village did begin funding employee work boots as a stipend through payroll rather than paying direct bills through accounts payable.

Evaluation of Vendor Performance - Evaluation of vendor performance is ongoing and occurs for each vendor. However, at this time, the Village does not have a centralized method of tracking vendor performance, such as an e-procurement system.

Preference for Green Suppliers - This was not incorporated into the policy as staff did not discern that there was Board consensus on this item.

Automation of Purchasing Cards - Staff is working towards a more automated process for purchasing card transactions; however, this process is not in place at this time. Staff anticipates this will be done in 2016 or 2017. The purchasing policy will be updated at that time to reflect changes in the process due to automation.

Agenda Item (ID # 2337)

Meeting of July 18, 2016

Next Steps

Based upon the feedback received from the Village Board at the workshop, it may be necessary to update the Village code accordingly. If that step is necessary, those updates will be brought to a future Village Board meeting.

ATTACHMENTS:

- Agenda Item from July 20 2015 workshop (PDF)
- Purchasing Policy Redlined -2016-07-08 (PDF)

ADMINISTRATIVE ORDER NO. #3

Subject: Village Purchasing Policies and Procedures

Applicability

This policy shall apply to the procurement or purchase of goods, supplies, equipment, and services by the Village.

Purpose

The purpose of this policy is to assist in obtaining supplies, equipment and services as economically and efficiently as possible. It is intended to:

1. Simplify and clarify existing purchasing practices and policies;
2. Provide guidance for compliance with applicable purchasing rules;
3. Ensure the fair and equitable treatment of all persons who deal with purchasing activities;
4. Promote increased economy in purchasing activities;
5. Foster broad-based competition within the free enterprise system; and
6. Provide safeguards for the maintenance of a procurement system of quality and integrity.

Policy**A. ETHICAL CONDUCT**

1. Elected officials and employees shall adhere to the Village's Ethics Policy when making all purchasing decisions.
2. Elected officials and employees may not participate directly or indirectly in a purchase when the elected official or employee or any member of his immediate family will benefit. Any attempt by an employee to realize personal gain through public employment by conduct inconsistent with these policies is subject to discipline and/or dismissal.
3. No elected official or employee, either on that person's behalf or on behalf of any other person, shall have any financial or personal interest in any business or transaction with any Board, Commission, Committee or other public body of the Village unless that official or employee makes full public disclosure of the nature and full extent of such interest and disqualifies him or herself from participating

in and acting upon the resolution of the business or transaction.

4. Employees shall adhere to this policy consistent with the philosophy above to ensure cost savings and efficiency. When competitive bidding, employees shall attempt to solicit as many bids as reasonably possible. Employees shall not subdivide any contract or purchase with the intent to circumvent the bidding requirements or approval limits established within this policy.
5. If any portion of this policy is found to be in conflict with any federal, state or local law, the federal, state or local law shall apply. However, if this policy is more restrictive than the federal, state or local law, the policy shall apply.

B. AUTHORITY TO PURCHASE

1. **Up to \$5,000:** Department Directors may approve purchases up to \$5,000. It is the Department Director's responsibility to ensure budgeted funds are available and competitive pricing is obtained prior to purchase. A Department Director may delegate any level of purchasing authority under \$5,000 to other department employees with approval by the Village Manager and Finance Director.
2. **Up to \$20,000:** The Village Manager may approve purchases up to \$20,000. It is the Village Manager's responsibility to ensure budgeted funds are available and competitive pricing is obtained prior to purchase.
 - a. The Village Manager is authorized to approve any change order to a Village contract which is less than \$10,000. Any change order in excess of \$10,000 must be submitted to the Village Board as an agenda item for the Board's consideration. The Village Manager is also authorized to execute change orders above \$10,000 in instances where the change order falls within a contract contingency authorized by the Village Board.
 - b. The Village Manager may authorize disposal of any Village property valued up to \$20,000 in a manner deemed most beneficial to the Village. All items above \$20,000 must be authorized for disposal by the Village Board.
3. **Greater than \$20,000:** Any single purchase or contract with a single vendor over \$20,000 requires Village Board approval. Glen Ellyn Village Code (1-10-1) requires that all contracts for labor, services or work, or for the purchase of personal property, materials, equipment or supplies involving amounts estimated to be in excess of \$20,000 shall be let only by competitive bidding after advertisement for bids to the lowest responsible bidder submitting a bid in conformance with the advertisement. Bi-annually, the Village Manager and

Finance Director will review cumulative spending with the Village's vendors to identify if the scope of products and/or services provided by said vendor to determine if the aggregate purchases should be considered for approval by the Village Board. The Village Manager and Finance Director will base his or her decisions on this administrative order.

4. **Payments greater than \$20,000 not requiring current purchase order or explicit Village Board approval:** Required or routine payments will be made through the normal check issuance procedures, without the need for prior purchase order or explicit Village Board authorization, under the following circumstances:
 - a. *Government or utility payments.* The Village is required to make payments to regulatory agencies or other governments with authority over the Village or Village activity. Examples include, but are not limited to: the State of Illinois, Federal Government, County of DuPage, each in their official or oversight capacity, the Illinois Department of Employment Security (unemployment insurance), the Illinois Municipal Retirement Fund, the Illinois Department of Revenue (sales tax remittances), and utility companies. These payments are not limited to the amount budgeted, but amounts spent over the budget amount will be reported to the Village Board in a timely manner as appropriate.
 - b. *Village Contracts.* The Village Board periodically approves contracts or service agreements that span multiple years, which later require periodic and ongoing payments that exceed \$20,000 individually or in aggregate. Examples include, but are not limited to, DuComm, DuPage Water Commission, Glenbard Wastewater Authority, GIS Consortium legal services, insurance providers, debt service principal and interest, and waste haulers. Payments for these Village Contracts are not limited to the amount budgeted, but amounts spent over the budget amount will be reported to the Village Board in a timely manner as appropriate.
 - c. *Village support of other organizations.* Payments are made to various service providers, such as the Glen Ellyn Volunteer Fire Company, and the Downtown Alliance of Glen Ellyn. For such arrangements, payments for service shall be limited to the original Village Board approval and/or the Village budget for such services.
 - d. *Subdividing or Split Purchases.* Purchases shall not be split or subdivided to avoid a level of review or approval or to avoid competitive selection.
5. **Rule of Three:** In order to ensure competitive pricing, at least three quotes shall be obtained prior to a purchase over \$1,000 whenever practical to do so. If a

purchase of goods or services is recurring and/or ongoing, a quote may be obtained once every three years, so long as the cost remains competitive and there is no significant (i.e. 10%) change to the scope of goods/services. Documentation of quotes should be retained by the purchasing department for three years subsequent to the date of purchase.

- a. *Selection of Lowest Price:* Invoices submitted for payment greater than \$1,000 must include the three quotes obtained. If the lowest price quote is not selected, there must be justification included on why the lowest price was not chosen.
 - b. *Local Preference:* Every effort should be made to solicit one of the three quotes from a business located in the Glen Ellyn corporate boundaries. In evaluating the quotes, costs such as delivery or freight should be considered to arrive at the lowest cost selection.
6. **Transportation and Delivery Charges:** The Department Director shall make every effort to determine any transportation or delivery charges prior to proceeding with a purchase. Transportation charges must be included when determining cost of a purchase.
7. **Maximum Practicable Competition:** All specifications for purchases shall be drafted so as to promote overall economy for the purposes and encourage competition in satisfying the Village's needs, and shall not be unduly restrictive.
8. **Budget:** Careful consideration of the budget must be undertaken when purchasing. It is the Department Manager's responsibility to ensure they are within their budget constraints. If an item would cause the fund to exceed budget, then it should be taken to the Village Board along with a budget amendment.
9. **Contracts:** All contracts must be reviewed and approved by the Village Attorney prior to execution. Contracts under \$5,000 may be signed by a Department Head. Contracts \$5,000 to under \$20,000 may be signed by the Village Manager. Contracts greater than \$20,000 must be approved by the Village Board.

C. COMPETITIVE SEALED BIDDING

An openly publicized competitive process for the procurement of goods, supplies, equipment, services, and construction, is the most effective means of determining the lowest cost from a responsible source and should be utilized whenever possible.

1. **Exceptions to Competitive Bidding:** A purchase or contract over \$20,000 that is by its nature not adapted to award by competitive bidding may be approved by a 2/3rd vote of the Village Board.

Examples of exceptions to competitive bidding are listed below.

- a. *Professional services* requiring individual skill or expertise shall be governed by the policy on professional services in Section D. Such services include, but are not limited to, engineers, financial advisors, search firms, accountants, architects, inspectors, attorneys, and professional consultants.
- b. *Emergency purchases* are purchases obtained in circumstances which include threats to public health or safety, where immediate repairs to Village property are required to protect or prevent against further loss or damage, or where immediate action is needed to prevent or minimize serious disruption to Village services. Emergency purchases shall be authorized if timing is critical. The Village Manager shall report to the Village Board regarding emergency purchases as soon as practicable.
- c. *State or federal contracts* are exempted from the competitive bidding process. The Village may take advantage of the favorable prices obtained under a State contract whenever practical to do so.
- d. *Cooperative purchases*, defined as more than one unit of government purchasing goods and services together by competitive bid.
- e. *Single Source purchases*, defined as material or services that are available from only one vendor but are deemed necessary to Village operations may be exempted from bidding requirements.
- f. *Standardization purchases*, defined as technical nature of certain items or services may result in the standardization of a particular supplier's specifications being necessary or desirable to Village operations. Competitive bidding may be waived if the Village requires compatibility with existing software, machinery or other existing equipment.
- g. *Certain items are purchased by the Village Links/Reserve 22 for resale.* These items are generally offered for resale in the Pro Shop or food/hospitality products. Merchandise items are chosen for their marketability and public demand and cannot be purchased through the formal bidding process. Food and hospitality items may be purchased based on immediate need or demand, product quality, availability

schedule, or other factors deemed necessary to properly run the food and hospitality functions of the Department. The management of the Village Links/Reserve 22 will make every effort to obtain these items at the best possible prices.

1. Procedures for Competitive Bidding

- a. **Invitations for Bids:** An Invitation for Bids shall be issued and shall include a purchase description, and all necessary contractual terms, specifications, and conditions applicable to the purchase.
- b. **Bids for Installation of Equipment:** For all bids for the installation of products and equipment, consideration shall be given to requesting bids for the product or equipment separate from bids for the labor involved in installing the equipment in order to reduce the overall costs.
- c. **Review by Village Attorney:** When practicable, all invitations for bids shall be reviewed and approved by the Village Attorney prior to being issued.
- d. **Public Notice:** Adequate public notice of the Invitation for Bids shall be given at a reasonable time prior to the date set for the opening of bids. It is the policy of the Village to seek as broad an advertisement for bids as is practical under the circumstances. As a minimum, advertisement for bids shall be as follows:
 - a. Notice inviting bids shall be published once in at least one newspaper of general circulation in the village and at least ten (10) days prior to the last day set for the receipt of bid proposals.
 - b. The newspaper notice required herein shall include at least a general description of the work to be performed or the articles to be purchased, shall state where bid proposals forms and detailed specifications may be secured, and shall state the time and place for opening bids.
 - c. Bids and proposals shall, to the extent possible, be solicited from all responsible prospective suppliers who have requested to be notified of purchases of the type being proposed or who are known to the village to do work or provide supplies of the type being sought, by sending those responsible prospective suppliers a copy of the notice to acquaint them with the proposed purchase or sale.
 - d. Bid announcements shall be advertised on the Village website.
- e. **Requirement for Bid Security:** Bid Security will be required for all competitive sealed bidding for construction contracts. Bid security shall be a bond provided by a surety company authorized to do business in the State of Illinois, or a certified check, bank

draft, or cashier check, or other form satisfactory to the Village.

- f. Amount of Bid Security: Bid security amount is to be determined by the requisitioning department and shall be in an amount no less than 5% of the bid and no more than 10% of the bid.
- g. **Bid Opening:** Bids shall be opened publicly by the Finance Director or the Finance Director's designee and in the presence of one or more witnesses at the time and place designated in the Invitation for Bids. The amount of each bid, together with the name of each bidder, shall be recorded, and the record of each bid shall be open to public inspection.
- h. **Bid Evaluation and Acceptance:** Bids shall be unconditionally accepted without alteration or correction, except as addressed in this policy statement. Bids shall be evaluated based on the requirements described in the Invitation for Bids, which may include criteria to determine acceptability such as inspection, testing, quality, workmanship, delivery and suitability for a particular purpose. The Invitation for Bids shall set forth the evaluation criteria to be used. No criteria may be used in bid evaluation that is not set out in the Invitation for Bids. At no time should any information be made available to any prospective bidder which is not available to all prospective bidders.
- i. **Correction or Withdrawal of Bids:** After a bid opening, no changes in bid prices or other provisions of bids prejudicial to the interest of the Village or fair competition shall be permitted. Decisions to permit correction or withdrawal of bids, or to cancel awards or contracts based on bid mistakes prior to approval by the Village Board should be based upon the following criteria:
 - a. A bidder will not be permitted to correct a bid mistake after bid opening that would cause the bidder to have the low bid, unless the mistake is clearly evident from examining the bid document, and is supported by proof that has evidentiary value--for example, extension of unit prices or errors in addition.
 - b. A low bidder will not be permitted to correct a bid for errors in judgment.
 - c. In lieu of bid correction, the Village may permit a low bidder alleging a material mistake of fact to withdraw its bid when there is reasonable proof that a mistake was made and the intended bid cannot be ascertained with reasonable certainty.
 - d. After bid opening, an otherwise low bidder will not be permitted to delete exceptions to the bid conditions which affect price or substantive

obligations.

- e. If the Village suspects a mistake has been made by a bidder, it may request confirmation of a bid.
- j. **Award:** Contracts shall be awarded to the lowest responsible bidder. In determining "lowest responsible bidder", in addition to the price, the Village may consider the following factors:
 - a. The ability, capacity and skill of the bidder to perform the contract or provide the service required;
 - b. Whether the bidder can perform the contract or provide the service promptly, or within the time specified, without delay or interference;
 - c. The character, integrity, reputation, judgment, experience and efficiency of the bidder;
 - d. The quality of performance of previous contracts or services;
 - e. The previous and existing compliance by the bidder with laws and ordinances relating to the contract or service;
 - f. The sufficiency of the financial resources and the ability of the bidder to perform the contract or provide the service;
 - g. The quality, availability and adaptability of the supplies or contractual services to the particular use required by the village;
 - h. The ability of the bidder to provide future maintenance and service for the use of the contract; and
 - i. The number and scope of conditions attached to the bid, if any.
- k. After approval by the Village Board, the award shall be processed with reasonable promptness by written notice to the successful bidder.
- l. **Non-monetary Change Orders:** The Village Manager may execute change orders to extend the length of a construction contract by up to 30 days or other terms and conditions of a contract deemed necessary or in the best interest of the Village.

D. PROFESSIONAL SERVICES

1. All professional services contracts related to Architectural, Engineering, and Land Surveying Services will be governed by the requirements of the Local Government Professional Services Selection Act (50 ILCS 510/1 et seq.). Proposals shall be evaluated based upon the requirements set forth in the request for proposals, which may include qualifications, ability of professional personnel, past record and experience, performance data on file, willingness to meet time and budget requirements, location, workload of the firm, work on similar projects, past performance with the Village, and financial stability. Cost may be considered, but may not alone determine the provider of the professional services. Competitive proposals are required where the total contract is \$20,000 or greater. Where the cost is less than \$20,000, the respective Department Head and the Village Manager shall determine whether such contract will be awarded on the basis of obtaining at least three quotes or on the basis of competitive request for proposals.
2. All requests for proposals for professional services shall contain a request for a proposed Total Fixed Price for the contract work.
3. For professional services **other** than architectural, engineering, and land surveying services, where the cost is less than \$20,000, the respective Department Head and the Village Manager shall determine whether such contract will be awarded on the basis of obtaining at least three quotes or on the basis of competitive request for proposals. For those where the cost is \$20,000 or greater, the contract shall be awarded based upon a competitive request for proposal, unless it is determined that an exception listed in Section C(1) applies. The Village Attorney shall determine if an exception is applicable.

E. RECEIPT

The person signing and approving the invoice for payment must determine that goods or services have been received in good order. By approving the invoice for payment with their signature, the individual is verifying proper receipt of goods or services has occurred.

F. SALES TAX EXEMPTION

The Village is a sales tax exempt organization in the State of Illinois. When making purchases for the Village, all reasonable attempts should be made to make purchases exempt from sales tax, which may require presenting the Village's sales tax exempt certificate and completing forms or other documentation. Village policy is that we do not pay sales tax or reimburse employees for sales tax paid out of pocket. In those unusual situations when sales tax payments are reasonably unavoidable, Department Managers can authorize payment or reimbursement of a nominal amount sales tax.

G. PAYMENT

1. **Checks:** Invoices for payment by check shall be submitted to the Finance Department. Invoices must be coded with the appropriate budget account and signed by the Department Director or valid designee. The invoice must also clearly state the purpose of the purchase. Purchases of food or meals must include a list of the individuals or groups receiving the food or meal. If purchase exceeds \$5,000, the Village Manager must also sign the invoice, except utilities, postage, developer donations, , health insurance and routine refunds. All invoices must describe the Village business purpose for which the goods or services were purchased. Lien waivers from all contractors and subcontractors must be included with invoices for construction contracts and submitted to the Village Attorney before any payment will be authorized.

All invoices will be reviewed by the Accounts Payable Coordinator for proper approval and coding and entered into the accounting system. The Assistant Finance Director will review and approve the invoices and reports for proper approvals and accuracy prior to printing checks.

Checks will be printed every Friday. All invoices to be included in a Friday check run must be submitted to the Finance Department by 5PM the Wednesday before the check run. If the schedule is adjusted, Finance will alert departments as early as practical. Checks will not be sent out until all required signatures and documentation are received by the Finance Department. The Finance Department will distribute checks via U.S. mail. If a vendor wishes to pick up a check, the individual will need to provide identification sufficient to show their affiliation with the vendor, and will be required to sign a log provided by the Finance Department.

2. **Purchasing Cards:** Purchasing cards are issued to improve efficiency and make additional vendors available to provide goods for the Village through internet sales.

- a. Issuance of Purchasing Cards: Employees may be issued a purchasing card upon request by the Department Director and approval by Finance Director and the Village Manager. Each card has a monthly purchase limit based upon the purchasing requirements of the employee. Employees must sign an agreement that they will use the card only for Village related purchases.
- b. Use of Purchasing Cards: Use of a purchasing card does not change the approval structure established in Section B of this policy.

Each employee provided a Purchasing Card is responsible for the security of the card and should not permit its use for means other than those permitted by this policy. If an employee's card is used for egregious or repeated unauthorized purposes or uses, monthly reporting is not made in a timely manner, or it is used outside of the permissions of this policy, the employee's purchasing card may be immediately suspended or revoked, temporarily or permanently. If such action is taken, the employee's supervisor will be advised of the action and reasons for such action.

As with all purchases made on the Village's behalf, goods purchased with a purchasing card are exempt from sales tax. This is indicated on the front of all cards and should be pointed out to the vendor to prevent sales tax from being charged on any purchases made with the card. Depending on the vendor, card holders may still need to present the tax exempt letter or complete other documentation in order to receive the exemption.

The Village's purchasing card shall be used for Village purchases only. Absent approval from the Village Manager or Finance Director, the purchasing cards shall not be used for purchases for other people or organizations, even if the Village is reimbursed for the purchase.

- c. Submission of Purchasing Card Expense Reports: Each month, the Accounts Payable Coordinator will receive a summary of all employee charges. Individual statements will be sent to each card holder for coding and approval. Card holders must review their monthly statement and return it to the Finance Department with their signature and an itemized invoice or receipt for each purchase. Department heads must review and approve the purchasing card statements of their employees. Such information shall be submitted to the Finance Department no later than 3 business days prior to the due date on the statement, unless other arrangements are agreed upon, in advance, with the Finance Department. Each month, the Finance Department will advise card holders of the due date via email, providing at least one week notice. All receipts or invoices must describe the Village business purpose for which the goods or services were purchased. All purchases of food or meals must list the individuals or groups that benefited from the meal.

The Accounts Payable Coordinator will review all card purchases for proper approval, coding and documentation and enter the charges into the accounting system. The Assistant Finance Director will review the invoices and accounting system reports for proper approvals and accuracy. All monthly purchasing card statements will be reviewed and signed off by the Department Director, Finance Director and the Village Manager.

3. **Open Accounts:** To allow for the efficient procurement of routine supplies, the Village has established a limited number of open accounts at local vendors. Only employees authorized by their Department Director may utilize an open account. When available, purchasing cards should be utilized rather than charging an item to an open account. The Department Director is responsible for ensuring all purchases made on an open account are utilized only for Village business purposes.

Use of an open account does not exempt an employee from obtaining quotes for items over \$1,000. If an item is over \$1,000, quotes must still be obtained as required in Section B (4).

Employees must submit receipts for all purchases made on an open account to the Finance Department. Receipts must describe the Village business purpose for which the items were purchased and include the signature of the employee approving the purchase.

4. **Petty Cash:** Petty cash has been established to expedite miscellaneous purchases and paying of small bills which need not be handled through check payment. These funds are to be used by all departments for facilitating purchases and are not to be used for the purpose of circumventing normal purchasing procedures.

Petty cash requests shall be limited to \$50, unless approved by the Finance Director. Any amount above \$50 must be reimbursed via a check request submitted to the Finance Department.

Each petty cash location shall have a designated custodian who is responsible for disbursing and maintaining the petty cash funds.

The petty cash custodian shall ensure that all petty cash disbursements are properly approved and that a record of each disbursement includes the following information:

- a. Description of purchase.

- b. Budget account.
- c. Signature of employee approving disbursement.
- d. Signature of petty cash custodian.
- e. Signature of petty cash recipient.
- f. Original itemized receipt.

As petty cash is depleted, the custodian shall submit a request to replenish petty cash to the Finance Department. The request shall include all the required documentation for disbursements made since the previous request. The AP Fiscal Clerk will review all purchases for proper approval, coding and documentation and enter the charges into the accounting system. The Assistant Finance Director will review the invoices and accounting system reports for proper approvals and accuracy and a check will then be issued to the petty cash custodian. The Finance Department may conduct periodic cash counts and/or audits of petty cash.

5. **Review of Vouchers:**

- 1. Accounts Payable Coordinator: The Accounts Payable Coordinator will review invoices submitted for payment to ensure proper documentation, amount, account coding, and approval.
- 2. Assistant Finance Director: The Assistant Finance Director will perform a detailed review of the vouchers after the Accounts Payable Coordinator to ensure proper documentation, amount, account coding, and approval.
- 3. Finance Director: The Finance Director will receive from the Accounts Payable Coordinator a list of the vouchers for review. The Finance Director shall review the list and pose questions and request documentation as he or she deems necessary.
- 4. Village Attorney: The Village Attorney shall review the vouchers in advance of the board meeting to review items of a legal nature.
- 5. Village Manager: The Accounts Payable Coordinator will provide the Village Manager with a listing of paid invoices for inclusion on a Village Board Agenda. The Village Manager shall review said listing.

6. **Village Board Approval of Vouchers:** All payments will be approved by the Village Board. The Accounts Payable Coordinator will provide the Village Manager's office with a listing of paid invoices for inclusion on a Village Board meeting agenda. The invoice list will also be provided to all Trustees and a Trustee will be designated to review the invoices prior to Village Board payment approval. To ensure prompt payment, checks will be released prior to the Village Board meeting if the purchase has been properly approved and all required signatures and documentation have been received by the Finance Department.

H. MANAGEMENT CONTROLS

1. **Purchase Orders:** Purchase orders will be created for amounts greater than \$20,000, which require board approval prior to purchasing. Purchase orders may be issued for lower dollar amounts if requested by a department. The Accounts Payable Coordinator will create the purchase orders in the accounting system following board approval of a purchase. The purchase order is then sent to the Finance Director for review. A copy of the original purchase order is forwarded to the department making the purchase. The purchase order number must be included on all payment requests.
2. **Inspection and Testing:** The inspection and testing of delivered materials or equipment should occur at the time of delivery. Department Directors are responsible for ensuring that the quantity and quality of the delivered goods are as ordered and that all purchases made within their department are received and utilized solely for Village business. In the case of items for inventory or resale, Department Directors are responsible for maintaining an ongoing inventory record of such items. The Finance Department may review inventory records on a periodic basis and as part of the annual audit process.
3. **Internal Audits:** The Finance Department will conduct periodic audits of purchases. It shall be the responsibility of each Department Director to provide the Finance Department with the necessary information to verify any purchases chosen for an audit.
4. **External Audits:** The Village will engage an external public accounting firm to perform an annual audit of the financial statements. Such an audit will include an assessment of internal controls related to purchasing.
5. **Treasurer's Report:** The Village will produce an annual Treasurer's Report in accordance with State statutes, which includes all payments to vendors for the past year. The report will be reviewed to assess potential areas to increase purchasing efficiencies.
6. **Public Disclosures:** The Village will produce and publish other reports and disclosures related to payments and disbursements, which may be published on the Village website, hard copy available for public inspection or in another manner as required or allowed by law.
7. **Additional Policies:** Village Management will periodically review and revise additional policies related to purchasing including, but not limited to, uniforms, travel, and cell phones. Such policies may be implemented as administrative orders.

Mark Franz, Village Manager

Revision Date

Original order approved December 7, 2011, revised September 16, 2013, and November XX, 2016

ADMINISTRATIVE ORDER NO. #3

Subject: Village Purchasing Policies and Procedures

Applicability

This policy shall apply to the procurement or purchase of goods, supplies, equipment, and services by the Village.

Purpose

The purpose of this policy is to assist in obtaining supplies, equipment and services as economically and efficiently as possible. It is intended to:

1. Simplify and clarify existing purchasing practices and policies;
2. Provide guidance for compliance with applicable purchasing rules;
3. Ensure the fair and equitable treatment of all persons who deal with purchasing activities;
4. Promote increased economy in purchasing activities;
5. Foster broad-based competition within the free enterprise system; and
6. Provide safeguards for the maintenance of a procurement system of quality and integrity.

Policy**A. ETHICAL CONDUCT**

1. Elected officials and employees shall adhere to the Village's Ethics Policy when making all purchasing decisions.
2. Elected officials and employees may not participate directly or indirectly in a purchase when the elected official or employee or any member of his immediate family will benefit. Any attempt by an employee to realize personal gain through public employment by conduct inconsistent with these policies is subject to discipline and/or dismissal.
3. No elected official or employee, either on that person's behalf or on behalf of any other person, shall have any financial or personal interest in any business or transaction with any Board, Commission, Committee or other public body of the Village unless that official or employee makes full public disclosure of the nature and full extent of such interest and disqualifies him or herself from participating

in and acting upon the resolution of the business or transaction.

4. Employees shall adhere to this policy consistent with the philosophy above to ensure cost savings and efficiency. When competitive bidding, employees shall attempt to solicit as many bids as reasonably possible. Employees shall not subdivide any contract or purchase with the intent to circumvent the bidding requirements or approval limits established within this policy.
5. If any portion of this policy is found to be in conflict with any federal, state or local law, the federal, state or local law shall apply. However, if this policy is more restrictive than the federal, state or local law, the policy shall apply.

B. AUTHORITY TO PURCHASE

1. **Up to \$5,000:** Department Directors may approve purchases up to \$5,000. It is the Department Director's responsibility to ensure budgeted funds are available and competitive pricing is obtained prior to purchase. A Department Director may delegate any level of purchasing authority under \$5,000 to other department employees with approval by the Village Manager and Finance Director.
2. **Up to \$20,000:** The Village Manager may approve purchases up to \$20,000. It is the Village Manager's responsibility to ensure budgeted funds are available and competitive pricing is obtained prior to purchase.
 - a. The Village Manager is authorized to approve any change order to a Village contract which is less than ~~\$20,000~~ \$10,000. Any change order in excess of \$10,000 must be submitted to the Village Board as an agenda item for the Board's consideration. The Village Manager is also authorized to execute change orders above \$10,000 in instances where the change order falls within a contract contingency authorized by the Village Board.
 - b. The Village Manager may authorize disposal of any Village property valued up to \$20,000 in a manner deemed most beneficial to the Village. All items above \$20,000 must be authorized for disposal by the Village Board.
3. **Greater than \$20,000:** ~~Purchases over \$20,000 in the aggregate (annually) require Village Board approval. Any single purchase or contract with a single vendor over \$20,000 requires Village Board approval.~~ Purchases over \$20,000 in the aggregate (annually) require Village Board approval. Any single purchase or contract with a single vendor over \$20,000 requires Village Board approval. Glen Ellyn Village Code (1-10-1) requires that all contracts for labor, services or work, or for the purchase of personal property, materials, equipment or supplies involving amounts estimated to be in excess of \$20,000 shall be let only by competitive bidding after advertisement for bids to the lowest responsible bidder submitting a bid in

conformance with the advertisement. ~~Once total spending with a particular vendor approaches \$20,000 in a year, Bi-annually,~~ the Village Manager ~~and Finance Director~~ will review ~~cumulative spending with the Village's vendors to identify if~~ the scope of products and/or services provided by said vendor to determine if the aggregate purchases should be considered for approval by the Village Board. The Village Manager ~~and Finance Director~~ will base his ~~or her~~ decisions on this administrative order.

4. **Payments greater than \$20,000 not requiring current purchase order or explicit Village Board approval:** Required or routine payments will be made through the normal check issuance procedures, without the need for prior purchase order or explicit Village Board authorization, under the following circumstances:

- a. *Government ~~or utility~~ payments.* The Village is required to make payments to regulatory agencies or other governments with authority over the Village or Village activity. Examples include, but are not limited to: the State of Illinois, Federal Government, County of DuPage, each in their official or oversight capacity, the Illinois Department of Employment Security (unemployment insurance), ~~the Illinois Municipal Retirement Fund, and~~ the Illinois Department of Revenue (sales tax remittances), ~~and utility companies.~~ These payments are not limited to the amount budgeted, but amounts spent over the budget amount will be reported to the Village Board in a timely manner as appropriate.
- b. *Village Contracts.* The Village Board periodically approves contracts or service agreements that span multiple years, which later require periodic and ongoing payments that exceed \$20,000 individually or in aggregate. Examples include, but are not limited to, DuComm, DuPage Water Commission, Glenbard Wastewater Authority, ~~GIS Consortium~~ legal services, insurance providers, debt service principal and interest, and waste haulers. Payments for these Village Contracts are not limited to the amount budgeted, but amounts spent over the budget amount will be reported to the Village Board in a timely manner as appropriate.
- c. *Village support of other organizations.* Payments are made to various service providers, such as the Glen Ellyn Volunteer Fire Company, and the Downtown Alliance of Glen Ellyn. For such arrangements, payments for service shall be limited to the original Village Board approval and/or the Village budget for such services.
- ~~e.d.~~ *Subdividing or Split Purchases.* ~~Purchases shall not be split or subdivided to avoid a level of review or approval or to avoid competitive selection.~~

5. **Rule of Three:** In order to ensure competitive pricing, at least three quotes shall be obtained prior to a purchase over \$1,000 whenever practical to do so. If a purchase of goods or services is recurring and/or ongoing, a quote may be obtained once every three years, so long as the cost remains competitive and there is no significant (i.e. 10%) change to the scope of goods/services. Documentation of quotes should be retained by the purchasing department for three years subsequent to the date of purchase.

a. Selection of Lowest Price: Invoices submitted for payment greater than \$1,000 must include the three quotes obtained. If the lowest price quote is not selected, there must be justification included on why the lowest price was not chosen.

a.b. Local Preference: Every effort should be made to solicit one of the three quotes from a business located in the Glen Ellyn corporate boundaries. In evaluating the quotes, costs such as delivery or freight should be considered to arrive at the lowest cost selection.

6. **Transportation and Delivery Charges:** The Department Director shall make every effort to determine any transportation or delivery charges prior to proceeding with a purchase. Transportation charges must be included when determining cost of a purchase.

7. **Maximum Practicable Competition:** All specifications for purchases shall be drafted so as to promote overall economy for the purposes and encourage competition in satisfying the Village's needs, and shall not be unduly restrictive.

8. **Budget:** Careful consideration of the budget must be undertaken when purchasing. It is the Department Manager's responsibility to ensure they are within their budget constraints. If an item would cause the fund to exceed budget, then it should be taken to the Village Board along with a budget amendment.

- 6.9. **Contracts:** All contracts must be reviewed and approved by the Village Attorney prior to execution. Contracts under \$5,000 may be signed by a Department Head. Contracts \$5,000 to under \$20,000 may be signed by the Village Manager. Contracts greater than \$20,000 must be approved by the Village Board.

7. **Exceptions to Competitive Bidding:** A purchase or contract over \$20,000 that is by its nature not adapted to award by competitive bidding may be approved by a 2/3rd vote of the Village Board.

Examples of exceptions to competitive bidding are listed below.

Commented [CC1]: This section was not deleted and was moved below.

- ~~a. Professional services requiring individual skill or expertise shall be excluded from the requirements of competitive bidding. Such services include, but are not limited to, engineers, financial advisors, search firms, accountants, architects, inspectors, attorneys, and professional consultants. Whenever possible, professional services firms will be selected through an RFQ process, pursuant to state law. Firms may be prequalified through a selection process. Whenever possible, the Village will secure proposals from multiple prequalified firms to secure the services that are in the best interest of the Village.~~
- ~~b. Emergency purchases, shall be authorized if timing is critical. The Village Manager shall report to the Village Board regarding emergency purchases as soon as practicable.~~
- ~~c. State or federal contracts are exempted from the competitive bidding process. The Village may take advantage of the favorable prices obtained under a State contract whenever practical to do so.~~
- ~~d. Cooperative purchases, defined as more than one unit of government purchasing goods and services together, is strongly encouraged and may be exempted from the bidding process.~~
- ~~e. Single Source purchases, defined as material or services that are available from only one vendor but are deemed necessary to Village operations may be exempted from bidding requirements.~~
- ~~f. Standardization purchases, defined as technical nature of certain items or services may result in the standardization of a particular supplier's specifications being necessary or desirable to Village operations. Competitive bidding may be waived if the Village requires compatibility with existing software, machinery or other existing equipment.~~
- ~~g. Certain items are purchased by the Village Links for resale. These items are generally offered for resale in the Pro Shop or food/hospitality products. Merchandise items are chosen for their marketability and public demand and cannot be purchased through the formal bidding process. Food and hospitality items may be purchased based on immediate need or demand, product quality, availability schedule, or other factors deemed necessary to properly run the food and hospitality functions of the Department. The management of the Village Links will make every effort to obtain these items at the best possible prices.~~

C. COMPETITIVE SEALED BIDDING

An openly publicized competitive process for the procurement of goods, supplies, equipment, services, and construction, is the most effective means of determining the lowest cost from a responsible source and should be utilized whenever possible.

1. **Exceptions to Competitive Bidding:** A purchase or contract over \$20,000 that is by its nature not adapted to award by competitive bidding may be approved by a 2/3rd vote of the Village Board.

Examples of exceptions to competitive bidding are listed below.

- a. *Professional services* requiring individual skill or expertise shall be governed by the policy on professional services in Section D. Such services include, but are not limited to, engineers, financial advisors, search firms, accountants, architects, inspectors, attorneys, and professional consultants.
- b. *Emergency purchases* are purchases obtained in circumstances which include threats to public health or safety, where immediate repairs to Village property are required to protect or prevent against further loss or damage, or where immediate action is needed to prevent or minimize serious disruption to Village services. Emergency purchases shall be authorized if timing is critical. The Village Manager shall report to the Village Board regarding emergency purchases as soon as practicable.
- c. *State or federal contracts* are exempted from the competitive bidding process. The Village may take advantage of the favorable prices obtained under a State contract whenever practical to do so.
- d. *Cooperative purchases*, defined as more than one unit of government purchasing goods and services together by competitive bid.
- e. *Single Source purchases*, defined as material or services that are available from only one vendor but are deemed necessary to Village operations may be exempted from bidding requirements.
- f. *Standardization purchases*, defined as technical nature of certain items or services may result in the standardization of a particular supplier's specifications being necessary or desirable to Village operations. Competitive bidding may be waived if the Village requires compatibility with existing software, machinery or other existing equipment.
- g. *Certain items are purchased by the Village Links/Reserve 22 for resale.* These items are generally offered for resale in the Pro Shop or food/hospitality products. Merchandise items are chosen for their

marketability and public demand and cannot be purchased through the formal bidding process. Food and hospitality items may be purchased based on immediate need or demand, product quality, availability schedule, or other factors deemed necessary to properly run the food and hospitality functions of the Department. The management of the Village Links/Reserve 22 will make every effort to obtain these items at the best possible prices.

1. Procedures for Competitive Bidding

a. Invitations for Bids: An Invitation for Bids shall be issued and shall include a purchase description, and all necessary contractual terms, specifications, and conditions applicable to the purchase.

b. Bids for Installation of Equipment: For all bids for the installation of products and equipment, consideration shall be given to requesting bids for the product or equipment separate from bids for the labor involved in installing the equipment in order to reduce the overall costs.

a-c. Review by Village Attorney: When practicable, all invitations for bids shall be reviewed and approved by the Village Attorney prior to being issued.

b-d. Public Notice: Adequate public notice of the Invitation for Bids shall be given at a reasonable time prior to the date set for the opening of bids. It is the policy of the Village to seek as broad an advertisement for bids as is practical under the circumstances. As a minimum, advertisement for bids shall be as follows:

- a. Notice inviting bids shall be published once in at least one newspaper of general circulation in the village and at least ten (10) days prior to the last day set for the receipt of bid proposals.
- b. The newspaper notice required herein shall include at least a general description of the work to be performed or the articles to be purchased, shall state where bid proposals forms and detailed specifications may be secured, and shall state the time and place for opening bids.
- c. Bids and proposals shall, to the extent possible, be solicited from all responsible prospective suppliers who have requested to be notified of purchases of the type being proposed or who are known to the village to do work or provide supplies of the type being sought, by sending those responsible prospective suppliers a copy of the notice to acquaint them with the proposed purchase or sale.
- d. Bid announcements shall be advertised on the Village website.

e-e. Requirement for Bid Security: Bid Security will be required for all competitive sealed

bidding for construction contracts. Bid security shall be a bond provided by a surety company authorized to do business in the State of Illinois, or a certified check, bank draft, or cashier check, or other form satisfactory to the Village.

f. Amount of Bid Security: Bid security amount is to be determined by the requisitioning department and shall be in an amount no less than 5% of the bid and no more than 10% of the bid.

~~e.g.~~ **Bid Opening:** Bids shall be opened publicly by the ~~Village Clerk~~Finance Director or the Finance Director's designee and in the presence of one or more witnesses at the time and place designated in the Invitation for Bids. The amount of each bid, together with the name of each bidder, shall be recorded, and the record of each bid shall be open to public inspection.

~~e-h.~~ **Bid Evaluation and Acceptance:** Bids shall be unconditionally accepted without alteration or correction, except as addressed in this policy statement. Bids shall be evaluated based on the requirements described in the Invitation for Bids, which may include criteria to determine acceptability such as inspection, testing, quality, workmanship, delivery and suitability for a particular purpose. The Invitation for Bids shall set forth the evaluation criteria to be used. No criteria may be used in bid evaluation that is not set out in the Invitation for Bids. At no time should any information be made available to any prospective bidder which is not available to all prospective bidders.

~~f-i.~~ **Correction or Withdrawal of Bids:** After a bid opening, no changes in bid prices or other provisions of bids prejudicial to the interest of the Village or fair competition shall be permitted. Decisions to permit correction or withdrawal of bids, or to cancel awards or contracts based on bid mistakes prior to approval by the Village Board should be based upon the following criteria:

a. A bidder ~~should~~will not be permitted to correct a bid mistake after bid opening that would cause the bidder to have the low bid, unless the mistake is clearly evident from examining the bid document, and is supported by proof that has evidentiary value--for example, extension of unit prices or errors in addition.

~~b.~~ A low bidder ~~should~~will not be permitted to correct a bid for errors in judgment.

~~b-c.~~ In lieu of bid correction, the Village ~~should~~may permit a low bidder alleging a material mistake of fact to withdraw its bid when there is reasonable proof that a mistake was made and the intended bid cannot be ascertained with reasonable certainty.

~~e-d.~~ After bid opening, an otherwise low bidder ~~should~~will not be permitted to delete exceptions to the bid conditions which affect price or^f substantive obligations.

~~d-e.~~ A suspected mistake by a bidder requires that the Village request confirmation of a bid. In such an instance, the bidder may correct the bid or withdraw it after acknowledgement that a mistake was made. If the Village suspects a mistake has been made by a bidder, it may request confirmation of a bid.

~~g.i.~~ **Award:** Contracts shall be awarded to the lowest responsible bidder. In determining "lowest responsible bidder", in addition to the price, the ~~V~~village may consider the following factors:

- a. The ability, capacity and skill of the bidder to perform the contract or provide the service required;
- b. Whether the bidder can perform the contract or provide the service promptly, or within the time specified, without delay or interference;
- c. The character, integrity, reputation, judgment, experience and efficiency of the bidder;
- d. The quality of performance of previous contracts or services;
- e. The previous and existing compliance by the bidder with laws and ordinances relating to the contract or service;
- f. The sufficiency of the financial resources and the ability of the bidder to perform the contract or provide the service;
- g. The quality, availability and adaptability of the supplies or contractual services to the particular use required by the village;
- h. The ability of the bidder to provide future maintenance and service for the use of the contract; and
- i. The number and scope of conditions attached to the bid, if any.

~~h.k.~~ After approval by the Village Board, the award shall be processed with reasonable promptness by written notice to the successful bidder.

~~i.l.~~ **Non-monetary Change Orders:** The Village Manager may execute change orders to extend the length of a construction contract by up to 30 days or other terms and conditions of a contract deemed necessary or in the best interest of the Village.

D. PROFESSIONAL SERVICES

1. All professional services contracts related to Architectural, Engineering, and Land Surveying Services will be governed by the requirements of the Local Government Professional Services Selection Act (50 ILCS 510/1 et seq.). Proposals shall be evaluated based upon the requirements set forth in the request for proposals, which may include qualifications, ability of professional personnel, past record and experience, performance data on file, willingness to

meet time and budget requirements, location, workload of the firm, work on similar projects, past performance with the Village, and financial stability. Cost may be considered, but may not alone determine the provider of the professional services. Competitive proposals are required where the total contract is \$20,000 or greater. Where the cost is less than \$20,000, the respective Department Head and the Village Manager shall determine whether such contract will be awarded on the basis of obtaining at least three quotes or on the basis of competitive request for proposals.

2. All requests for proposals for professional services shall contain a request for a proposed Total Fixed Price for the contract work.
3. For professional services **other** than architectural, engineering, and land surveying services, where the cost is less than \$20,000, the respective Department Head and the Village Manager shall determine whether such contract will be awarded on the basis of obtaining at least three quotes or on the basis of competitive request for proposals. For those where the cost is \$20,000 or greater, the contract shall be awarded based upon a competitive request for proposal, unless it is determined that an exception listed in Section C(1) applies. The Village Attorney shall determine if an exception is applicable.

C.E. RECEIPT

The person signing and approving the invoice for payment must determine that goods or services have been received in good order. By approving the invoice for payment with their signature, the individual is verifying proper receipt of goods or services has occurred.

~~D.F.~~ SALES TAX EXEMPTION

The Village is a sales tax exempt organization in the State of Illinois. When making purchases for the Village, all reasonable attempts should be made to make purchases exempt from sales tax, which may require presenting the Village's sales tax exempt certificate and completing forms or other documentation. Village policy is that we do not pay sales tax or reimburse employees for sales tax paid out of pocket. In those unusual situations when sales tax payments are reasonably unavoidable, Department Managers can authorize payment or reimbursement of a nominal amount sales tax.

~~E.G.~~ PAYMENT

1. **Checks:** Invoices for payment by check shall be submitted to the Finance Department. Invoices must be coded with the appropriate budget account and signed by the Department Director or valid designee. The invoice must also clearly state the purpose of the purchase. Purchases of food or meals must include a list of the individuals or groups receiving the food or meal. If purchase exceeds \$5,000, the Village Manager must also sign the invoice, except utilities, postage, ~~impact fees~~developer donations, DCE, SSA revenue, health insurance and routine refunds. All invoices must describe the Village business purpose for which the goods or services were purchased. Lien waivers from all contractors and subcontractors must be included with invoices for construction contracts and submitted to the Village Attorney before any payment will be authorized.

All invoices will be reviewed by the ~~AP Fiscal Clerk~~Accounts Payable Coordinator for proper approval and coding and entered into the accounting system. The Assistant Finance Director will review and approve the invoices and reports for proper approvals and accuracy prior to printing checks.

Checks will be printed every Friday. All invoices to be included in a Friday check run must be submitted to the Finance Department by 5PM the Wednesday before the check run. If the schedule is adjusted, Finance will alert departments as early as practical. Checks will not be sent out until all required signatures and documentation are received by the Finance Department. The Finance Department will distribute checks via U.S. mail. If a vendor wishes to pick up a check, the individual will need to provide identification sufficient to show their affiliation with the vendor, and will be required to sign a log provided by the Finance Department.

2. **Purchasing Cards:** Purchasing cards are issued to improve efficiency and make additional vendors available to provide goods for the Village through internet sales.

a. Issuance of Purchasing Cards: Employees may be issued a purchasing card upon request by the Department Director and approval by Finance Director and the Village Manager. Each card has a monthly purchase limit based upon the purchasing requirements of the employee. Employees must sign an agreement that they will use the card only for Village related purchases.

a.b. Use of Purchasing Cards: Use of a purchasing card does not change the approval structure established in Section ~~EB~~ of this policy.

Each employee provided a Purchasing Card is responsible for the security of the card and should not permit its use for means other than those permitted by this policy. If an employee's card is used for egregious or repeated unauthorized purposes or uses, monthly reporting is not made in a timely manner, or it is used outside of the permissions of this policy, the employee's purchasing card may be immediately suspended or revoked, temporarily or permanently. If such action is taken, the employee's supervisor will be advised of the action and reasons for such action.

As with all purchases made on the Village's behalf, goods purchased with a purchasing card are exempt from sales tax. This is indicated on the front of all cards and should be pointed out to the vendor to prevent sales tax from being charged on any purchases made with the card. Depending on the vendor, card holders may still need to present the tax exempt letter or complete other documentation in order to receive the exemption.

The Village's purchasing card shall be used for Village purchases only. Absent approval from the Village Manager or Finance Director, the purchasing cards shall not be used for purchases for other people or organizations, even if the Village is reimbursed for the purchase.

b.c. Submission of Purchasing Card Expense Reports: Each month, the ~~AP Fiscal Clerk~~ Accounts Payable Coordinator will receive a summary of all employee charges. Individual statements will be sent to each card holder for coding and ~~sign-off~~ approval. Card holders must review their monthly statement and return it to the Finance Department with their signature and an itemized invoice or receipt for each purchase. Department heads must review and approve the purchasing card statements of their employees. Such information shall be submitted to the Finance Department no later than 3 business days prior to the due date on the statement, unless other arrangements are agreed upon, in advance, with the Finance Department. Each month, the Finance Department will advise card holders of the due date via email, providing at least one week notice. All receipts or invoices must describe the Village business purpose for which the goods or services were purchased. All purchases of food or meals must list the individuals or groups that benefited from the meal.

The ~~AP Fiscal Clerk~~Accounts Payable Coordinator will review all card purchases for proper approval, coding and documentation and enter the charges into the accounting system. The Assistant Finance Director will review the invoices and accounting system reports for proper approvals and accuracy. All monthly purchasing card statements will be reviewed and signed off by the Department Director, Finance Director and the Village Manager.

2-3. **Open Accounts:** To allow for the efficient procurement of routine supplies, the Village has established a limited number of open accounts at local vendors. Only employees authorized by their Department Director may utilize an open account. When available, purchasing cards should be utilized rather than charging an item to an open account. The Department Director is responsible for ensuring all purchases made on an open account are utilized only for Village business purposes.

Use of an open account does not exempt an employee from obtaining quotes for items over \$1,000. If an item is over \$1,000, quotes must still be obtained as required in Section B (4).

Employees must submit receipts for all purchases made on an open account to the Finance Department. Receipts must describe the Village business purpose for which the items were purchased and include the signature of the employee approving the purchase.

3-4. **Petty Cash:** Petty cash has been established to expedite miscellaneous purchases and paying of small bills which need not be handled through check payment. These funds are to be used by all departments for facilitating purchases and are not to be used for the purpose of circumventing normal purchasing procedures.

Petty cash requests shall be limited to \$50, unless approved by the Finance Director. Any amount above \$50 must be reimbursed via a check request submitted to the Finance Department.

Each petty cash location shall have a designated custodian who is responsible for disbursing and maintaining the petty cash funds.

The petty cash custodian shall ensure that all petty cash disbursements are properly approved and that a record of each disbursement includes the following information:

- a. Description of purchase.
- b. Budget account.
- c. Signature of employee approving disbursement.
- d. Signature of petty cash custodian.
- e. Signature of petty cash recipient.
- f. Original itemized receipt.

As petty cash is depleted, the custodian shall submit a request to replenish petty cash to the Finance Department. The request shall include all the required

documentation for disbursements made since the previous request. The AP Fiscal Clerk will review all purchases for proper approval, coding and documentation and enter the charges into the accounting system. The Assistant Finance Director will review the invoices and accounting system reports for proper approvals and accuracy and a check will then be issued to the petty cash custodian. The Finance Department may conduct periodic cash counts and/or audits of petty cash.

5. Review of Vouchers:

- a. Accounts Payable Coordinator: The Accounts Payable Coordinator will review invoices submitted for payment to ensure proper documentation, amount, account coding, and approval.
- b. Assistant Finance Director: The Assistant Finance Director will perform a detailed review of the vouchers after the Accounts Payable Coordinator to ensure proper documentation, amount, account coding, and approval.
- c. Finance Director: The Finance Director will receive from the Accounts Payable Coordinator a list of the vouchers for review. The Finance Director shall review the list and pose questions and request documentation as he or she deems necessary.
- d. Village Attorney: The Village Attorney shall review the vouchers in advance of the board meeting to review items of a legal nature.
- e. Village Manager: The Accounts Payable Coordinator will provide the Village Manger with a listing of paid invoices for inclusion on a Village Board Agenda. The Village Manager shall review said listing.

4-6. Village Board Approval of Vouchers: All payments will be approved by the Village Board. The ~~AP Fiscal Clerk~~Accounts Payable Coordinator will provide the Village Manager's office with a listing of paid invoices for inclusion on a Village Board meeting agenda. The invoice list will also be provided to all Trustees and a Trustee will be designated to review the invoices prior to Village Board payment approval. To ensure prompt payment, checks will be released prior to the Village Board meeting if the purchase has been properly approved and all required signatures and documentation have been received by the Finance Department.

F.H. MANAGEMENT CONTROLS

- 1. **Purchase Orders:** Purchase orders will be created for amounts greater than \$20,000, which require board approval prior to purchasing. Purchase orders may be issued for lower dollar amounts if requested by a department. The ~~AP Fiscal Clerk~~Accounts Payable Coordinator will create the purchase orders in the accounting system following board approval of a purchase. The purchase order is then sent to the ~~Assistant~~ Finance Director for review. A copy of the original

purchase order is forwarded to the department making the purchase. The purchase order number must be included on all payment requests.

2. **Inspection and Testing:** The inspection and testing of delivered materials or equipment should occur at the time of delivery. Department Directors are responsible for ensuring that the quantity and quality of the delivered goods are as ordered and that all purchases made within their department are received and utilized solely for Village business. In the case of items for inventory or resale, Department Directors are responsible for maintaining an ongoing inventory record of such items. The Finance Department may review inventory records on a periodic basis and as part of the annual audit process.
3. **Internal Audits:** The Finance Department will conduct periodic audits of purchases. It shall be the responsibility of each Department Director to provide the Finance Department with the necessary information to verify any purchases chosen for an audit.
4. **External Audits:** The Village will engage an external public accounting firm to perform an annual audit of the financial statements. Such an audit will include an assessment of internal controls related to purchasing.
5. **Treasurer's Report:** The Village will produce an annual Treasurer's Report in accordance with State statutes, which includes all payments to vendors for the past year. The report will be reviewed to assess potential areas to increase purchasing efficiencies.
6. **Public Disclosures:** The Village will produce and publish other reports and disclosures related to payments and disbursements, which may be published on the Village website, hard copy available for public inspection or in another manner as required or allowed by law.
7. **Additional Policies:** Village Management will periodically review and revise additional policies related to purchasing including, but not limited to, uniforms, travel, and cell phones. Such policies may be implemented as administrative orders.

Mark Franz, Village Manager

Revision Date

Original order approved December 7, 2011, revised September 16, 2013, and November XX, 2016



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

Meeting: 11/14/16 07:00 PM
Department: Finance
Department Head: Christina Coyle
Category: Report
Prepared By: Christina Coyle

SCHEDULED

AGENDA ITEM (ID # 2496)

DOC ID: 2496

Receive the Police Pension Board's Municipal Compliance Report for the short fiscal year ended December 31, 2015. (Finance Director Coyle)

Background

On an annual basis, the Police Pension Board shall report annually to the Village Board on the condition of the pension fund at the end of its most recently completed fiscal year. The attached report contains information regarding the Police Pension Fund at the end of fiscal year ended December 31, 2015.

Most of the information contained in the attached report has already been transmitted to the Village Board as part of the Village audit for the 2015 fiscal year.

Action Requested

Motion to receive the Police Pension Board's Municipal Compliance Report for the fiscal year ended December 31, 2015.

ATTACHMENTS:

- SIGNED VOGEL Police Municipal Compliance Report - December 31 2015 (PDF)

**VILLAGE OF GLEN ELLYN, ILLINOIS
POLICE PENSION FUND**

**Municipal Compliance Report (40 ILCS 5/3-143, report by pension board)
For the Year Ended December 31, 2015**

The Glen Ellyn Police Pension Board certifies to the Village Board on the condition of the Pension Fund at the end of its most recently completed fiscal year the following information:

1. The total assets of the fund in its custody at the end of the fiscal year and the current market value of those assets:

Total Assets	<u>\$25,811,378</u>
Market Value	<u>\$25,811,378</u>

2. The estimated receipts during the next succeeding fiscal year from deductions from the salaries of police officers and from other sources:

Estimated Receipts - Employee Contributions	<u>\$351,609</u>
Estimated Receipts - All Other Sources	
Investment Earnings	<u>N/A</u>
Municipal Contributions	<u>\$1,504,539</u>

3. The estimated amount required during the next succeeding fiscal year to (a) pay all pensions and other obligations provided in Article 3 of the Illinois Pension Code, and (b) to meet the annual requirements of the fund as provided in Sections 3-125 and 3-127:

(a) Pay all Pensions and Other Obligations	<u>\$1,504,539</u>
(b) Annual Requirement of the Fund as Determined by:	
Illinois Department of Insurance	<u>N/A</u>
Private Actuary - Report Dated May 10, 2016 (Entry Age Normal)	<u>\$1,504,539</u>
Private Actuary - Report Dated May 10, 2016 (PA096-1495)	<u>\$1,462,723</u>

**VILLAGE OF GLEN ELLYN, ILLINOIS
POLICE PENSION FUND**

**Municipal Compliance Report (40 ILCS 5/3-143, report by pension board)
For the Year Ended December 31, 2015**

4. The total net income received from investment of assets along with the assumed investment return and actual investment return received by the fund during its most recently completed fiscal year compared to the total net income, assumed investment return, and actual investment return received during the preceding fiscal year:

	Current Fiscal Year	Preceding Short Fiscal Year
Net Income Received from Investment of Assets	\$(11,813)	\$1,207,294
Assumed Investment Return		
Illinois Department of Insurance - Actuarial Report	N/A	N/A
Private Actuary - Report Dated May 10, 2016	6.75%	7.00%
Actual Investment Return	-0.05%	7.28%

5. The total number of active employees who are financially contributing to the fund:

Number of Active Members	38
--------------------------	----

6. The total amount that was disbursed in benefits during the fiscal year, including the number of and total amount disbursed to (i) annuitants in receipt of a regular retirement pension, (ii) recipients being paid a disability pension, and (iii) survivors and children in receipt of benefits:

	Number of	Total Amount Disbursed
(i) Regular Retirement Pension	25	\$1,436,658
(ii) Disability Pension	3	\$ 130,835
(iii) Survivors and Child Benefits	7	\$ 193,524

7. The funded ratio of the fund:

Illinois Division of Insurance - Actuarial Report	N/A	N/A
Private Actuary - Report Dated May 10, 2016	59.1%	64.8%

**VILLAGE OF GLEN ELLYN, ILLINOIS
POLICE PENSION FUND**

**Municipal Compliance Report (40 ILCS 5/3-143, report by pension board)
For the Year Ended December 31, 2015**

8. The unfunded liability carried by the fund, along with an actuarial explanation of the unfunded liability:

Unfunded Liability:

Illinois Department of Insurance - Actuarial Report

N/A

Private Actuary - Report Dated May 10, 2016

\$18,948,969

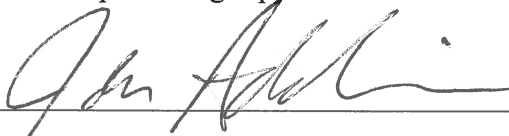
The accrued liability is the actuarial present value of the portion of the projected benefits that has been accrued as of the valuation date based upon the actuarial valuation method and the actuarial assumptions employed in the valuation. The unfunded accrued liability is the excess of the accrued liability over the actuarial value of assets.

9. The investment policy of the Pension Board under the statutory investment restrictions imposed on the fund.

Investment Policy - See Attached

CERTIFICATION OF MUNICIPAL POLICE
PENSION FUND COMPLIANCE REPORT

We, the undersigned Trustees of the Glen Ellyn Police Pension Fund, based upon information and belief, and to the best of our knowledge, certify pursuant to §5/3-134 of the Illinois Pension Code, that the preceding report is true and accurate.



President



Secretary

Dated:

10/21/2016



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

Meeting: 11/14/16 07:00 PM
Department: Police
Department Head: Phil Norton
Category: Budget
Prepared By: William Holmer

SCHEDULED

AGENDA ITEM (ID # 2495)

DOC ID: 2495

Approve the purchase of a 2017 Dodge Durango Special Service Vehicle from Napleton Fleet Group, of Westmont, Illinois, in the amount of \$26,767, along with costs to equip the vehicle up to \$5,000, to be expensed to the Federal Drug Forfeiture Fund. (Chief Norton)

BACKGROUND

The Police Department assigned an officer to the Drug Enforcement Administration (DEA) Task Force approximately four years ago. Approximately two years ago we expanded the program and purchased (with forfeiture funds) a canine trained in narcotics detection and assigned the canine to our DEA Task Force Officer. This task force is responsible for narcotics and currency seizures through investigations and interdiction efforts. Currently, our officer uses a vehicle provided by our Department. At the time of assignment, we provided a car that was currently in the fleet.

ISSUE

The vehicle, a 2008 Ford Escape, is beyond its useful life and currently has 98,000 miles. Additionally, this vehicle was never properly set up to transport the canine and it does not meet the needs of the Department. At the time we implemented the canine program, we decided to evaluate the needs and success of the program instead of immediately purchasing a car. The program has been successful and it is time to replace the car with one that is properly equipped.

Police staff has collaborated with Equipment Services Superintendent Frank Frasco to identify the appropriate vehicle and seek quotes for the purchase. Staff received the following quotes for a 2017 Dodge Durango from three (3) dealerships including Wright Automotive who was awarded government purchasing contracts for this vehicle. As you can see, Napleton Fleet Group provided the lowest quote.

Dealership	Cost
Wright Automotive	\$28,625
Thomas Dodge Chrysler Jeep	\$26,882
Napleton Fleet Group	\$26,767

Additionally, staff anticipates spending up to \$5,000 for emergency and canine related equipment.

ACTION REQUESTED

Staff is requesting Board approval to purchase a 2017 Dodge Durango Special Service Vehicle from Napleton Fleet Group in Westmont, Illinois, in the amount of \$26,767. This amount, along with the costs to equip the vehicle (up to \$5,000.00) will be expensed to the Federal Drug Forfeiture Fund.



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

Meeting: 11/14/16 07:00 PM
Department: Finance
Department Head: Christina Coyle
Category: Public Hearing
Prepared By: Christina Coyle

SCHEDULED

AGENDA ITEM (ID # 2519)

DOC ID: 2519

Public Hearing to receive comment on the proposed annual budget for the Village of Glen Ellyn in the net amount of \$67,568,400 for the fiscal year beginning January 1, 2017.

Background

The proposed budget for Calendar Year 2017 was published on October 3, 2016. The budget was posted on the Village's website at www.glenellyn.org <<http://www.glenellyn.org>> and hard copies were made available for public viewing at the Civic Center and the Glen Ellyn Public Library. Budget workshops, which were open to the public, were held on October 13, 17, 24 and November 7.

Issues

This current proposed budget incorporates updates from the original draft budget through the November 7, 2016, Village Board workshop. Attached to this memo is a summary of the budgeted revenues and expenditures/expenses by fund for Fiscal Year 2017 and also a summary of changes to the budget from the original budget published October 3 through the November 7 budget workshop.

ATTACHMENTS:

- Summaries of the 2017 Budget (PDF)
- Budget Changes to Date 2016-11-8 (PDF)

**VILLAGE OF GLEN ELLYN
ALL FUNDS BUDGET SUMMARY
FY 2017**

	2016 ORIG BUDGET	2016 REV BUDGET	2016 PROJECTION	2017 BUDGET	2017 % CHG 2016 ORG BUD
TAXES	\$ 20,756,570	\$ 20,756,570	\$ 20,782,420	\$ 21,094,946	1.6%
LICENSES & PERMITS	1,296,950	1,296,950	1,209,150	1,302,150	0.4%
INTERGOVERNMENTAL	1,723,978	1,723,978	1,966,978	3,175,229	84.2%
CHARGES FOR SERVICES	24,052,422	24,052,422	23,672,772	24,742,647	2.9%
FEES & FINES	525,000	525,000	515,000	515,000	-1.9%
INVESTMENT INCOME	1,454,435	1,454,435	2,141,785	1,891,050	30.0%
MISC REVENUE	498,800	498,800	572,032	1,782,600	257.4%
TRANSFERS IN (IFTS)	<u>7,257,432</u>	<u>7,857,432</u>	<u>7,787,372</u>	<u>8,151,494</u>	12.3%
TOTAL REVENUES	\$ 57,565,587	\$ 58,165,587	\$ 58,647,509	\$ 62,655,116	8.8%
PERSONNEL SERVICES	\$ 13,411,264	\$ 13,411,264	\$ 12,959,797	\$ 13,569,232	1.2%
CONTRACTUAL SERVICES	16,726,001	16,726,001	15,661,652	17,037,565	1.9%
COMMODITIES	6,797,043	6,797,043	6,198,562	6,355,619	-6.5%
CAPITAL OUTLAY	24,643,971	24,994,491	11,679,622	28,380,686	15.2%
DEBT SERVICE	2,221,830	2,221,830	2,221,830	2,225,298	0.2%
TRANSFERS OUT (IFTS)	<u>7,257,432</u>	<u>7,857,432</u>	<u>7,787,372</u>	<u>8,151,494</u>	12.3%
TOTAL EXPENDITURES	\$ 71,057,541	\$ 72,008,061	\$ 56,508,835	\$ 75,719,894	6.6%
CHANGE IN FUND BALANCE	\$ (13,491,954)	\$ (13,842,474)	\$ 2,138,674	\$ (13,064,778)	

VILLAGE OF GLEN ELLYN
SUMMARY OF REVENUES BY SOURCE - ALL FUNDS
FY 2017

Fund No.	Fund Description	Taxes	Licenses and Permits	Inter- Government Revenues	Charges for Services	Fines & Forfeits	Investment Income	Misc. Revenues	Transfers	FY2017 Draft Budget Total	FY2016 Rev. Budget Total	FY2016 Est. Actual Total	FY2015 Actual Total
100	General	13,318,246	1,302,150	11,150	961,872	515,000	30,000	358,000	1,420,650	17,917,068	17,274,818	17,480,368	17,337,8
300	Debt Service	-	-	508,108	-	-	200	-	954,044	1,462,352	1,467,360	1,466,960	515,3
210	Motor Fuel Tax	-	-	719,000	-	-	2,200	6,000	-	727,200	667,175	706,150	676,8
240	Fire Services	1,021,400	-	-	-	-	700	-	-	1,022,100	953,650	960,100	1,456,1
250	Central Business District TIF	131,800	-	-	-	-	150	-	-	131,950	93,510	128,140	85,2
260	Roosevelt Road TIF	24,780	-	-	-	-	-	-	-	24,780	7,200	23,600	6,9
Total Special Revenue Funds		1,177,980	-	719,000	-	-	3,050	6,000	-	1,906,030	1,721,535	1,817,990	2,225,2
200	Corporate Reserve	-	-	-	-	-	100	500,000	41,500	541,600	41,500	41,560	63,3
400	Capital Projects	6,501,720	-	1,936,971	-	-	60,000	753,000	400,000	9,651,691	7,028,524	7,368,256	20,058,4
450	Facilities Maintenance Reserve	-	-	-	-	-	2,500	-	250,000	252,500	447,500	446,690	151,4
Total Capital Projects Funds		6,501,720	-	1,936,971	-	-	62,600	1,253,000	691,500	10,445,791	7,517,524	7,856,506	20,273,2
500	Water & Sewer	97,000	-	-	14,788,900	-	30,000	23,600	-	14,939,500	14,597,150	14,186,800	14,148,6
530	Parking	-	-	-	376,500	-	3,500	1,300	-	381,300	364,800	380,800	389,6
540	Residential Solid Waste	-	-	-	1,667,400	-	1,200	1,000	-	1,669,600	1,601,500	1,649,845	1,618,5
550	Village Links / Reserve 22	-	-	-	5,376,500	-	4,000	92,000	-	5,472,500	5,586,600	5,271,400	5,280,3
Total Enterprise Funds		97,000	-	-	22,209,300	-	38,700	117,900	-	22,462,900	22,150,050	21,488,845	21,437,160
600	Insurance	-	-	-	1,173,575	-	3,500	27,700	2,041,000	3,245,775	3,006,500	2,922,240	2,804,235
650	Equipment Services	-	-	-	57,900	-	5,000	20,000	1,431,300	1,514,200	1,583,700	1,578,600	1,730,102
Total Internal Service Funds		-	-	-	1,231,475	-	8,500	47,700	3,472,300	4,759,975	4,590,200	4,500,840	4,534,337
900	Police Pension	-	-	-	340,000	-	1,748,000	-	1,613,000	3,701,000	3,444,200	4,036,000	1,540,261
ALL FUNDS		21,094,946	1,302,150	3,175,229	24,742,647	515,000	1,891,050	1,782,600	8,151,494	62,655,116	58,165,687	58,647,509	67,863,412
LESS INTERFUND TRANSFERS									(8,151,494)	(8,151,494)	(7,857,432)	(7,787,372)	(6,047,332)
ALL FUNDS, LESS INTERFUND TRANSFERS		21,094,946	1,302,150	3,175,229	24,742,647	515,000	1,891,050	1,782,600	-	54,503,622	57,994,615	58,545,752	69,661,819

VILLAGE OF GLEN ELLYN
SUMMARY OF EXPENDITURES BY FUNCTION - ALL FUNDS
FY 2017

Fund No. Fund Description	Personnel Services	Contractual Services	Commodities	Capital Outlay	Debt Service	Transfers	FY2017 Draft Budget Total	FY2016 Rev. Budget Total	FY2016 Est. Actual Total	FY2015 Actual Total
100 General	9,642,023	3,382,348	234,524	192,000	-	4,751,000	18,201,895	18,198,370	17,515,154	16,104,869
300 Debt Service	-	350	-	-	1,462,152	-	1,462,502	1,467,210	1,467,210	515,326
210 Motor Fuel Tax	-	150,000	131,000	200,000	-	400,000	881,000	1,195,149	692,500	864,384
240 Fire Services	48,500	567,550	100	1,000,000	-	82,100	1,698,250	658,410	835,310	1,448,266
250 Central Business District TIF	-	129,340	-	-	-	-	129,340	129,330	121,830	1,493
260 Roosevelt Road TIF	-	27,000	-	-	-	-	27,000	2,000	1,000	350
Total Special Revenue Funds	48,500	873,890	131,100	1,200,000	-	482,100	2,735,590	1,984,889	1,650,640	2,314,493
200 Corporate Reserve	-	19,000	-	22,000	-	-	41,000	10,000	50,000	198,140
400 Capital Projects	-	512,000	-	19,362,541	-	1,224,644	21,099,185	21,470,528	8,364,627	7,375,332
450 Facilities Maintenance Reserve	-	-	-	834,600	-	-	834,600	534,490	332,500	463,878
Total Capital Projects Funds	-	531,000	-	20,219,141	-	1,224,644	21,974,785	22,015,018	8,747,127	8,037,350
500 Water & Sewer	1,239,000	4,583,950	4,261,850	5,881,500	108,000	1,053,300	17,127,600	17,971,396	13,531,152	12,684,702
530 Parking	-	80,060	3,800	339,000	-	143,350	566,210	600,881	334,800	201,248
540 Residential Solid Waste	-	1,440,495	-	15,500	-	90,000	1,545,995	1,545,702	1,497,035	1,517,148
550 Village Links / Reserve 22	2,289,109	526,837	1,375,785	278,000	655,146	314,500	5,439,377	5,425,188	5,234,783	5,006,663
Total Enterprise Funds	3,528,109	6,631,342	5,641,435	6,514,000	763,146	1,601,150	24,679,182	25,543,167	20,597,770	19,409,761
600 Insurance	-	3,248,950	-	-	-	-	3,248,950	2,988,400	2,969,510	2,813,325
650 Equipment Services	350,600	135,785	348,560	255,545	-	92,600	1,183,090	1,767,556	1,533,025	1,004,827
Total Internal Service Funds	350,600	3,384,735	348,560	255,545	-	92,600	4,432,040	4,755,956	4,502,535	3,818,152
900 Police Pension	-	2,233,900	-	-	-	-	2,233,900	1,995,575	2,053,399	1,831,489
ALL FUNDS	13,569,232	17,037,565	6,355,619	28,380,686	2,225,298	8,151,494	75,719,894	75,960,185	56,533,835	52,031,440
LESS INTERFUND TRANSFERS						(8,151,494)	(8,151,494)	(7,857,432)	(7,787,372)	(6,047,332)
ALL FUNDS, LESS INTERFUND TRANSFERS	13,569,232	17,037,565	6,355,619	28,380,686	2,225,298	-	67,568,400	68,102,753	48,746,463	45,984,108

VILLAGE OF GLEN ELLYN
SCHEDULE OF PROJECTED CHANGES IN FUND BALANCE / NET POSITION

Fund No. Fund Description	Audited Fund Balance/ Net Position 12/31/2015	Estimated Revenues FY 2016	Estimated Expenditures FY2016	Change in Fund Balance / Net Position FY 2016	Preliminary Fund Balance / Net Position 12/31/2016
100 General	10,500,280	17,480,368	17,515,154	(34,786)	10,465,494
300 Debt Service	42,042	1,466,960	1,467,210	(250)	41,792
210 Motor Fuel Tax	616,249	706,150	692,500	13,650	629,899
240 Fire Services	1,061,476	960,100	835,310	124,790	1,186,266
250 Central Business District TIF	172,451	128,140	121,830	6,310	178,761
260 Roosevelt Road TIF	(41,678)	23,600	1,000	22,600	(19,078)
Total Special Revenue Funds	1,808,498	1,817,990	1,650,640	167,350	1,975,848
200 Corporate Reserve	147,800	41,560	50,000	(8,440)	139,360
400 Capital Projects	17,713,777	7,368,256	8,364,627	(996,371)	16,717,406
450 Facilities Maintenance Reserve	607,465	446,690	332,500	114,190	721,655
Total Capital Projects Funds	18,469,042	7,856,506	8,747,127	(890,621)	17,578,421
500 Water & Sewer	67,017,045	14,186,800	13,531,152	655,648	67,672,693
530 Parking	2,625,885	380,800	334,800	46,000	2,671,885
540 Residential Solid Waste	473,213	1,649,845	1,497,035	152,810	626,023
550 Village Links / Reserve 22	20,326,798	5,271,400	5,234,783	36,617	20,363,415
Total Enterprise Funds	90,442,941	21,488,845	20,597,770	891,075	91,334,016
600 Insurance	2,098,284	2,922,240	2,969,510	(47,270)	2,051,014
650 Equipment Services	5,762,717	1,578,600	1,533,025	45,575	5,808,292
Total Internal Service Funds	7,861,001	4,500,840	4,502,535	(1,695)	7,859,306
900 Police Pension	25,811,377	4,036,000	2,053,399	1,982,601	27,793,978
ALL FUNDS	154,935,181	58,647,509	56,533,835	2,113,674	157,048,855

Fund No. Fund Description	Preliminary Fund Balance/ Net Position 12/31/2016	Estimated Revenues FY 2017	Estimated Expenditures FY 2017	Change in Fund Balance / Net Position FY 2017	Preliminary Fund Balance / Net Position 12/31/2017
100 General	10,465,494	17,917,068	18,201,895	(284,827)	10,180,667
300 Debt Service	41,792	1,462,352	1,462,502	(150)	41,642
210 Motor Fuel Tax	629,899	727,200	881,000	(153,800)	476,099
240 Fire Services	1,186,266	1,022,100	1,698,250	(676,150)	510,116
250 Central Business District TIF	178,761	131,950	129,340	2,610	181,371
260 Roosevelt Road TIF	(19,078)	24,780	27,000	(2,220)	(21,298)
Total Special Revenue Funds	1,975,848	1,906,030	2,735,590	(829,560)	1,146,288
200 Corporate Reserve	139,360	541,600	41,000	500,600	639,960
400 Capital Projects	16,717,406	9,651,691	21,099,185	(11,447,494)	5,269,912
450 Facilities Maintenance Reserve	721,655	252,500	834,600	(582,100)	139,555
Total Capital Projects Funds	17,578,421	10,445,791	21,974,785	(11,528,994)	6,049,427
500 Water & Sewer	67,672,693	14,939,500	17,127,600	(2,188,100)	65,484,593
530 Parking	2,671,885	381,300	566,210	(184,910)	2,486,975
540 Residential Solid Waste	626,023	1,669,600	1,545,995	123,605	749,628
550 Village Links / Reserve 22	20,363,415	5,472,500	5,439,377	33,123	20,396,538
Total Enterprise Funds	91,334,016	22,462,900	24,679,182	(2,216,282)	89,117,734
600 Insurance	2,051,014	3,245,775	3,248,950	(3,175)	2,047,839
650 Equipment Services	5,808,292	1,514,200	1,183,090	331,110	6,139,402
Total Internal Service Funds	7,859,306	4,759,975	4,432,040	327,935	8,187,241
900 Police Pension	27,793,978	3,701,000	2,233,900	1,467,100	29,261,078
ALL FUNDS	157,048,855	62,655,116	75,719,894	(13,064,778)	143,984,077

VILLAGE OF GLEN ELLYN
CHANGES TO THE 2017 DRAFT BUDGET
AS OF NOVEMBER 8, 2016

FUND	ORG	OBJ	PROJECT	DESCRIPTION	REASON	ORIGINAL DRAFT BUDGET	REVISED DRAFT BUDGET	CHANGE
FACILITIES RESERVE	45000	521055	00804	PROFESSIONAL SERVICES - OTHER	ITEM WAS DOUBLE BUDGETED	30,000.00	-	(30,000.00)
FACILITIES RESERVE	45000	570125		FIRE STATION	COST REVISION	178,900.00	159,200.00	(19,700.00)
FACILITIES RESERVE	45000	570105	00805	CC NORTH RETAINING WALL	ITEM WAS DOUBLE BUDGETED	15,000.00	-	(15,000.00)
FACILITIES RESERVE	45000	570105	00804	CIVIC CENTER EXTERIOR PAINT	ITEM WAS DOUBLE BUDGETED	10,000.00	-	(10,000.00)
FACILITIES RESERVE FUND TOTAL						233,900.00	159,200.00	(74,700.00)
CHANGE IN FUND BALANCE BEFORE CHANGES								(656,800.00)
CHANGE IN FUND BALANCE AFTER CHANGES								(582,100.00)
GENERAL FUND	121300	510120		SALARIES - NON PENSIONABLE	REMOVE 1 PT MAINTENANCE WORKER	131,500.00	108,900.00	(22,600.00)
GENERAL FUND	121200	510100		SALARIES - PENSIONABLE	LOWER STARTING PAY OF ADM ASST	469,100.00	457,100.00	(12,000.00)
GENERAL FUND	121700	520702		LEGAL - HEARING OFFICER	ADD TO LEGAL BUDGET	-	2,000.00	2,000.00
GENERAL FUND	121200	521055		PROFESSIONAL SERVICES - OTHER	ADD WEBSITE DESIGN (HALF IN 2017; HALF WILL BE IN 2018)	6,410.00	26,410.00	20,000.00
GENERAL FUND	122100	521055		PROFESSIONAL SERVICES - OTHER	OPEB VALUATION REQUIRED FOR AUDIT	-	4,500.00	4,500.00
GENERAL FUND	1000	410100		PROPERTY TAX	REMOVE CPI INCREASE TO LEVY	7,001,197.00	6,953,071.00	48,126.00
GENERAL FUND	1000	490850		OPERATING TFR - PROP TAX	REMOVE CPI INCREASE TO LEVY	(3,612,553.00)	(3,587,720.00)	(24,833.00)
GENERAL FUND	VARIOUS			VARIOUS	CUMULATIVE EFFECT OF LOWERING SALARY INCREASE TO 2.75	9,103,566.00	9,076,023.00	(27,543.00)
GENERAL FUND TOTAL						13,099,220.00	13,040,284.00	(12,350.00)
CHANGE IN FUND BALANCE BEFORE CHANGES								(297,177.00)
CHANGE IN FUND BALANCE AFTER CHANGES								(284,827.00)
FIRE SERVICES FUND	2400	410118		PROPERTY TAX - SSA 18 - N. FIRE	REVISE LEVY PER FINAL CALC	184,000.00	133,100.00	50,900.00
FIRE SERVICES FUND	2400	410119		PROPERTY TAX - SSA 19 - S. FIRE	REVISE LEVY PER FINAL CALC	117,900.00	85,300.00	32,600.00
FIRE SERVICES FUND TOTAL						301,900.00	218,400.00	83,500.00
CHANGE IN FUND BALANCE BEFORE CHANGES								(592,650.00)
CHANGE IN FUND BALANCE AFTER CHANGES								(676,150.00)
CAPITAL PROJECTS FUN	4000	410100		PROPERTY TAX	REMOVE CPI INCREASE TO LEVY	3,612,553.00	3,587,720.00	24,833.00
CAPITAL PROJECTS FUND TOTAL						3,612,553.00	3,587,720.00	24,833.00
CHANGE IN FUND BALANCE BEFORE CHANGES								(11,422,661.00)
CHANGE IN FUND BALANCE AFTER CHANGES								(11,447,494.00)
INSURANCE FUND	60000	521055		PROFESSIONAL SERVICES - OTHER	ADD LIABILITY INSURANCE ANALYSIS	-	5,000.00	5,000.00
CHANGE IN NET POSITION BEFORE CHANGES								1,825.00
CHANGE IN NET POSITION AFTER CHANGES								(3,175.00)

MFT	21000	530215	OPERATING SUPPLIES, SALT	REDUCE SALT DUE TO DEFERMENT OF SALT DOME	<u>227,000.00</u>	<u>131,000.00</u>	<u>(96,000.00)</u>
			CHANGE IN FUND BALANCE BEFORE CHANGES				(249,800.00)
			CHANGE IN FUND BALANCE AFTER CHANGES				(153,800.00)
CBD TIF	25000	521055	PROFESSIONAL SERVICES	REMOVE WAYFINDING SIGNS	<u>50,000.00</u>	<u>-</u>	<u>(50,000.00)</u>
			CHANGE IN FUND BALANCE BEFORE CHANGES				(47,390.00)
			CHANGE IN FUND BALANCE AFTER CHANGES				2,610.00
WATER & SEWER	50200	521130	PAYMENT TO GWA	REDUCED TO MATCH CURRENT GWA DRAFT BUDGET	<u>3,558,000.00</u>	<u>3,510,270.00</u>	<u>(47,730.00)</u>
WATER & SEWER	VARIOUS	VARIOUS	VARIOUS	CUMULATIVE EFFECT OF LOWERING SALARY INCREASE TO 2.75	<u>1,240,400.00</u>	<u>1,239,000.00</u>	<u>(1,400.00)</u>
			WATER & SEWER FUND TOTAL		4,798,400.00	4,749,270.00	(49,130.00)
			CHANGE IN NET POSITION BEFORE CHANGES				(2,237,230.00)
			CHANGE IN NET POSITION AFTER CHANGES				(2,188,100.00)
PARKING	53000	580100	CAPITAL OUTLAY	REPAIR TO ST. PET / MAIN STREET LOT WALL	<u>-</u>	<u>85,000.00</u>	<u>85,000.00</u>
			CHANGE IN NET POSITION BEFORE CHANGES				(99,910.00)
			CHANGE IN NET POSITION AFTER CHANGES				(184,910.00)
EQ SERVICES	VARIOUS	VARIOUS	VARIOUS	CUMULATIVE EFFECT OF LOWERING SALARY INCREASE TO 2.75	<u>354,375.00</u>	<u>350,600.00</u>	<u>(3,775.00)</u>
			CHANGE IN NET POSITION BEFORE CHANGES				327,335.00
			CHANGE IN NET POSITION AFTER CHANGES				331,110.00
GRAND TOTAL BUDGET CHANGES					<u>\$ (87,622.00)</u>		



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

Meeting: 11/14/16 07:00 PM
Department: Finance
Department Head: Christina Coyle
Category: Budget
Prepared By: Christina Coyle

SCHEDULED

ORDINANCE (ID # 2515)

DOC ID: 2515

Motion to approve on first reading an Ordinance adopting the annual Village of Glen Ellyn expenditure budget in the net amount of \$67,568,400, including the compensation plan, for the fiscal year beginning January 1, 2017 and ending December 31, 2017.

Background

Following the public hearing for the fiscal 2017 budget, the Village Board will hold the first reading of the budget adoption ordinance. The information presented tonight incorporates updates from the initial draft through the November 7, 2016, budget workshop.

Ordinance No. _____

**An Ordinance Adopting the Annual Village of Glen Ellyn Expenditure Budget
in the Net Amount of \$67,568,400 including the
Compensation Plan for the 2017 Fiscal Year
Beginning January 1, 2017, and Ending December 31, 2017**

Whereas, Village staff has prepared and presented to the President and Board of Trustees of the Village of Glen Ellyn a proposed budget for fiscal year 2017 beginning January 1, 2017, and ending December 31, 2017; and

Whereas, following due and proper publication of public notice in The Glen Ellyn Suburban Life on November 3, 2016, a public hearing was held on November 14, 2016, to consider the proposed annual budget for the 2017 fiscal year; and

Whereas, the President and Board of Trustees of the Village of Glen Ellyn deem it in the best interest of the Village to adopt the budget proposed by the Budget Officer, as revised at the direction of the Village Board of Trustees;

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

Section One: The annual expenditure Budget for the 2017 fiscal year, beginning January 1, 2017, and ending December 31, 2017, for the Village of Glen Ellyn, is in the gross amount of Seventy-Five Million Seven Hundred Nineteen Thousand Eight Hundred Ninety Four Dollars, (\$75,719,894); net budget exclusive of interfund transfers: Sixty Seven Million Five Hundred Sixty Eight Thousand Four Hundred Dollars, (\$67,568,400) as set forth in Exhibit "A," referenced herein as though it were attached hereto, and as summarized in Exhibit "B" attached hereto and made a part hereof, is hereby adopted and authorized.

Section Two: The compensation plan for the Village of Glen Ellyn, a part of the budget for the 2017 fiscal year as set forth in Exhibit "C" attached hereto and made a part hereof, is hereby adopted, approved, and authorized.

Section Three: The President and Board of Trustees hereby delegate to the Village Manager, or in his absence the Acting Village Manager, the authority to make transfers within a department, provided such transfers do not exceed Twenty Thousand Dollars (\$20,000) and further

Ordinance (ID # 2515)

Meeting of November 14, 2016

provided no revision of the budget shall be made increasing the budget in the event funds are not available to effectuate the purpose of the revision.

Section Four: This Ordinance shall be in full force and effect upon 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 December, 2016.

Ayes: _____

Nays: _____

Absent: _____

Approved by the President of the Village of Glen Ellyn, on the ____ day of December, 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 December, 2016.)

ATTACHMENTS:

- Exhibit A (PDF)
- Exhibit B (PDF)
- Exhibit C (PDF)
- Certified Estimate of Revenues (PDF)

EXHIBIT A**VILLAGE OF GLEN ELLYN****BUDGET
FOR FISCAL YEAR 2017**

NET REVENUES - ALL FUNDS: \$ 54,503,622

NET EXPENSES - ALL FUNDS: \$ 67,568,400

APPROVED
by the
VILLAGE BOARD OF TRUSTEES

Monday, December 12, 2016

Ordinance No. _____

EXHIBIT B

**SUMMARY OF FISCAL YEAR 2017 BUDGET
VILLAGE OF GLEN ELLYN
JANUARY 1, 2017 TO DECEMBER 31, 2017**

<u>Fund</u>	<u>Revenues</u>	<u>Expenditures/ Expenses</u>	<u>Net</u>
General Fund	\$ 17,917,068	\$ 18,201,895	\$ (284,827)
Corporate Reserve Fund	541,600	41,000	500,600
Motor Fuel Tax Fund	727,200	881,000	(153,800)
Debt Service Fund	1,462,352	1,462,502	(150)
CBD TIF Fund	131,950	129,340	2,610
Roosevelt Road TIF Fund	24,780	27,000	(2,220)
Capital Projects Fund	9,651,691	21,099,185	(11,447,494)
Fire Services Fund	1,022,100	1,698,250	(676,150)
Facilities Maint Reserve Fund	252,500	834,600	(582,100)
Water & Sanitary Sewer Fund	14,939,500	17,127,600	(2,188,100)
Parking Fund	381,300	566,210	(184,910)
Residential Solid Waste	1,669,600	1,545,995	123,605
Village Links/Reserve 22	5,472,500	5,439,377	33,123
Insurance Fund	3,245,775	3,248,950	(3,175)
Equipment Services Fund	1,514,200	1,183,090	331,110
Police Pension Fund	3,701,000	2,233,900	1,467,100
Total	\$ 62,655,116	\$ 75,719,894	\$ (13,064,778)
Less Interfund Transfers	\$ (8,151,494)	\$ (8,151,494)	\$ -
Net Budget	\$ 54,503,622	\$ 67,568,400	\$ (13,064,778)

**VILLAGE OF GLEN ELLYN
FISCAL YEAR 2017 ANNUAL BUDGET
EXHIBIT C - PERSONNEL SCHEDULE**

<u>Classification</u>	<u>Status</u>	<u>Salary Range¹</u>	<u>FY13/14 Budgeted Employees</u>	<u>SY 14 Budgeted Employees</u>	<u>FY 15 Budgeted Employees</u>	<u>FY 16 Budgeted Employees</u>	<u>FY 17 Budgeted Employees</u>
Village Manager's Office							
Village Manager	FT	Z	1.00	1.00	1.00	1.00	1.00
Assistant Village Manager	FT	S	1.00	1.00	1.00	1.00	1.00
Assistant to the Village Manager - ADM	FT	P	1.00	1.00	-	-	-
Multimedia Specialist	PT	J	0.75	0.70	-	-	-
Communications Coordinator	PT	K	-	-	-	0.70	0.70
Economic Development Coord.	PT	J	0.75	0.75	0.75	0.75	0.75
Administrative Services Coord.	PT	G	0.75	0.75	0.75	-	-
Executive Assistant/Deputy Clerk	PT	H	0.75	0.75	0.75	0.75	0.75
Administrative Clerk II	PT	B	1.00	1.00	1.00	1.00	1.00
Administrative/Legal Assistant	PT	F	-	-	-	0.45	-
Administrative Assistant	PT	F	-	-	-	-	0.70
Administrative Intern	PT	N/A	0.50	0.50	0.50	0.50	0.50
ST Village Manager's Office			7.50	7.45	5.75	6.15	6.40
Information Technology							
Information Technology Manager	FT	S	1.00	1.00	1.00	1.00	1.00
Multimedia Specialist	PT	J	-	-	0.70	0.70	0.70
Multi-Media Intern	PT	N/A	-	-	-	0.40	0.40
I.T. Help Desk Technician	PT	A-3	-	-	0.50	-	-
Information Technology			1.00	1.00	2.20	2.10	2.10
Law Department							
Village Attorney	FT	Z	-	-	1.00	1.00	1.00
Executive Assistant/Deputy Clerk	PT	H	-	-	0.25	0.25	0.25
ST Law Department			-	-	1.25	1.25	1.25
Senior Services							
Senior Services Coordinator	PT	H	0.60	0.60	0.60	0.60	0.60
ST Senior Services			0.60	0.60	0.60	0.60	0.60
Facilities Maintenance							
Facilities Manager	FT	L	-	-	-	1.00	1.00
Facilities Supervisor	FT	I	1.00	1.00	1.00	-	-
Maintenance Worker I	FT	D	-	-	-	-	1.00
Maintenance Worker II	PT	F	1.00	1.00	1.00	1.00	0.48
Custodian	PT	A	3.00	3.00	2.15	2.15	2.85
ST Facilities Maintenance			5.00	5.00	4.15	4.15	5.33
Finance							
Finance Director	FT	U	1.00	1.00	1.00	1.00	1.00
Assistant Finance Director	FT	P	1.00	1.00	1.00	1.00	1.00
Accounting Specialist	FT	I	1.00	1.00	1.00	1.00	1.00
Accounts Manager	FT	J	1.00	1.00	1.00	1.00	1.00
Accounts Payable Coordinator	PT	E	0.60	0.60	0.60	0.60	0.60
Business Office Coordinator	PT	F	-	-	0.45	0.45	0.45
Accounts Receivable Specialist	PT	D	-	-	-	1.80	1.80
Billing Specialist	PT	D	-	-	-	1.80	1.80
Fiscal Clerk	PT	D	3.60	3.60	3.60	-	-
Water Meter Readers	PT	N/A	1.00	1.00	1.00	1.00	1.00
ST Finance			9.20	9.20	9.65	9.65	9.65

**VILLAGE OF GLEN ELLYN
FISCAL YEAR 2017 ANNUAL BUDGET
EXHIBIT C - PERSONNEL SCHEDULE**

<u>Classification</u>	<u>Status</u>	<u>Salary Range¹</u>	<u>FY13/14 Budgeted Employees</u>	<u>SY 14 Budgeted Employees</u>	<u>FY 15 Budgeted Employees</u>	<u>FY 16 Budgeted Employees</u>	<u>FY 17 Budgeted Employees</u>
Planning & Development							
Planning & Development Director	FT	U	1.00	1.00	1.00	1.00	1.00
Building & Zoning Official	FT	P	1.00	1.00	1.00	1.00	1.00
Planner with AICP Cert	FT	K	1.00	1.00	1.00	1.00	-
Planner	FT	J	-	-	-	-	1.00
Associate Planner	FT	H	-	-	-	-	1.00
Engineer	PT	K	0.75	0.75	0.75	0.75	0.75
Plan Examiner	FT	J	1.00	1.00	1.00	1.00	1.00
Building Inspector	FT	J	2.00	2.00	2.00	2.00	2.00
Administrative Assistant II	FT	F	1.00	1.00	1.00	1.00	1.00
Administrative Assistant I	PT	D	-	0.70	0.70	0.70	0.70
Permit Clerk	PT	D	2.00	2.00	2.00	2.00	2.00
Property Site Inspector	PT	B	0.50	0.50	0.50	0.50	0.50
Administrative Clerk II	PT	B	0.50	-	-	-	-
Planning Intern	PT	N/A	1.00	1.00	1.00	1.00	1.00
ST Planning & Development			11.75	11.95	11.95	11.95	12.95
Police							
Police Chief	FT	V	1.00	1.00	1.00	1.00	1.00
Assistant Chief	FT	T	-	-	-	1.00	1.00
Deputy Chief	FT	T	2.00	2.00	2.00	1.00	1.00
Police Sergeant	FT	O	7.00	7.00	7.00	7.00	7.00
Police Officer	FT	Contract	30.00	30.00	30.00	30.00	30.00
Records Supervisor/Tech	FT	L	1.00	1.00	1.00	1.00	1.00
Property Officer	FT	G	1.00	1.00	1.00	1.00	1.00
Administrative Assistant II	PT	F	0.50	0.60	0.60	0.60	0.60
Community Service Officer	FT	E	2.00	2.00	2.00	2.00	2.00
Community Service Officer	PT	E	1.20	0.90	0.90	0.90	0.90
Investigative Aide	FT	G	-	-	0.60	0.60	0.60
Records Clerk	FT	D	4.00	4.00	4.00	4.00	4.00
Records Clerk	PT	D	2.75	2.75	2.75	2.75	2.75
ST Police			52.45	52.25	52.85	52.85	52.85
Fire/EMS							
Administrative Clerk II	PT	B	-	-	1.00	1.00	1.00
ST Fire/EMS			-	-	1.00	1.00	1.00
Public Works							
Administration & Engineering Division							
Public Works Director	FT	V	1.00	1.00	1.00	1.00	1.00
Assistant Public Works Director	FT	S	1.00	1.00	1.00	1.00	1.00
Registered Professional Engineer	FT	T	1.00	1.00	1.00	1.00	1.00
Civil Engineer	FT	O	1.00	1.00	1.00	1.00	1.00
Senior Civil Engineer, P.E.	FT	Q	-	-	1.00	1.00	1.00
PT Engineer	PT	TBD	-	-	-	-	0.46
Utilities Inspector	FT	J	1.00	1.00	1.00	1.00	1.00
Engineering Intern	PT	N/A	0.42	0.21	0.21	0.21	0.21
Administrative Assistant II	FT/PT	F	1.50	1.50	1.50	1.50	1.50
ST Administration & Engineering			6.92	6.71	7.71	7.71	8.17

**VILLAGE OF GLEN ELLYN
FISCAL YEAR 2017 ANNUAL BUDGET
EXHIBIT C - PERSONNEL SCHEDULE**

<u>Classification</u>	<u>Status</u>	<u>Salary Range¹</u>	<u>FY13/14 Budgeted Employees</u>	<u>SY 14 Budgeted Employees</u>	<u>FY 15 Budgeted Employees</u>	<u>FY 16 Budgeted Employees</u>	<u>FY 17 Budgeted Employees</u>
Operations Division							
Street Superintendent	FT	N	1.00	1.00	1.00	1.00	1.00
Utilities Superintendent	FT	N	1.00	1.00	1.00	1.00	1.00
Senior Plant Operator	FT	L	1.00	1.00	1.00	1.00	1.00
Forestry Intern	PT	N/A	-	0.19	0.19	-	-
Customer Service Worker	FT	G	1.00	1.00	1.00	1.00	1.00
Crew Leader II	FT	J	1.00	1.00	-	1.00	-
Crew Leader I	FT	I	3.00	3.00	4.00	3.00	4.00
Water Plant Operator I	FT	I	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III	FT	G	-	-	-	1.00	1.00
Maintenance Worker II	FT	F	5.40	5.40	5.00	4.00	3.00
Maintenance Worker I	FT/PT	E	6.00	6.00	6.40	6.40	7.40
Seasonal Staff	PT	N/A	3.57	3.57	3.57	3.57	3.57
ST Operations Division			23.97	24.16	24.16	23.97	23.97
Equipment Services Division							
Equipment Services Superintendent	FT	N	1.00	1.00	1.00	1.00	1.00
Equipment Mechanic II	FT	J	2.00	2.00	2.00	2.00	2.00
Fleet Assistant	PT	E	0.40	0.40	0.40	0.40	0.40
ST Equipment Services Division			3.40	3.40	3.40	3.40	3.40
Village Links/Reserve 22							
Administration							
General Manager	FT	U	1.00	1.00	1.00	1.00	1.00
ST Administration Division			1.00	1.00	1.00	1.00	1.00
Grounds							
Golf Course Superintendent	FT	O	1.00	1.00	1.00	1.00	1.00
Assistant Golf Course Superintendent	FT	I	1.00	1.00	1.00	1.00	1.00
Grounds Worker I	FT	A-3	-	3.00	3.00	3.00	3.00
Grounds Supervisor II	PT	AH	-	-	-	-	0.50
Grounds Worker II	PT	AD	-	-	-	-	0.10
Senior Grounds Technician II	PT	AF	-	-	-	-	1.30
Grounds Technician II	PT	AF	-	-	-	-	1.90
Specialized Laborer II	PT	AE	-	-	-	-	2.50
Grounds Worker III	PT	AD	-	-	-	-	0.50
Sr. Grounds Technician III	PT	AF	-	-	-	-	-
Specialized Laborer III	PT	AE	-	-	-	-	2.40
Seasonal Staff	PT	N/A	11.08	9.00	8.00	8.00	-
ST Grounds Division			13.08	14.00	13.00	13.00	14.20

**VILLAGE OF GLEN ELLYN
FISCAL YEAR 2017 ANNUAL BUDGET
EXHIBIT C - PERSONNEL SCHEDULE**

<u>Classification</u>	<u>Status</u>	<u>Salary Range¹</u>	<u>FY13/14 Budgeted Employees</u>	<u>SY 14 Budgeted Employees</u>	<u>FY 15 Budgeted Employees</u>	<u>FY 16 Budgeted Employees</u>	<u>FY 17 Budgeted Employees</u>
Golf							
Assistant Recreation Director/Dir of Golf	FT	P	1.00	1.00	-	-	-
Director of Golf	FT	K	-	-	-	1.00	1.00
Head Golf Professional	FT	H	1.00	1.00	1.00	1.00	1.00
Assistant Golf Professional	FT	H	1.00	1.00	1.00	-	-
Assistant Golf Professional II	PT	AG	-	-	-	-	3.20
Golf Service Supervisor II	PT	AH	-	-	-	-	0.60
Golf Service Supervisor III	PT	AH	-	-	-	-	0.40
Housekeeping III	PT	AG	-	-	-	-	0.40
Cashier III	PT	AB	-	-	-	-	2.10
Starter/Ranger III	PT	AB	-	-	-	-	2.40
Outside Services Attendant III	PT	AB	-	-	-	-	1.80
Seasonal Staff	PT	N/A	10.40	9.50	9.50	9.50	-
ST Golf Division			13.40	12.50	11.50	11.50	12.90
Reserve 22							
Food & Beverage Manager	FT	H	1.00	1.00	-	-	-
Executive Chef/Dir of F & B	FT	L	1.00	1.00	1.00	1.00	1.00
Assistant Restaurant Manager	FT	AL	-	-	2.00	2.00	1.00
Event Planning & Sales Coordinator	FT	AL	-	-	-	-	1.00
Sous Chef	FT	C	-	-	-	1.00	1.00
Floor Supervisors	PT	AK	-	-	2.00	2.00	-
Supervisor II	PT	AI	-	-	-	-	1.90
Kitchen Coordinator II	PT	AI	-	-	-	-	0.70
Cook II	PT	AH	-	-	-	-	5.60
Busser II	PT	AC	-	-	-	-	1.70
Dishwasher II	PT	AC	-	-	-	-	1.30
Lead Server II	PT	AB	-	-	-	-	0.40
Server II	PT	AA	-	-	-	-	2.00
Bartender II	PT	AA	-	-	-	-	0.90
Banquet Captain II	PT	AI	-	-	-	-	0.40
Banquet Server II	PT	AA	-	-	-	-	0.30
Banquet Bartender II	PT	AA	-	-	-	-	0.30
Concession Worker II	PT	AB	-	-	-	-	0.30
Assistant Event Sales Coordinator	PT	AI	-	-	-	-	-
Special Events Intern	PT	AD	-	-	-	-	-
Supervisor III	PT	AI	-	-	-	-	0.50
Cook III	PT	AH	-	-	-	-	2.40
Dishwasher III	PT	AC	-	-	-	-	0.50
Busser III	PT	AC	-	-	-	-	5.10
Host III	PT	AE	-	-	-	-	2.10
Server III	PT	AA	-	-	-	-	2.90
Bartender III	PT	AA	-	-	-	-	2.20
Banquet Server III	PT	AA	-	-	-	-	-
Concession Worker III	PT	AB	-	-	-	-	1.30
Seasonal Staff ¹	PT	N/A	15.00	20.00	19.00	19.00	-
ST Golf Division			17.00	22.00	24.00	25.00	36.80
Total Full-Time Equivalent Positions			166.27	171.22	174.17	175.28	192.57

¹ Part-time FTE count has been recalculated to reflect the on-going part-time/seasonal staffing needs of the restaurant (Reserve 22) operations.

Village of Glen Ellyn
Salary Tables - January 1, 2017 through December 31, 2017

FY 17 Salary Schedule Adjustment = 0.00%

Range	Annualized			Hourly		
	Min	Mid	Max	Min	Mid	Max
A-1	\$ 29,494	\$ 37,294	\$ 44,678	\$ 14.18	\$ 17.93	\$ 21.48
A-2	\$ 31,200	\$ 39,250	\$ 47,278	\$ 15.00	\$ 18.87	\$ 22.73
A-3	\$ 35,339	\$ 44,512	\$ 53,664	\$ 16.99	\$ 21.40	\$ 25.80
B	\$ 37,066	\$ 46,717	\$ 56,347	\$ 17.82	\$ 22.46	\$ 27.09
C	\$ 38,938	\$ 49,088	\$ 59,238	\$ 18.72	\$ 23.60	\$ 28.48
D	\$ 40,872	\$ 51,501	\$ 62,130	\$ 19.65	\$ 24.76	\$ 29.87
E	\$ 42,931	\$ 54,122	\$ 65,312	\$ 20.64	\$ 26.02	\$ 31.40
F	\$ 45,094	\$ 56,846	\$ 68,598	\$ 21.68	\$ 27.33	\$ 32.98
G	\$ 47,382	\$ 59,696	\$ 72,010	\$ 22.78	\$ 28.70	\$ 34.62
H	\$ 49,754	\$ 62,691	\$ 75,608	\$ 23.92	\$ 30.14	\$ 36.35
I	\$ 52,229	\$ 65,832	\$ 79,414	\$ 25.11	\$ 31.65	\$ 38.18
J	\$ 54,808	\$ 69,077	\$ 83,346	\$ 26.35	\$ 33.21	\$ 40.07
K	\$ 57,574	\$ 72,571	\$ 87,568	\$ 27.68	\$ 34.89	\$ 42.10
PO	\$ 58,417	\$ 73,136	\$ 91,420	\$ 28.09	\$ 35.16	\$ 43.95
L	\$ 60,486	\$ 76,190	\$ 91,894	\$ 29.08	\$ 36.63	\$ 44.18
M	\$ 63,461	\$ 79,955	\$ 96,429	\$ 30.51	\$ 38.44	\$ 46.36
N	\$ 66,643	\$ 83,949	\$ 101,254	\$ 32.04	\$ 40.36	\$ 48.68
O	\$ 70,054	\$ 88,296	\$ 106,538	\$ 33.68	\$ 42.45	\$ 51.22
P	\$ 73,549	\$ 92,664	\$ 111,779	\$ 35.36	\$ 44.55	\$ 53.74
Q	\$ 77,147	\$ 97,198	\$ 117,250	\$ 37.09	\$ 46.73	\$ 56.37
R	\$ 81,078	\$ 102,170	\$ 123,240	\$ 38.98	\$ 49.12	\$ 59.25
S	\$ 85,114	\$ 107,266	\$ 129,397	\$ 40.92	\$ 51.57	\$ 62.21
T	\$ 89,336	\$ 112,570	\$ 135,782	\$ 42.95	\$ 54.12	\$ 65.28
U	\$ 93,850	\$ 118,269	\$ 142,688	\$ 45.12	\$ 56.86	\$ 68.60
V	\$ 98,488	\$ 124,093	\$ 149,698	\$ 47.35	\$ 59.66	\$ 71.97
W	\$ 103,418	\$ 130,312	\$ 157,206	\$ 49.72	\$ 62.65	\$ 75.58
X	\$ 108,597	\$ 136,822	\$ 165,048	\$ 52.21	\$ 65.78	\$ 79.35
Y	\$ 114,046	\$ 143,728	\$ 173,410	\$ 54.83	\$ 69.10	\$ 83.37
Z	\$ 119,704	\$ 150,842	\$ 181,958	\$ 57.55	\$ 72.52	\$ 87.48

* *Police Officers / F.O.P. Contract. Rates are effective November 1, 2016 to October 31, 2017.*

VILLAGE OF GLEN ELLYN
 CERTIFIED ESTIMATE OF REVENUES
 FISCAL YEAR 2017 BUDGET SUMMARY OF REVENUES AND OTHER FINANCING SOURCES BY TYPE
 ALL FUNDS

	TAXES	LICENSES & PERMITS	INTER- GOVERNMENTAL	CHARGES FOR SERVICES	FINES & FORFEITS	INTEREST INCOME	MISC REVENUES	TRANSFERS	TOTAL
GENERAL FUND	\$ 13,318,246	\$ 1,302,150	\$ 11,150	\$ 961,872	\$ 515,000	\$ 30,000	\$ 358,000	\$ 1,420,650	\$ 17,917,068
CORPORATE RESERVE	-	-	-	-	-	100	500,000	41,500	541,600
MOTOR FUEL TAX	-	-	719,000	-	-	2,200	6,000	-	727,200
DEBT SERVICE	-	-	508,108	-	-	200	-	954,044	1,462,352
CBD TIF FUND	131,800	-	-	-	-	150	-	-	131,950
ROOSEVELT ROAD TIF	24,780	-	-	-	-	-	-	-	24,780
CAPITAL PROJECTS FUND	6,501,720	-	1,936,971	-	-	60,000	753,000	400,000	9,651,691
FIRE SERVICES FUND	1,021,400	-	-	-	-	700	-	-	1,022,100
FACILITIES MAINT RESRV	-	-	-	-	-	2,500	-	250,000	252,500
WATER & SEWER FUND	97,000	-	-	14,788,900	-	30,000	23,600	-	14,939,500
PARKING FUND	-	-	-	376,500	-	3,500	1,300	-	381,300
RESIDENTIAL SOLID WASTE	-	-	-	1,667,400	-	1,200	1,000	-	1,669,600
VILLAGE LINKS/RESERVE 22	-	-	-	5,376,500	-	4,000	92,000	-	5,472,500
INSURANCE	-	-	-	1,173,575	-	3,500	27,700	2,041,000	3,245,775
EQUIPMENT SERVICES	-	-	-	57,900	-	5,000	20,000	1,431,300	1,514,200
POLICE PENSION	-	-	-	340,000	-	1,748,000	-	1,613,000	3,701,000
TOTAL, ALL FUNDS	\$ 21,094,946	\$ 1,302,150	\$ 3,175,229	\$ 24,742,647	\$ 515,000	\$ 1,891,050	\$ 1,782,600	\$ 8,151,494	\$ 62,655,116
								Less Interfund Transfers	\$ (8,151,494)
									\$ 54,503,622

I, Christina Coyle, do hereby certify as follows:

- 1) I am the chief fiscal officer of the Village of Glen Ellyn, DuPage County, Illinois; and
- 2) The schedule above includes an estimate of revenues anticipated to be received in the Village's fiscal year which begins January 1, 2017 and ends December 31, 2017.

I, Catherine Galvin, duly elected Village Clerk of the Village of Glen Ellyn, DuPage County, Illinois, hereby attest that the above schedule was approved by the Glen Ellyn Village Board as a part of the annual budget for the Village of Glen Ellyn for the fiscal year beginning January 1, 2017 and ending December 31, 2017.

 Christina Coyle, Finance Director / Date

 Corporate
 Seal

 Catherine Galvin, Village Clerk



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

Meeting: 11/14/16 07:00 PM
Department: Finance
Department Head: Christina Coyle
Category: Public Hearing
Prepared By: Christina Coyle

SCHEDULED

ORDINANCE (ID # 2509)

DOC ID: 2509

Public Hearing to receive comment on the proposed 2016 property tax levy for the Village of Glen Ellyn and the Glen Ellyn Public Library. 2. Motion to approve on first reading of an Ordinance for the levy and assessment of taxes in the amount of \$13,108,124 for the fiscal year beginning January 1, 2017 and ending December 31, 2017, of the Village of Glen Ellyn and the Glen Ellyn Public Library.

Background

At the November 14, 2016, meeting, the Village Board will consider the 2016 property tax levy. The meeting will include a public hearing and a first reading of the levy ordinance with a non-binding “straw vote” immediately following. For the levy, the board approves both the Village’s levy as well as the Glen Ellyn Public Library Levy.

Issues

At the November 7, 2016 Board Workshop, the Board provided direction to only increase the levy for new growth and not to include an increase in the levy for the change in Consumer Price Index (CPI). As such, the Village Levy will show 1.1% increase from the prior year due to new growth. This new growth includes both new construction, additions, and annexations. The Village Board also approves the annual Glen Ellyn Public Library tax levy. This levy was approved by the Glen Ellyn Public Library Board at their September 19, 2016 meeting. The resolution from that meeting is attached. Representatives from the Glen Ellyn Public Library will be in attendance at the November 14, 2016 meeting. The levy for the Glen Ellyn Public Library increased by 2.6% over the prior year’s levy. Attached to this item is a summary of the change in the levy from the prior year to the current proposed levy for both the Village and the Library. It is also important to convey that the Village is approximately 6.5% of the entire tax bill and the Glen Ellyn Public Library is approximately 4.2%. To illustrate this, a sample tax bill for the 2015 levy year is attached with this memo. Also, a five year history of the tax bill percentages is attached to this memo.

Following the public hearing and first reading on November 14, the Village Board will approve the levy at the December 12, 2016 meeting. Also at the December 12, 2016, meeting, the ordinances related to the special service areas will be considered. The tax levy and special service ordinances must be filed with DuPage County in December.

In January, the property tax abatement ordinances will be considered for both Village Links Bond issues, the Police Station Bond issue as well as the Library’s Build America Bonds. The abatements are scheduled based upon receiving the federal interest rebate (which determines the abatement for the Build America Bonds) which typically does not occur until after our regular meeting in

Ordinance (ID # 2509)

Meeting of November 14, 2016

December. The DuPage County Clerk's Office prefers to have abatements filed no later than February, but sooner is preferred.

Action Requested

Staff requests first reading of the attached ordinance by the Village Board at the November 14, 2016 meeting.

Ordinance No. _____

**An Ordinance for the Levy and Assessment of Taxes in the Amount of \$13,108,124
for the Fiscal Year Beginning January 1, 2017 and Ending December 31, 2017,
of the Village of Glen Ellyn, DuPage County, Illinois**

Whereas, the Board of Trustees of the Village of Glen Ellyn, County of DuPage and the State of Illinois did on the 12th day of December, 2016, pass the Annual Budget for the Village of Glen Ellyn, the amount of which is ascertained to be the aggregate of \$45,113,910 for operational purposes of the Village and \$30,605,984 for capital and debt expenditures, which said Budget was duly considered and heard by public hearing on the 14th day of November, 2016, in accordance with the provisions of Chapter 65, 5/8-2-9, Illinois Compiled Statutes; and

Whereas, the Board of Directors of the Glen Ellyn Public Library determined on September 19, 2016, the financial requirements of the Library for the fiscal year beginning January 1, 2017, and ending December 31, 2017, the amount of which, in the judgment of the Board of Library Directors, would be necessary to levy for Library purposes in this annual Tax Levy Ordinance, in the amount of \$4,037,555 for general operational purposes; and

Whereas, the Board of Trustees of the Village of Glen Ellyn at an open meeting held on November 14, 2016, and adoption of the annual budget on December 12, 2016, the request of the Board of Directors of the Glen Ellyn Public Library, and all sources of revenue available to the

Ordinance (ID # 2509)

Meeting of November 14, 2016

Village of Glen Ellyn and determined the amounts of money, exclusive of any cost of conducting an election required by the general election law and any debt service levies, estimated to be necessary to be raised by taxation for operating expenses for the fiscal year ending December 31, 2017 upon the taxable property in the Village of Glen Ellyn to be \$10,990,826 (\$6,953,071 Village, \$4,037,755 Library), which is an increase from the amount of property taxes extended upon the levy of the preceding year, exclusive of debt service levies and levies for required election costs, by \$84,025 or 0.8%; and

Whereas, the Village of Glen Ellyn and the Glen Ellyn Public Library have financed the construction of significant capital projects through the issuance of General Obligation Bonds, debt service payments for which have been determined to be \$2,117,298 (\$1,609,190 Village, and \$508,108 Library) for the fiscal year 2017, which includes possible abatements totaling \$1,638,278 which will be considered by the Village Board prior to the extension of 2016 property taxes by DuPage County next spring; and

Whereas, a public hearing on the proposed tax levy was held on November 14, 2016 as required by the Truth in Taxation Law (35 ILCS 200/18-55);

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: That the amount of appropriations for all corporate purposes legally made, except debt service expenditures, to be collected from the tax levy of the current fiscal year is hereby ascertained to be \$10,990,826 and the total amount of debt service expenditures to be collected from the tax levy of the current fiscal year is hereby ascertained to be \$2,117,298 thereby resulting in the

total amount of all appropriations, including debt service expenditures, to be collected from the tax levy of the current fiscal year to be \$13,108,124.

Section Two: That the sum of \$13,108,124, being the total amounts budgeted heretofore in accordance with law and which are to be collected from the tax levy of the current fiscal year of the Village of Glen Ellyn for all corporate purposes of said Village of Glen Ellyn and for purposes of funding the General Corporate Fund, Capital Projects Fund, Bond and Interest Funds, and Public Library Fund, as heretofore legally budgeted for the current fiscal year by an Annual Budget Ordinance of the Village of Glen Ellyn for the 2017 fiscal year, passed and approved by the President and Board of Trustees of said Village at a legally convened meeting of December 12, 2016, and the same is hereby levied upon all the taxable real property in the Village of Glen Ellyn subject to taxation for the current year; the specific amounts as levied for the various funds heretofore named being included herein by being placed in separate columns under the heading "To Be Raised By Tax Levy" which appears over the same, the tax so levied being for the current fiscal year of said Village, and for said amounts budgeted to be collected from said tax levy, the total of which has been ascertained as aforesaid and being as follows:

SPECIAL PURPOSES TAX FUNDS

<u>LEVY</u>	<u>AMOUNT BUDGETED</u>	<u>TO BE RAISED BY TAX LEVY</u>
GENERAL PURPOSE: (Police)	\$8,896,288	\$3,365,351
GENERAL PURPOSE: (Capital Projects)	21,099,185	3,587,720
G.O. BONDS, 2015:		
General Obligation Bonds, 2015 Principal of \$525,000 and Interest of \$429,044 (Per Ordinance No. 6332,	954,044	954,044

Ordinance (ID # 2509)

Meeting of November 14, 2016

passed 07/13/15). (Police Station - \$13.435 million, to be abated from Capital Projects Fund revenues by separate Ordinance)

G.O. BONDS, 2012:

General Obligation Bonds, 2012 Principal of \$225,000 and Interest of \$87,628 (Per Ordinance No. 6079, passed 09/25/12). (Village Links Clubhouse Renovation - \$5.0 million, to be abated from golf course revenues by separate Ordinance)	312,628	312,628
--	---------	---------

G.O. REFUNDING BONDS, SERIES 2010:

General Obligation Refunding Bonds, 2010 Principal of \$285,000 and Interest of \$57,518 (Per Ordinance No. 5889, passed 10/11/10). (Village Links Renovation - \$4.58 million, to be abated from golf course revenues by separate Ordinance)	342,518	342,518
---	---------	---------

TOTAL VILLAGE, ALL LEVIES	\$31,604,663	\$8,562,261
---------------------------	--------------	-------------

ESTABLISHMENT AND MAINTENANCE OF
FREE PUBLIC LIBRARY

Library General Purpose Levy	\$4,005,500	\$3,696,955
------------------------------	-------------	-------------

Library Social Security Contribution	154,000	144,000
--------------------------------------	---------	---------

Library IMRF Contribution	189,000	179,000
---------------------------	---------	---------

Library Audit Fund	6,300	5,800
--------------------	-------	-------

Library Tort Liability and Insurance Premiums	13,000	12,000
---	--------	--------

G.O. BONDS, TAXABLE SERIES 2010:

General Obligation Corporate Purpose Bonds, Taxable 2010 Principal of \$425,000 and Interest of \$83,108 (Per Ordinance No. 5821, passed 11/23/09). (Library Building Repairs)	508,108	508,108
--	---------	---------

TOTAL LIBRARY, ALL LEVIES	\$4,875,908	\$4,545,863
---------------------------	-------------	-------------

Ordinance (ID # 2509)

Meeting of November 14, 2016

SUMMARY OF TAX FUND LEVIES

General Purpose Levy (Police)	\$8,896,288	\$3,365,351
General Purpose Levy (Capital Projects)	21,099,185	3,587,720
2015 G.O. Bonds (Police Station)	954,044	954,044
2012 G.O. Bonds (Village Links Clubhouse Renovation)	312,628	312,628
2010 G.O. Refunding Bonds (Village Links Renovation)	342,518	342,518
Library General Purpose Levy	4,005,500	3,696,955
Library Social Security Contribution	154,000	144,000
Library IMRF Contribution	189,000	179,000
Library Audit Fund	6,300	5,800
Library Tort Liability and Insurance Premiums	13,000	12,000
2010 Taxable G.O. Bonds (Library Repairs)	508,108	508,108
TOTAL	<u>\$36,480,571</u>	<u>\$13,108,124</u>

RECAP OF TAX LEVIES

Village of Glen Ellyn General Levy	\$6,953,071
Village of Glen Ellyn Debt Service Levy	1,609,190
Glen Ellyn Public Library General Levy	3,696,955
Glen Ellyn Public Library Special Funds and Levies	340,800
Glen Ellyn Public Library Debt Service Levy	508,108
TOTAL	<u>\$13,108,124</u>

Section Three: That the amounts budgeted and not expressly itemized and carried forward in this Tax Levy Ordinance will be paid out of monies from sources other than the tax levy.

Section Four: That the total amount of \$13,108,124 ascertained as aforesaid, be hereby levied and assessed on all property subject to taxation within the Village of Glen Ellyn according to the value of said property as the same is assessed and equalized for state and county purposes for the current year.

Section Five: That it is hereby certified to the County Clerk of DuPage County, Illinois, the total amount of \$13,108,124 which the Village of Glen Ellyn requires to be raised by taxation for the current fiscal year of the Village, and the Village Clerk of the Village is hereby ordered and directed to file with the County Clerk of said county on or before the time required by law a certified copy of this ordinance.

Section Six: That it is hereby certified to the County Clerk of DuPage County, Illinois, that the President and Board of Trustees, acting as the corporate authorities of the Village of Glen Ellyn, DuPage County, Illinois, have complied and conformed with all the requirements of the Truth in Taxation Act, (Illinois Compiled Statutes, Chapter 35, Sections 200/18-55 et seq.), where required, and the President of said Village is hereby ordered and directed to file with the County Clerk of said county, together with the certified copy of this ordinance as provided hereinabove, a certification that said Village complied with all requirements of the Truth in Taxation Act, if required by law or by the said County Clerk.

Section Seven: This ordinance shall take effect and be in full force and effect from and after its passage and approval, as provided by law.

Ordinance (ID # 2509)

Meeting of November 14, 2016

Passed by the President and Board of Trustees of the Village of Glen Ellyn, Illinois, this _____ day of _____, 2016, on second reading, with first reading having occurred on November 14, 2016.

Ayes:

Nays:

Absent:

Approved by the 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.)

Ordinance (ID # 2509)

Meeting of November 14, 2016

STATE OF ILLINOIS)

COUNTY OF DU PAGE)

I, Alexander Demos, do hereby certify that I am the duly qualified and acting Village President of the Village of Glen Ellyn, DuPage County, Illinois.

I do further certify that the Village of Glen Ellyn, DuPage County, Illinois, has complied and conformed with all the requirements of the Truth in Taxation Act, (Illinois Compiled Statutes, Chapter 35, Sections 200/18-55 et seq.), in connection with its 2016 Tax Levy Ordinance (Ordinance No._____).

IN WITNESS WHEREOF, I hereunto affix my official signature at Glen Ellyn, Illinois, this _____ day of _____, 2016.

Village President

Ordinance (ID # 2509)

Meeting of November 14, 2016

(SEAL)

CERTIFICATION

I, Catherine Galvin, duly elected Village Clerk of the Village of Glen Ellyn, Illinois, do hereby certify that the attached is the true original copy of Ordinance No. _____, passed by the Board of Trustees of the Village of Glen Ellyn, Illinois, at the _____ Meeting of said Board held on the _____ day of _____, and that the same was signed and approved by the President of said Village on the _____ day of _____.

I do further certify that the original is entrusted to me as Village Clerk of said Village for safekeeping and that I am the lawful custodian and keeper of the same.

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

Village Clerk

CORPORATE SEAL

Ordinance (ID # 2509)

Meeting of November 14, 2016

ATTACHMENTS:

- 2016 Property Tax Levy Summary (PDF)
- Library FY 17 approved levy and budget(PDF)
- Sample 2015 Tax Bill (PDF)
- Five Year History of Tax Bill Percentages (PDF)

VILLAGE OF GLEN ELLYN

2016 PROPERTY TAX LEVY

(to be collected in FY2017)

	2015 Levy	2015 Taxes Extended	2016 Proposed Levy	Change from Taxes Extended \$ Inc/(Dec)	% Inc/(Dec)	Change from Original Levy \$ Inc/(Dec)	% Inc/(Dec)
VILLAGE LEVY:							
Operating - General Fund	\$ 3,327,646	\$ 3,361,409	3,365,351	\$ 3,942	0.1%	\$ 37,705	1.1%
Operating - Capital Fund	3,547,524	3,583,518	3,587,720	4,202	0.1%	40,196	1.1%
Total	6,875,170	6,944,927	6,953,071	8,144	0.1%	77,901	1.1%
LIBRARY LEVY:							
Operating	\$ 3,922,648	\$ 3,961,874	\$ 4,037,755	\$ 75,881	1.9%	\$ 115,107	2.9%
Bond Payments	477,601	482,871	479,020	(3,851)	-0.8%	1,419	0.3%
Total	4,400,249	4,444,745	4,516,775	72,030	1.6%	116,526	2.6%
TOTAL, VILLAGE AND LIBRARY							
Operating	\$ 7,250,294	\$ 7,323,283	\$ 7,403,106	\$ 79,823	1.1%	\$ 152,812	2.1%
Operating - Capital	3,547,524	3,583,518	3,587,720	4,202	0.1%	40,196	1.1%
Total Operating¹	10,797,818	10,906,801	10,990,826	84,025	0.8%	193,008	1.8%
Bond Payments	477,601	482,871	479,020	(3,851)	-0.8%	1,419	0.3%
Total	\$ 11,275,419	\$ 11,389,672	\$ 11,469,846	\$ 80,174	0.7%	\$ 194,427	1.7%
Abatements ²							
		2010 Refunding Bonds	342,518	Village Links			
		2012 Clubhouse Renovation Bonds	312,628	Village Links			
		2015 General Obligation Bonds	954,044	Capital Projects Fund			
		2010 Build America Bonds	29,088	Library - Amount may change			
			1,638,278				
Total Tax Levy Ordinance Amount			<u>\$ 13,108,124</u>				

¹ Total operating increase is subject to required public hearing under the Truth in Taxation Act if percentage increase, excluding debt, is greater than 5.0% of taxes extended in prior year.

² Abatement ordinances will be considered at a future meeting.

Note: There may be slight differences due to rounding

Glen Ellyn Public Library Board of Trustees

Resolution No. 2016-4

A Resolution Establishing the Expenditures Budget of the Glen Ellyn Public Library for the Fiscal Year beginning January 1, 2017 and ending December 31, 2017

IT IS HEREBY RESOLVED by the Board of Trustees of the Glen Ellyn Public Library, Glen Ellyn, Illinois that the following shall be adopted as the expenditure budgets for the Glen Ellyn Public Library for the fiscal year commencing January 1, 2017 and concluding December 31, 2017.

EXPENDITURE ACCOUNT #	ACCOUNT DESCRIPTION	FY 2017 BUDGET
--------------------------	---------------------	-------------------

OPERATING FUNDS – 10

101-5110	Salaries-Regular	\$ 1,936,000
101-5120	Salaries-Overtime	\$ 12,000
101-5140	FICA Taxes	\$ 149,000
101-5145	IMRF Employer Contributions	\$ 184,000
101-5160	Employee Insurance	\$ 265,000
101-5165	Dues & Memberships	\$ 3,825
101-5170	Recruiting & Testing	\$ 500
5175	Employee Education	\$ 45,560
101-5180	Travel	\$ 500
101- 5185	Marketing	\$2,500
101-5215	Professional Services – Village	\$ 3,400
101-5218	Professional Services – Audit	\$ 5,800
101-5220	Professional Services – Legal	\$ 5,000
101-5231	Professional Services – Other	\$ 34,135
101-5240	Property & Casualty Insurance	\$ 36,000
101-5242	Tort Insurance	\$12,000

101-5244	SUI Payments	\$5,000
101-5310	Maintenance - Contractual	\$178,650
101-5320	Maintenance – Repair and Replacement	\$100,000
101-5330	Telecommunications	\$29,500
101-5335	Utilities	\$15,000
101-5350	Postage	\$15,950
101-5352	Printing	\$20,400
5460	Programs	\$66,100
102-5513	Adult Materials	\$342,840
105-5515	Youth Materials	\$77,000
101-5590	Refunds	\$600
101-5599	Lost Materials	\$1,500
5610	Office Supplies	\$53,190
101-5645	Maintenance Supplies	\$17,000
5725	Equipment	\$52,500
101-5735	Automation Services	\$95,000
101-5950	Transfer to BEM Fund	\$410,000
TOTAL OPERATING FUNDS:		\$4,175,450

PER CAPITA GRANT FUND-20

202-5513	Adult Materials	\$21,160
TOTAL PER CAPITA GRANT FUND:		\$21,160

MISCELLANEOUS GRANT FUND-21

215-5460	Youth Programs	\$5,000
TOTAL MISCELLANEOUS GRANT FUND:		\$5,000

GIFT FUND-30

306-5725	IT Equipment	\$10,000
302-5513	Adult Materials	\$10,000
305-5515	Youth Materials	\$10,000
30()-5460	Programs	\$6,000

TOTAL GIFT FUND: \$ 36,000

DEBT SVCES FUND-40

401-5924	Debt Principal	\$ 425,000
401-5926	Debt Interest	\$ 83,108
401-5233	Debt Service – Bond Fee	\$ 500

TOTAL DEBT SVCES FUND \$ 508,608

NON-RESIDENT CARD SUBSIDY FUND-60

60-5955	NR Card Subsidy	\$ 6,000
---------	-----------------	----------

TOTAL NON-RESIDENT CARD SUBSIDY FUND \$ 6,000

BEM FUND-50

50-5310	Building, Equipment and Material	\$ 15,000
---------	----------------------------------	-----------

TOTAL BEM FUND \$ 15,000

TOTAL OTHER FUNDS: \$ 591,768

TOTAL ALL FUNDS: \$ 4,767,218

ADOPTED by the President and Board of Trustees of the Glen Ellyn Public Library, Glen Ellyn, Illinois, this 19th day of September, 2016.

AYES: 5

NAYS: 0

ABSENT: 2



Kelli Christiansen, Vice President
Glen Ellyn Public Library Board of Trustees

ATTEST:



Jill Clouse, Secretary Pro Tem
Glen Ellyn Public Library Board of Trustees

Glen Ellyn Public Library Board of Trustees

Resolution No. 2016-3

A Resolution Establishing the Revenue Budget of the Glen Ellyn Public Library for the Fiscal Year beginning January 1, 2017 and ending December 31, 2017

IT IS HEREBY RESOLVED by the Board of Trustees of the Glen Ellyn Public Library, Glen Ellyn, Illinois that the following shall be adopted as the revenue budgets for the Glen Ellyn Public Library for the fiscal year commencing January 1, 2017 and concluding December 31, 2017.

REVENUE ACCOUNT#	ACCOUNT DESCRIPTION	FY 2017 BUDGET
---------------------	---------------------	-------------------

OPERATING FUNDS-10

10-4010	Property Tax-Corporate Fund	\$3,696,955
10-4016	Property Tax-FICA Fund	\$144,000
10-4017	Property Tax-IMRF Fund	\$179,000
10-4018	Property Tax-TORT Insurance Fund	\$12,000
10-4020	Property Tax-Audit Fund	\$5,800
10-4040	Corporate Replacement Tax	\$26,000
10-4230	Interest Income-Investments	\$2,000
10-4240	Impact Fees	\$1,500
10-4245	Nonresident Library Cards	\$24,000
10-4250	Meeting Room Rental Fees	\$1,500
10-4260	Fines and Other Charges	\$55,000
10-4264	Lost Materials Fees	\$5,000
10-4270	Copier/Printing Fees	\$9,000
10-4274	Passports	\$2,500
10-4289	Miscellaneous	\$0

TOTAL OPERATING FUNDS: **\$4,164,055**

PER CAPITA GRANT FUND-20

20-4230	Per Capita Grant Revenue	\$21,160
---------	--------------------------	----------

TOTAL PER CAPITA GRANT FUND: **\$21,160**

MISCELLANEOUS GRANTS FUND-21		
21-4130	Miscellaneous Grant Revenue	\$5,000
	TOTAL MISCELLANEOUS GRANTS FUND:	\$5,000
GIFT FUND-30		
30-4170	Gifts Income	\$45,000
	TOTAL GIFT FUND:	\$45,000
DEBT SERVICE FUND-40		
40-4012	Property Tax – Debt Service	\$476,000
40-4835	Interest Credit on BAB Bonds	\$32,700
	TOTAL DEBT SERVICE FUND:	\$508,700
BUILDING EQUIPMENT & MAINTENANCE FUND-50		
50-4910	Transfer In	\$410,000
	TOTAL BUILDING EQUIPMENT & MAINTENANCE FUND:	\$410,000
NONRESIDENT CARD SUBSIDY FUND-60		
60-4180	Donation Nonresident Card	\$6,000
	TOTAL NONRESIDENT CARD SUBSIDY FUND	\$6,000
	TOTAL OTHER FUNDS:	\$995,860
	TOTAL ALL FUNDS:	\$5,159,915

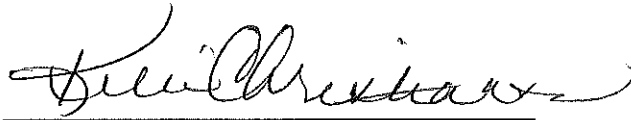
***RESOLUTION 2016-3 establishing revenues for FY 2017 includes a transfer in to the BEM Fund from corporate funded property taxes.**

ADOPTED by the President and Board of Trustees of the Glen Ellyn Public Library, Glen Ellyn, Illinois, this 19th day of September, 2016.

AYES: 5

NAYS: 0

ABSENT: 2



Kelli Christiansen, Vice President

Glen Ellyn Public Library Board of Trustees

ATTEST:



Jill Clouse, Secretary Pro Tem

Glen Ellyn Public Library Board of Trustees

County of DuPage)

)

State of Illinois)

Glen Ellyn Public Library Board of Trustees

Resolution 2016-2

RESOLVED that pursuant to Paragraph 6, Section 5/4-10, Chapter 75 Illinois Compiled Statutes, the Board of Library Trustees of the Village of Glen Ellyn at its meeting held September 19, 2016, determined that the amount of money which in its judgment it will be necessary to levy for all library purposes for its fiscal year January 1, 2017 to December 31, 2017 is:

\$4,037,555

of which the sum of the total for corporate purposes is **\$3,696,955** and the total for special levies is **\$340,800**. It is requested that such amount be included in the tax levy ordinance to be adopted by the Trustees of the Village of Glen Ellyn for tax year 2016, said levy to be made pursuant to Section 5/3-5 of said Chapter 75 and pursuant to the provisions of the Illinois Municipal Code, such amount to be received by the Library during fiscal year January 1, 2017 to December 31, 2017.

RESOLVED that pursuant to Paragraph 6, Section 5/4-10, Chapter 75, Illinois Compiled Statutes, the Board of Library Trustees of the Village of Glen Ellyn, at its meeting held September 19, 2016, determined that the fiscal requirements of the Library for its fiscal year January 1, 2017 to December 31, 2017 for corporate purposes are:

FY 2017 Operating Fund Appropriation	Corporate Tax Levy Tax Year 2016	Other Revenue Sources
---	---	-----------------------------

Salaries-Regular	\$1,940,000	\$1,920,000	\$20,000
Salaries-Overtime	\$13,000	\$10,900	\$2,100
Employee Insurance	\$270,000	\$242,000	\$28,000
Recruiting & Testing	\$500	\$300	\$200
Dues & Memberships	\$5,000	\$3,000	\$2,000
Employee Education	\$50,000	\$35,000	\$15,000
Travel	\$500	\$100	\$400
Marketing	\$4,000	\$2,000	\$2,000
Professional Services - Village	\$5,000	\$3,000	\$2,000
Professional Services - Legal	\$8,000	\$4,000	\$4,000
Professional Services - Other	\$40,000	\$30,000	\$10,000
Property & Casualty Insurance	\$38,000	\$28,000	\$10,000
SUI Payments	\$8,000	\$0	\$8,000
Maintenance Services - Contracts	\$190,000	\$154,000	\$36,000
Maintenance Services -Capital R & R	\$520,000	\$510,000	\$10,000
Telecommunications	\$32,000	\$26,000	\$6,000
Utilities	\$19,000	\$13,000	\$6,000
Postage	\$18,000	\$15,000	\$3,000
Printing	\$25,000	\$22,000	\$3,000
Programs	\$85,000	\$70,000	\$15,000
Adult Materials	\$380,000	\$325,000	\$55,000
Youth Materials	\$95,000	\$85,000	\$10,000
Cancellation Refunds	\$1,000.00	\$500	\$500
Lost Materials	\$2,500	\$2,000	\$500
Office Supplies	\$55,000	\$46,155	\$8,845
Maintenance Supplies	\$21,000	\$15,000	\$6,000
Equipment	\$70,000	\$55,000	\$15,000
Automation Services	\$110,000	\$80,000	\$30,000
Total Corporate Fund Levy:	\$4,005,500	\$3,696,955	\$308,545

And request that such amounts be included in the 2016 Levy Ordinance to be adopted by the Trustees of the Village of Glen Ellyn, such money to be received during its fiscal year January 1, 2017 through December 31, 2017.

RESOLVED that pursuant to Section 5-5/8, Chapter 75, Illinois Compiled Statutes, the Library Board specifies that the unexpended balance of the proceeds from taxes levied for the purpose herein above received shall be accumulated and set aside, as a specific reserve fund, for any of the purposes set forth in Section 5/5-8, and it is further resolved that the Board will adopt a plan or plans for this fund, which may be amended as circumstances require.

RESOLVED that in addition to the request for levy for corporate library purposes, as approved September 19, 2016 the Library Board requests the following special levies be included in the 2016 Levy Ordinance of the Village of Glen Ellyn, pursuant to Paragraph 6, section 5-4-10, Chapter 75, Illinois Compiled Statutes, and Paragraph 6, Section 5-4-14, Chapter 75, and Paragraph 10/9-107, Chapter 745 and Paragraphs 5/7-169 and 5/21-110 of Chapter 401, of the same statutes, such money to be received during its fiscal year January 1, 2017 through December 31, 2017.

	FY 2017 Corporate Operating Fund Appropriation	Tax Levy Tax Year 2016	Other Revenue Sources
Social Security (FICA)	\$154,000	\$144,000	\$10,000
IMRF	\$189,000	\$179,000	\$10,000
Audit Services	\$6,300	\$5,800	\$500
Liability Insurance, Workers Compensation, Unemployment Compensation	\$13,000	\$12,000	\$1,000
Total Special Levies:	\$362,300	\$340,800	\$21,500
Total ALL Revenue Sources	\$4,367,800	\$4,037,755	\$330,045



2015 DU PAGE COUNTY*

REAL ESTATE TAX BILL

2015 Rate**	2015 Tax	%	District
3.7579	\$ 5,438	44.7%	Grade School District #41 ¹
2.5173	3,643	29.9%	High School District #87
0.5451	789	6.5%	Village of Glen Ellyn
0.4435	642	5.3%	Glen Ellyn Park District
0.3492	505	4.2%	Glen Ellyn Public Library
0.2786	403	3.3%	College of DuPage #502
0.1971	285	2.3%	DuPage County
0.1622	235	1.9%	DuPage Forest Preserve
0.1253	181	1.5%	Milton Township
0.0188	27	0.2%	DuPage Airport Authority
0.0111	16	0.1%	Glen Ellyn Mosquito District
8.4061	\$ 12,164		

* 2015 taxes were levied in December, 2015, and collected/remitted during 2016.

** Per \$100 of assessed value.

1. District 89 2012 rate was 3.501

Market Value = \$434,000

Assessed Home Value = \$144,700

FIVE YEAR HISTORY OF REAL ESTATE TAX BILL PERCENTAGES

District	2011	2012	2013	2014	2015
Grade School District #41 ¹	43.7%	45.3%	44.9%	45.0%	44.7%
High School District #87	29.4%	29.0%	29.4%	29.6%	29.9%
Village of Glen Ellyn	6.9%	6.6%	6.7%	6.5%	6.5%
Glen Ellyn Park District	5.4%	5.2%	5.2%	5.2%	5.3%
Glen Ellyn Public Library	4.3%	4.2%	4.2%	4.2%	4.2%
College of DuPage #502	3.6%	3.4%	3.5%	3.4%	3.3%
DuPage County	2.6%	2.4%	2.4%	2.4%	2.3%
DuPage Forest Preserve	2.1%	2.0%	2.0%	1.9%	1.9%
Milton Township	1.5%	1.5%	1.5%	1.5%	1.5%
DuPage Airport Authority	0.2%	0.2%	0.2%	0.2%	0.2%
Glen Ellyn Mosquito District	0.1%	0.1%	0.1%	0.1%	0.1%



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

Meeting: 11/14/16 07:00 PM
Department: Administration
Department Head: Al Stonitsch
Category: Award
Prepared By: Meredith Hannah

SCHEDULED

AGENDA ITEM (ID # 2510)

DOC ID: 2510

Motion to approve a Facade Improvement Award in the amount of \$15,000, and a Downtown Retail Interior Improvement Award in the amount of \$15,000, for a Brew Pub located at 486 Pennsylvania Avenue.

Background

Staff has been working with Jon With and John Lindstrom for nearly two years on opening a brew pub, Two Hound Red, in downtown Glen Ellyn. After long negotiations, Mr. With and Mr. Lindstrom have a contract in place to purchase the property at 486 Pennsylvania Avenue. The property is over 6,000 square feet of vacant space. The vacant space has been available for over five (5) years, since Schmid's Pharmacy closed in March 2011.

Two Hound Red brings an excellent restaurant and brewery team to downtown Glen Ellyn. The developers have presented sales projections for the Brew Pub at \$2.4 million annually. The project will include major renovations to the property including but not limited to a sprinkler system, new water service, increased electrical service and system, storefront windows and doors for façade enhancements and downtown Glen Ellyn's first rooftop dining opportunity.

Planning and Development staff have been working diligently with the developers to finalize their building plans and prepare for commission reviews. The developers have a closing date scheduled for the end of the year.

The Economic Development staff have been working with the developers on what their financial need and request will be. Staff has had the developer complete both the downtown retail interior improvement and façade award applications for the maximum amounts of \$15,000 each. In addition to the \$30,000, the developers are asking the Village Board to consider a sales tax rebate incentive to assist with the extenuating expenses with renovating this building. In addition to direct building improvements, the developer will need to tap new water and sewer lines to accommodate the increased water usage based on the new business and old service lines.

Award Background

The Downtown Retail Interior Improvement Award and Façade Award Programs were created to facilitate the private sector in making interior improvements that encourage new retail businesses or the retention of existing retail businesses in the Village. Approved projects are eligible for up to a maximum of \$15,000 per for façade and additionally interior improvements based on the following award scale per program:

Investment			Award
Low		High	
\$ 2,000.00	up to	\$ 3,499.00	\$ 1,000.00

\$ 3,500.00	up to	\$ 4,999.00	\$ 1,750.00
\$ 5,000.00	up to	\$ 7,499.00	\$ 2,500.00
\$ 7,500.00	up to	\$ 9,999.00	\$ 3,750.00
\$ 10,000.00	up to	\$ 12,499.00	\$ 5,000.00
\$ 12,500.00	up to	\$ 14,999.00	\$ 6,250.00
\$ 15,000.00	up to	\$ 17,499.00	\$ 7,500.00
\$ 17,500.00	up to	\$ 19,999.00	\$ 8,750.00
\$ 20,000.00	up to	\$ 24,999.00	\$10,000.00
\$ 25,000.00	up to	\$ 27,499.00	\$12,500.00
\$ 27,500.00	up to	\$ 29,999.00	\$13,750.00
\$ 30,000.00	up to	+	\$15,000.00

The Village Board approved \$125,000 for the downtown award programs (including the Downtown Interior Program, Façade Improvement Program and Fire Prevention Assistance Program) and \$30,000 for Roosevelt Road and Historic Stacy's Corners commercial district as part of the 2017 annual budget. One other awards have been approved for downtown businesses by the Village Board totaling \$3,750, there is \$121,250 in available funds remaining for downtown projects.

Issues

On October 1, 2016, the developer submitted the applications for the Façade and Downtown Interior Award Requests. The developer has outlined the initial improvement cost estimates to be \$431,500. Estimated costs for the water and sewer line upgrades have come in at an additional \$44,000.

Downtown Retail Interior Improvement Award Issues

The goal of the Village of Glen Ellyn Downtown Retail Interior Improvement Award Program is to strengthen the downtown shopping district by attracting new retail businesses, restaurants and by assisting existing retailers with eligible expansion plans in the downtown commercial district. Service businesses like art studios, fitness uses must include 25% of floor space of retail to be eligible. The program supports structural improvements and will not support decorative improvements. Additionally, applicants must plan to install a minimum of \$2,000 of material improvements.

Staff recognizes the following eligible interior award improvement costs outlined/identified in the application:

New 4" Water Service Line	\$ 18,000
New 6" Sewer Line	\$ 26,000
Asbestos Abatement	\$ 18,000
Plumbing	\$ 75,000
Electrical Service	\$ 45,000
Sprinkler System/Fire Alarm	\$ 30,000
Spray Foam	\$ 35,000
Total eligible expenses	\$247,000

Where the Downtown Interior Award Program allows for financial assistance for new retail space, staff is recommending \$15,000 in interior award funds. These improvements are consistent with the intent of the Award program.

Façade Award Issues

Façade Improvement Awards are available to all commercial properties in the Village. Eligible applicants include the owners of commercial buildings or commercial businesses. Work which qualifies for assistance through the Façade Improvement Award includes improvements to the exterior of a building which are visible from the public right-of-way and are permanent structural improvements. Eligible improvements include significant façade enhancements, new window systems or frame replacement and repair (excluding broken glass), exterior doors, exterior lighting, restoration of original architectural features, exterior building materials for building additions, or other permanent exterior enhancements to property consistent with the architectural integrity of the building and the Village's Appearance Review Guidelines. Additionally, applicants must plan to install a minimum of \$2,000 of material improvements.

Staff recognizes the following eligible façade improvement costs outlined/identified in the application:

Front Glass accordion doors	\$ 15,000
Window on west	\$ 4,000
Front façade	\$ 15,000
Front door	\$ 5,000
Total eligible expenses	\$ 39,000

Where the Façade Award Program allows for financial assistance for each new retail storefront, staff is recommending \$15,000 in façade award funds. These improvements are consistent with the intent of the Award program.

Proposal

The developer has been made aware of the various award programs the Village has and staff has discussed with her the following possible scenario:

1. Apply for the interior and façade award programs as established by the Village Board
Possible Assistance: Downtown Interior Improvement and Façade Award Programs, \$15,000 per award, up to \$30,000
2. Developer may ask to present to the Village Board to request additional Award funds or a sales tax rebate sharing initiative to assist in meeting their financial gap.

Funding

As approximately \$121,250 is remaining in the proposed 2017 budget (see attached summary), there are sufficient funds available for this request.

Action Requested

Staff recommends awarding up to \$30,000, via the Village's Award programs, this offers the developer some financial relief. This investment is consistent with the award program as outlined. The Village Board may approve the developer's request for a \$15,000 Downtown Interior Award and a \$15,000 Facade Improvement Award for the brew pub (total of \$30,000); OR approve a different Award amount; OR choose to deny the request.

Attachments

1. 486 Pennsylvania Award Applications
2. Award Budget Summary

ATTACHMENTS:

- Award Budget Summary 11-8-16 (PDF)
- 486 Pennsylvania Award Applications (PDF)

BUSINESS	APPLICANT NAME	ADDRESS	TYPE OF AWARD	DATE RECEIVED	DATE OF APPROVAL	AMOUNT REQUESTED	AMOUNT APPROVED	AMOUNT PAID
FY 2017 - \$155,000 Total Funds Available								
Oak & Steel	Dana Reese	480 N Main Street	Fire	10/13/2016		\$ 3,750.00		
Two Hound Red	Jon With	486 Pennsylvania Ave	Interior	10/1/2016		\$ 15,000.00		
Two Hound Red	Jon With	486 Pennsylvania Ave	Façade	10/1/2016		\$ 15,000.00		
						\$ 33,750.00	\$ -	\$ -

*\$125,000 for downtown projects funded by TIF

** \$30,000 for Roosevelt Road and Historic Stacey's Corners façade awards

BUSINESS	APPLICANT NAME	ADDRESS	TYPE OF AWARD	DATE RECEIVED	DATE OF APPROVAL	AMOUNT REQUESTED	AMOUNT APPROVED	AMOUNT PAID
FY 2016 - \$130,000 Total Funds Available								
JAYNE*	Craig B. Cohen	476 N. Main Street	Façade	1/11/2016	2/16/2016	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
JAYNE*	Joseph Costello	476 N. Main Street	Fire Prev	2/16/2016	3/22/2016	\$ 3,750.00	\$ 3,750.00	\$ 2,500.00
Ramco 450 LLC**	Brian Blizzard	575 - 581 E Roosevelt	Façade	3/8/2016	5/28/2013	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
Deacon & Mercy*	Gary Danno	430 N Main Street	Façade	4/1/2016	4/25/2016	\$ 5,000.00	\$ 5,000.00	\$
Crepe House*	Ilirjan Jankulla	548 Crescent Boulevard	Interior	4/13/2016	4/25/2016	\$ 8,750.00	\$ 8,750.00	\$ 8,750.00
Stam*	Liz Mager	530 Pennsylvania	Interior	6/1/2016	6/20/2016	\$ 15,000.00	\$ 15,000.00	
Stam*	Liz Mager	530 Pennsylvania	Façade	6/1/2016	6/20/2016	\$ 15,000.00	\$ 15,000.00	
Designstorms*	Liz Mager	530 Pennsylvania	Interior	6/1/2016	6/20/2016	\$ 15,000.00	\$ 15,000.00	
Designstorms*	Liz Mager	530 Pennsylvania	Façade	6/1/2016	6/20/2016	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
The Beer Cellar	David Hawley	488 Crescent Boulevard	Interior	8/31/2016	9/12/2016	\$ 8,750.00	\$ 8,750.00	
481 N Main	Rich Somolik	481 N Main Street	Fire Prev	9/7/2016	9/26/2016	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Glen Art Theatre	Eric White	540 Crescent Boulevard	Fire Prev	9/7/2016	9/26/2016	\$ 15,000.00	\$ 15,000.00	
Oak & Steel	Dana Reese	480 N Main Street	Façade	10/13/2016		\$ 10,000.00		
						\$ 129,750.00	\$ 119,750.00	\$ 49,750.00

*\$100,000 for downtown projects funded by TIF

** \$30,000 for Roosevelt Road and Historic Stacey's Corners façade awards

Deacon & Mercy closed August 25. Their funds were never distributed and have been placed back in available funds.

BUSINESS	APPLICANT NAME	ADDRESS	TYPE OF AWARD	DATE RECEIVED	DATE OF APPROVAL	AMOUNT REQUESTED	AMOUNT APPROVED	AMOUNT PAID
FY 2015								
Ramco 450 LLC	Brian Blizzard	575 - 581 E Roosevelt	Façade	1/13/2015	2/9/2015	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00
GLBRT 479 LLC	Jay Gilbert	479 N Main Street	Fire Prev	3/4/2015	3/23/2015	\$ 6,250.00	\$ 6,250.00	\$ 6,250.00
Marché	Jill Foucré	496 N. Main Street	Façade	5/19/2015	6/8/2015	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Banyan Tree Mall	Ken Lubowich	485 N. Main Street	Interior	5/28/2015	6/8/2015	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Marché	Jill Foucré	496 N. Main Street	Interior	7/29/2015	8/17/2015	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Re:New	Rich Somolik	483 N. Main Street	Interior	9/3/2015	9/28/2015	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
M & Em's	Jonathan Goldsmith	460 N. Main Street	Interior	9/14/2015	9/28/2015	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
M & Em's	Jonathan Goldsmith	460 N. Main Street	Façade	9/14/2015	9/28/2015	\$ 10,000.00	\$ 10,000.00	
Main Street Pub	Kevin Hahn	466 N. Main Street	Façade	10/1/2015	10/12/2015	\$ 13,750.00	\$ 13,750.00	\$ 13,750.00
Main Street Pub	Kevin Hahn	466 N. Main Street	Interior	10/1/2015	10/12/2015	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
						\$ 127,500.00	\$ 127,500.00	\$ 117,500.00

BUSINESS	APPLICANT NAME	ADDRESS	TYPE OF AWARD	DATE RECEIVED	DATE OF APPROVAL	AMOUNT REQUESTED	AMOUNT APPROVED	AMOUNT PAID
----------	----------------	---------	------------------	---------------	---------------------	---------------------	--------------------	----------------

SY 14

TMC ²	Thomas & Sue Martin	450 Duane Street	Façade	5/29/2014	6/9/2014	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
A Toda Madre	Patrick Neary	499 Main Street	Interior	8/4/2014	8/11/2014	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Busy Bee Barber	Dennis Etheridge	417 Main St	Façade	9/30/2014	10/13/2014	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00
						\$ 16,750.00	\$ 16,750.00	\$ 16,750.00

BUSINESS	APPLICANT NAME	ADDRESS	TYPE OF GRANT	DATE RECEIVED	DATE OF APPROVAL	AMOUNT REQUESTED	AMOUNT APPROVED	AMOUNT PAID
FY 13/14								
Bird on a Wire Studio	Kathryn Alcock/Megan Swadley	492 Main	Façade	1/9/2013	5/15/2013	\$ 853.50	\$ 853.50	\$ 853.50
School of Rock	J. Brandon Turner	536B Crescent	Façade	4/25/2013	5/28/2013	\$ 771.50	\$ 771.50	\$ 771.50
Oberweis	Joe Oberweis	515 Roosevelt	Façade	8/6/2012	10/22/2012	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
PS Flowers/Suki Salon	Patty Sorenson/Susan Madonin	522-526 Hillside	Façade	4/13/2013	5/28/2013	\$ 2,065.00	\$ 2,065.00	\$ 2,215.00
535 Penn L.L.C.	Thomas LaMantia	535 Pennsylvania	Interior	8/14/2013	9/9/2013	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
535 Penn L.L.C.	Thomas LaMantia	535 Pennsylvania	Façade	8/14/2013	9/9/2013	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Made In Italy Trattoria	Ippolita Basile	476 Forest	Façade	8/23/2013	9/9/2013	\$ 529.00	\$ 529.00	\$ 529.00
Peanut Butter Planet	Frank Pecora	546 Crescent Blvd	Interior	11/21/2013	1/13/2014	\$ 9,373.50	\$ 9,373.50	\$ 9,373.50
Peanut Butter Planet	Frank Pecora	546 Crescent Blvd	Façade	11/21/2013	1/13/2014	\$ 10,462.50	\$ 10,462.50	-
Olive 'n Vinnie's	Karen & Gary Evensen	449 Main Street	Interior	1/13/2014	1/27/2014	\$ 3,503.45	\$ 3,503.45	\$ 3,503.45
RISE	Aaron Sullivan	499 Pennsylvania Ave	Interior	3/24/2014	4/28/2014	\$ 15,000.00	\$ 11,400.00	\$ 11,000.00
Olive 'n Vinnie's*	Karen & Gary Evensen	449 Main Street	Façade	3/25/2014	4/14/2014	\$ 4,598.00	\$ 4,598.00	\$ -
						\$ 92,156.45	\$ 88,556.45	\$ 73,245.95

*2/1/2016 decided to not move forward with the window replacement.

BUSINESS	APPLICANT NAME	ADDRESS	TYPE OF GRANT	DATE RECEIVED	DATE OF APPROVAL	AMOUNT REQUESTED	AMOUNT APPROVED	AMOUNT PAID
FY 10/11								
Marcel's	Jillian Foucre	490 N. Main	Interior	1/9/2011	1/20/2011	\$ 20,000.00	\$ 20,000.00	\$ 17,659.00
Marcel's	Jillian Foucre	490 N. Main	Façade	6/8/2011	6/27/2011	\$ 10,000.00	\$ 10,000.00	\$ 12,341.00
						\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
FY 11/12								
Gratto		433 Main	Façade		11/18/2010	\$ 10,000.00	\$ 10,000.00	\$ 9,930.00
Costello	Joe Costello	474 N. Main	Interior	6/20/2011	6/27/2011	\$ 20,000.00	\$ 15,000.00	\$ 15,000.00
Key Investment	Jeanine Valdez	462 Park	Façade	6/22/2011	7/25/2011	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00
Northside Grill	Dan Sronkoski	499 Pennsylvania; #D	Façade	7/8/2011	11/14/2011	\$ 526.00	\$ 526.00	\$ 526.00
Northside Grill	Dan Sronkoski	499 Pennsylvania; #D	Interior	10/14/2011	11/14/2011	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00
Subway	Suryakant Patel	572 Crescent	Interior	10/3/2011	11/14/2011	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Subway	Suryakant Patel	572 Crescent	Façade	10/3/2011	not approved	\$ -	\$ -	
						\$ 68,026.00	\$ 58,026.00	\$ 57,956.00
FY 12/13								
Katy's Boutique	Katy Balabinis	427 Main	Façade	3/27/2012	5/14/2012	\$ 4,071.00	\$ 4,071.00	\$ 4,071.00
AliKat	Sandra Moore	499 Pennsylvania; #B	Interior	4/11/2012	5/14/2012	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Papier Girl	Lesley Vesevick	413 Main	Interior	4/11/2012	5/14/2012	\$ 14,550.00	\$ 14,550.00	\$ 14,550.00
Run Today	Paul O'Neill	515 Crescent	Façade	6/7/2012	8/20/2012	\$ 671.50	\$ 671.50	\$ 671.50
Run Today	Paul O'Neill	515 Crescent	Interior	6/7/2012	8/20/2012	\$ 14,373.84	\$ 11,706.00	\$ 11,706.00
Flour+Wine	Michael Vai	433 Main	Interior	9/9/2012	8/8/2012	\$ 8,485.64	\$ 6,670.37	\$ 6,670.37
Blackberry Market	Anna Davidson	401 Main	Interior	10/4/2012	11/12/2012	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Larc Jewelers	Jay Gilbert	479 Main	Façade	3/25/2011	4/16/2012	\$ 1,876.00	\$ 1,876.00	\$ 1,580.84
Treasure House	Theresa Nihill	479 Pennsylvania	Façade	7/13/2012	7/19/2012	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
Elite Eyewear	Tracy Hortatsos	413 Main	Façade	10/16/2012	11/12/2012	\$ 543.00	\$ 543.00	\$ 543.00
The Stand	Lisa Demos	542 Crescent	Interior	2/4/2013	2/11/2013	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
The Stand	Lisa Demos	542 Crescent	Façade	2/4/2013	2/11/2013	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
						\$ 111,570.98	\$ 107,087.87	\$ 106,792.71

VILLAGE OF GLEN ELLYN
Downtown Retail Interior Improvement Award

REQUIRED SUBMITTALS WITH APPLICATION:

- Signed lease, committing to minimum of a 3-year lease term is required for all new and relocating businesses (if a lease has not yet been signed, disbursement of the approved funds will be contingent on the Village receiving a signed lease).
- Signed vendor contract(s) with detailed costs for each proposed improvement.
- Consent from the building owner for proposed improvements, by signature on the attached form.
- Digital photos depicting the interior areas where proposed improvements will take place.
- Completed IRS Form W-9 Request for Taxpayer Identification Number and Certification
- A narrative or current Business Plan that addresses the following:
 - Description of your business and the related industry.
 - Features and advantages of your product and how improvements sought will improve the business and/or benefit Village.
 - List any unusual or unexpected difficulties faced in making the proposed improvements or completing the work.
 - Credentials and experience of business owner.
 - Market research and analysis including a definition of your current or anticipated customers and where they come from. May also include information on future customer markets as a result of interior improvements (i.e. will improvements attract new customers).
 - Describe or demonstrate why these improvements would not take place "but for" the award program.

BUSINESS OWNER INFORMATION:

Business Owner Name: Two Hound Red Jon With
Home Address: 2915 Kelly Dr Elgin IL 60124
Business Name: Two Hound Red
Business Address: 486 Pennsylvania
Business Phone: 630 337 6520 Fax: —
Home Phone: 630 337 6520 Email: jon.pwith@gmail.com

If tenant, what is the expiration date of your current lease? _____

If buyer under contract or tenant, who is the property owner? _____

Property Owner Name: Glen Ellyn Brewing LLC

Property Owner Address: 486 Pennsylvania

Property Owner Phone: 630 337 6520 Property Owner Fax: _____

Property Owner E-mail: jon.p.witz@gmail.com

DESCRIPTION OF PROPOSED IMPROVEMENTS

see attached

ITEMIZED ACTIVITY DESCRIPTION

COST

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

TOTAL PROJECT COST:

AMOUNT OF AWARD REQUESTED:

15000 -

APPLICATION CERTIFICATION

I, the undersigned, certify that I have read the program description and requirements for the Village of Glen Ellyn Downtown Retail Interior Improvement Award Program. I certify that all information provided herein is true and accurate to the best of my knowledge. I understand that the improvements described in this application must receive all required permit approvals from the Village of Glen Ellyn prior to the commencement of construction. I further understand all eligible improvements identified in support of the award are permanent fixtures and will remain with the building.

Furthermore, I, the undersigned, my successors and assigns, hereby agree to save and hold harmless the Village of Glen Ellyn and any of its employees, officers and directors from all cost, injury and damage to any person or property whatsoever, any of which is caused by an activity, condition or event arising out of the performance, preparation for performance or nonperformance of any project improvement included in my award application. The above cost, injury, damage or other injury or damage incurred by or to any of the above shall include, in the event of an action, court costs, expenses of litigation and reasonable attorneys' fees. I understand that if my business closes or moves out of the Village of Glen Ellyn within 3 years I will be required to repay the Village in an amount as described on page 3 of the award packet.

Jon With
Applicant Name (PRINT)

Jon With
Applicant Signature

Date: 9-24-16

CONSENT FROM PROPERTY OWNER (Required if different from Applicant)

Property Owner Name (PRINT)

Property Owner Signature

Date: _____

*****Office Use Only*****

Application is: _____Approved _____Denied

Village President

Date

Economic Development Coordinator

Date

VILLAGE OF GLEN ELLYN
Retail Façade Improvement Award

REQUIRED SUBMITTALS WITH APPLICATION:

- Current digital photos of all building facades visible from the public right of way which will receive improvements
- A schematic drawing with enough detail to depict the proposed improvements
- Signed vendor contract(s) with detailed costs for each proposed improvement (excluding ineligible portions of improvements, e.g. lettering on awnings)
- Consent from the building owner for proposed improvements, by signature on the attached form
- Completed IRS Form W-9 Request for Taxpayer Identification Number and Certification
- A narrative as outlined below:
 - Description of proposed facade work including information about the proposed building materials and methodology for proposed changes.
 - Description of your business and the related industry.
 - Features and advantages of your product and how improvements sought will improve the business and/or Village.
 - Credentials and experience of business owner.
 - Any unusual or expected difficulties or hardships in making the proposed improvements.

BUSINESS OWNER INFORMATION:Business Owner Name: Jon WithHome Address: 2915 Kelly Dr Elgin IL 60124Business Name: Two Hound RedBusiness Address: 486 PennsylvaniaBusiness Phone: 630 337 6520 Fax: —Home Phone: 630 337 6520 Email: jon.p.with@gmail.com

If tenant, what is the expiration date of your current lease? _____

If buyer under contract or tenant, who is the property owner? _____

Property Owner Name: Glen Ellyn Brewing LLC

Property Owner Address: 486 Pennsylvania

Property Owner Phone: 630 337 6520 Property Owner Fax: _____

Property Owner E-mail: jon.p.wilk @ gmail . com

DESCRIPTION OF PROPOSED IMPROVEMENTS

see attached

ITEMIZED ACTIVITY DESCRIPTION

COST

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

TOTAL PROJECT COST:

AMOUNT OF AWARD REQUESTED:

15000 —

APPLICATION CERTIFICATION

I, the undersigned, certify that I have read the program description and requirements for the Village of Glen Ellyn Retail Façade Improvement Award. I certify that all information provided herein is true and accurate to the best of my knowledge. I understand that the improvements described in this application must receive all required permit approvals from the Village of Glen Ellyn prior to the commencement of construction.

Furthermore, I, the undersigned, my successors and assigns, hereby agree to save and hold harmless the Village of Glen Ellyn and any of its employees, officers and directors from all cost, injury and damage to any person or property whatsoever, any of which is caused by an activity, condition or event arising out of the performance, preparation for performance or nonperformance of any project improvement included in my award application. The above cost, injury, damage or other injury or damage incurred by or to any of the above shall include, in the event of an action, court costs, expenses of litigation and reasonable attorneys' fees. I understand that if my business closes or moves out of the Village of Glen Ellyn within 3 years I will be required to repay the Village in an amount as described on page 3 of the award packet.

Jon Wirth
Applicant Name (PRINT)

Jon Wirth
Applicant Signature

Date: 9-24-16

CONSENT FROM PROPERTY OWNER (Required if different from Applicant)

Property Owner Name (PRINT)

Property Owner Signature

Date: _____

*****Office Use Only*****

Application is: _____Approved _____Denied

Village President

Date

Economic Development Coordinator

Date

Glen Ellyn Brewing Co.

Business Plan



“An American craft brewery, combining the finest ingredients with traditional brewing methods to produce high quality ales and lagers”

Contact Information

Jon With

Ph: 630-337-6520

Email: jon.p.with@gmail.com

John Lindstrom

Ph: 847-508-0217

Email: johna.lindstrom@gmail.com

Table of Contents

EXECUTIVE SUMMARY	2
DESCRIPTION OF BUSINESS.....	5
INDUSTRY ANALYSIS	6
DESCRIPTION OF FINANCIALS.....	9
LOCATION INFORMATION	11
MANAGEMENT AND OPERATION PLAN.....	12
COMPETITION	13
APPENDIX A - Résumés	14
APPENDIX B - Financial Plan.....	18
APPENDIX C – Demographics.....	18
APPENDIX D – Sample Menu.....	20
APPENDIX E – Brewing Equipment Quotes.....	22

EXECUTIVE SUMMARY

GEBC is a new brew pub located in the heart of downtown Glen Ellyn, IL. GEBC will create world-class craft beer in a family friendly gastro-pub environment. GEBC is an American craft brewery, combining the finest ingredients with traditional brewing methods to produce high quality ales and lagers. The menu will focus on simple quality food, with a farm to table concept including gluten free and vegetarian items. With its downtown location and proximity to the train and local shopping, GEBC will be the place to meet up with friends, family and business associates. GEBC plans to begin business with a 15 barrel brewing system capable of providing product both in house and select regional industry partners.

Craft brewing is exploding in the US. For the first time ever, in 2014, craft brewing eclipsed the 10% mark for US market share with 11% of the market. Craft brewers produced 22.2 million barrels of beer in 2014. This volume results in \$19.6B in revenue and almost 20% of the market by revenue. This is a 22% growth in revenue year over year. In 2014, the number of operating craft brew businesses grew by 19%, which includes 615 new breweries and 46 closings.

Glen Ellyn, situated in the western suburbs of Chicago, is an affluent and tight-knit community with an appetite for finer food and beverages. Downtown Glen Ellyn offers a home town, yet progressive feel with a good mix of shopping, gourmet food, and studios all within walking distance of ample parking and the commuter rail station. The rise of craft beer appreciation in the US, Illinois and Chicagoland is indisputable. Glen Ellyn has an established business district with quality yet, limited restaurants and drinking options. The success of new breweries throughout the western suburbs, along with the lack of competition in both restaurants and breweries near to downtown, lends that Glen Ellyn is a perfect location for a successful brew pub. GEBC plans to rehabilitate a downtown location close to recent success story, A Toda Madre. The success of A Toda Madre and other downtown eating, drinking, and shopping establishments will provide ample overflow and walk-in business for GEBC.

GEBC will fill a void in Glen Ellyn by providing locally crafted beers paired with a simple yet sophisticated, locally sourced menu. In addition to in house sales, GEBC will utilize industry contacts to sell beer to select partners throughout the Chicagoland area. We have letters of intent from several local businesses promising to sell GEBC product once it becomes available.

GEBC will pair Jon With's proven success in restaurant and bar creation with Ken Grommon's 18 years of brewing experience, to create a regionally renowned business that has the capability, know-how, and resources to become the next big name in Chicago's craft beer industry.

GEBC will be contracting Michael Kizer of goodbeerhunting as marketing consultant for the brew pub. Goodbeerhunting will work with GEBC to establish the name, refine the vision, create the branding, designs, and marketing strategy for the business. Michael is well known and respected in the craft beer scene and his product strategy business goodbeerhunting has been involved in multiple successful breweries including Solemn Oath in Naperville.

Craft beer is a multi-billion dollar business in the US. GEBC plans to leverage this demand. Simple quality, customer service, and execution will be the ideals that drive our business.

GEBC will craft many styles of beer, but will also have 6-8 always available brews that will drive brand recognition and familiarity. In addition to these standard beers, we plan to have an additional 4 specialty beers on tap that will rotate based on season.

Jon With has been in the industry for the better part of 50 years. He has been involved with two Francesca's, GM/Partner for Francesca's by The River and Partner at Francesca's Dundee Campagna, co-owner of Bistro Thai (Geneva, IL), GM/partner at Wildwood (Geneva, IL) and is the managing partner of Gammon Coach House (Batavia, IL). Gammon is a craft beer bar that is wildly successful and has carved out a niche in the Batavia community. Jon is an industry veteran with proven success establishing restaurants that have become part of the fabric of the communities they serve.

Kenny Grommon has 18 yrs of brewing experience. Kenny began brewing in CO where we spent time at multiple breweries honing his craft. This allowed Kenny to learn under a number of different brewers, brewing many different styles of beer, on many different types of equipment. While in CO. he won several Gold Medals at various brewing competitions. Most recently Kenny has served as lead brewer at Two Brothers for the last 4 yrs.

Our financial projections show a conservative, yet impressive return year over year. Despite conservative estimates for average plate and per week sales, GEBC plans to be profitable year one. GEBC will pay back initial investors with 65% of all profits (excluding any debt/loan commitments) until all initial investors are whole. The projections show initial investors can recoup 100% of their money by year 3. These returns are possible due to strong in-house beer sales, proper staffing and resource allocation, as well as weekly outside keg sales.

DESCRIPTION OF BUSINESS

GEBC is an American craft brew pub combining the finest ingredients with traditional brewing methods to produce high quality ales and lagers. Gaining acceptance and becoming part of the Glen Ellyn community is critical to success. GEBC will participate in local festivals and charity events which will help ingrain the business into the community.

GEBC Brewing Company, an Illinois based LLC which will be headquartered in Glen Ellyn, IL. This is a startup brew pub. We are scheduled to open for business by Q4 of 2016.

Our intention is to right size the business. We will brew our beer on a brand new 15 barrel (bbl.) system purchased from Crawford Company of Rock Island, IL. This system will give us economies of scale while maintaining quality. The 15bbl brew house will provide GEBC with capacity to both supply in house beer sales as well as local Chicagoland businesses. Our beer will be distributed by Heartland Beverage. We show a conservative estimate of 30kegs per week sold via distribution. It is important that customer satisfaction is always held to a high standard. We will be selling a higher quality product, at a reasonable price.

In small batches, the quality of the beer is easily maintained and monitored. The risk of loss due to inferior quality beer from contamination and the use of stale ingredients can be eliminated, and less space is required to maintain operations and storage of raw materials and final product.

GEBC will produce a wide range of products; however will begin with 6-8 standard products that will be available at all times. This will help to drive brand awareness and create familiarity. In addition, we plan to have 4 specialty products available on a rotating and seasonal basis. This will give GEBC the flexibility to experiment with different styles and collaborate with other breweries to give our regular customers something new every time they come in.

In addition to the brewery, GEBC will focus on a locally sourced, farm to table concept for its menu. The menu will be simple, yet classy, befitting Glen Ellyn and the clientele we will attract. A sample menu can be found in Appendix D. This menu will include bar snacks, small and large plate, sandwiches, pizza and nightly specials. We will have several gluten-free and vegan options as well as a children's menu that will make GEBC the place to go for local families.

Finally, GEBC will have a high end cocktail program and simple, yet sophisticated wine offerings by the glass and bottle.

INDUSTRY ANALYSIS

U.S. BEER SALES VOLUME GROWTH 2014

**OVERALL
BEER**
0.5%
197,124,407 bbls

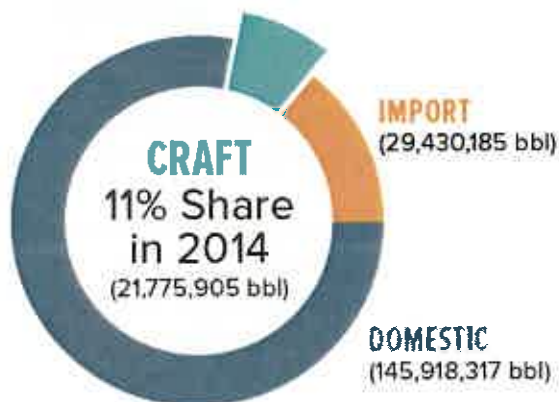
17.6%
CRAFT
21,775,905 bbls

**IMPORT
BEER**
6.9%
29,430,185 bbls

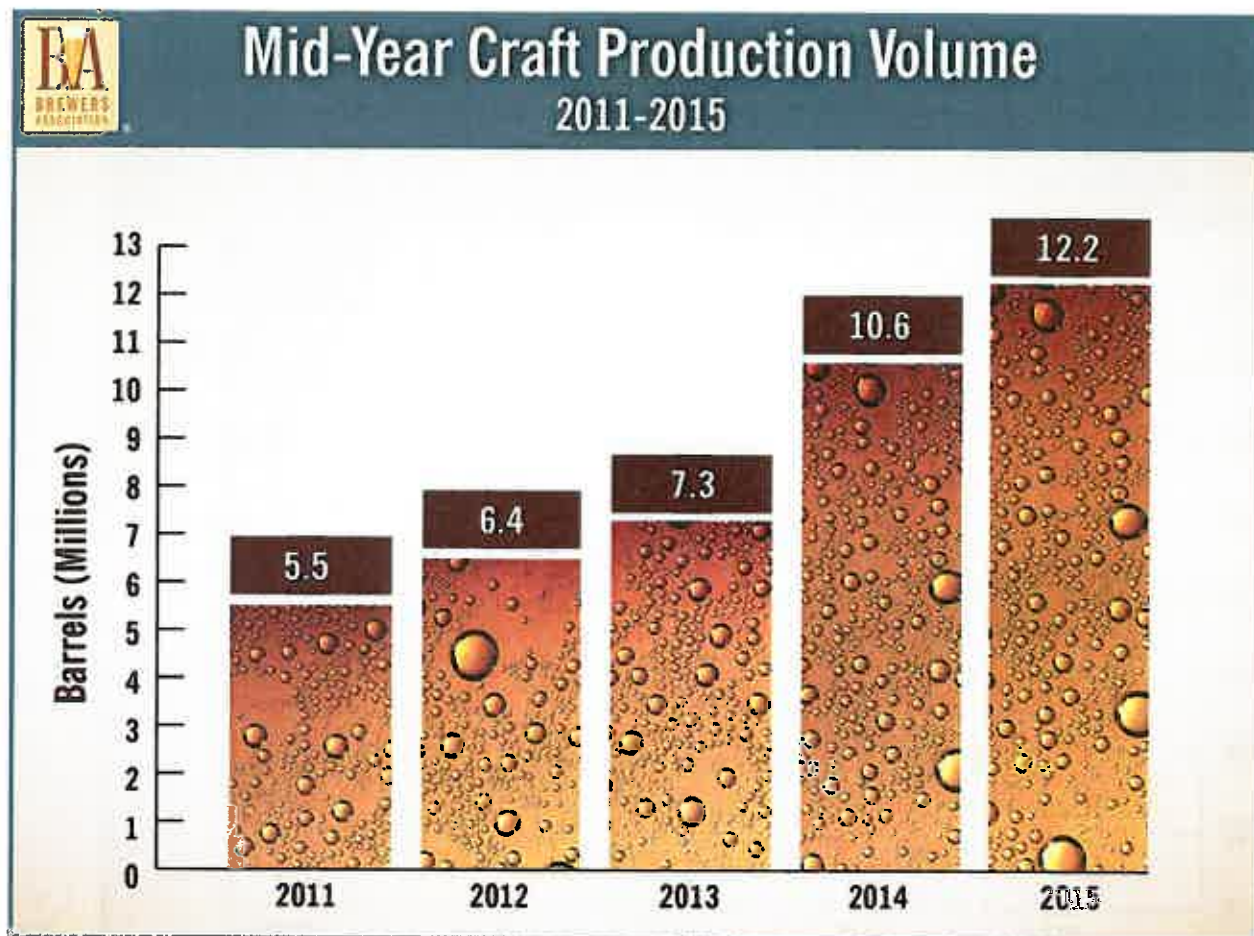
36%
**EXPORT
CRAFT
BEER**
383,422 bbls

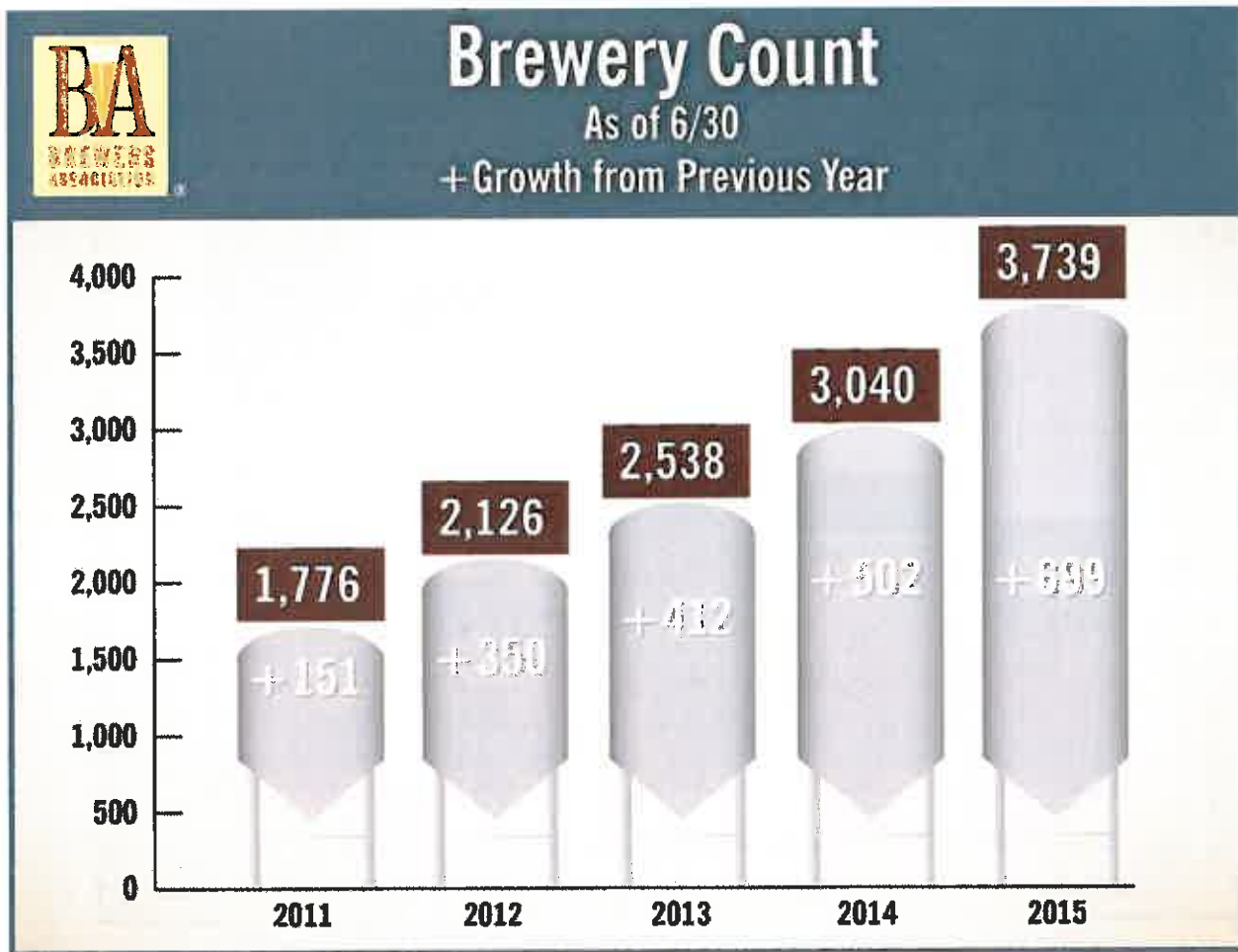
OVERALL BEER MARKET
\$101.5 BILLION

CRAFT BEER MARKET
\$19.6 BILLION
22% DOLLAR SALES GROWTH



Source: Brewers Association, Boulder, CO





THE STATE OF ILLINOIS

- Breweries per Capita: 32nd
- Number of Breweries: 11th (103)
- Barrels Brewed: 13th
- Barrel Growth: 4th

Description of Financials

GEBC estimates it will take \$2.0M of initial startup capital to get the business up and running. We plan to obtain a SBA 504 loan for \$1.85M to cover the expenses shown in chart 1. These costs include Equipment, Construction, Building, and professional fees. This leaves \$300-400k of working capital to ensure the business gets started on the right foot. In total, GEBC has raised \$600k to cover the \$375k SBA equity requirement and the non-SBA covered working capital. The \$600k was raised via sale of a 30% equity stake. Investors are local to Glen Ellyn and the surrounding area. Detailed financials can be found in the Appendix B.

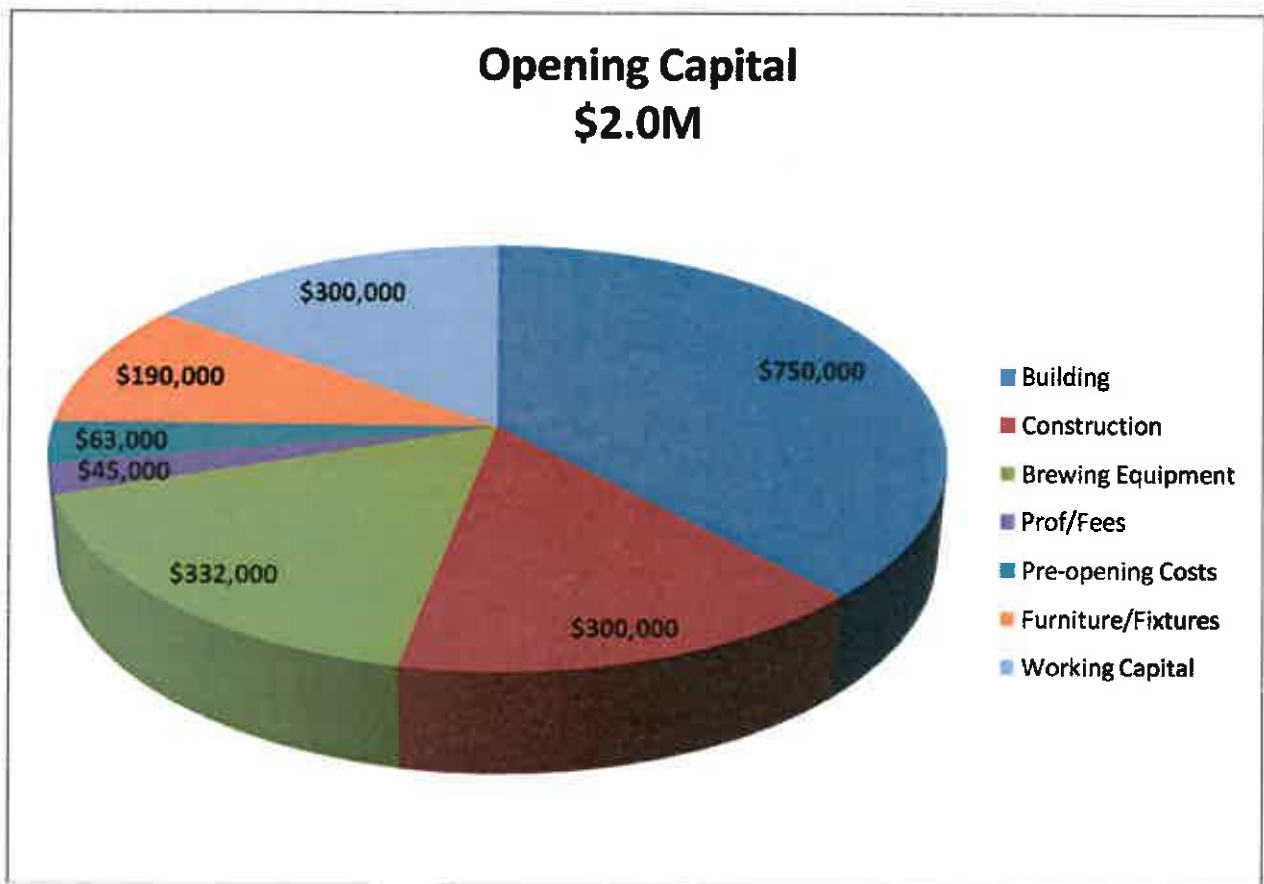


Chart 1. Capital breakdown

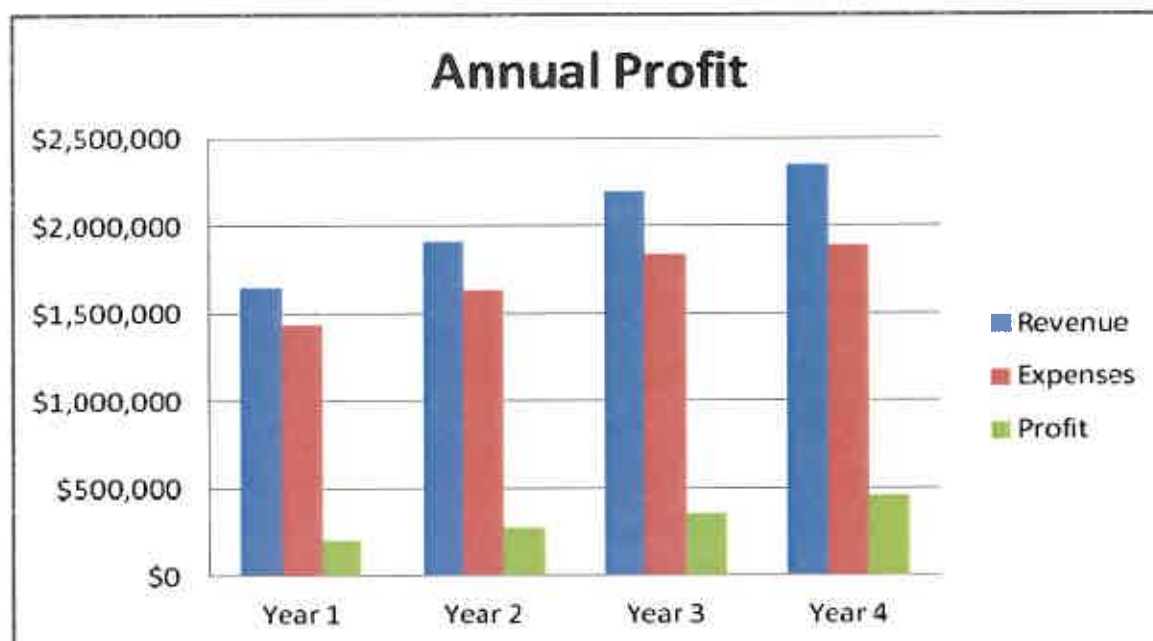


Figure 1 – Total Net Profit after tax.

LOCATION INFORMATION

GEBC plans to purchase the building known as 486 Pennseylvania Ave Glen Ellyn, IL. This is a 6,250 sq/ft building with barrel-truss roof. Addition on the front of the building will be redesigned to support an open-air concept. GEBC also plans to offer outdoor seating on what we will call the Back Porch by repurposing the rooftop area on the back of the property.



MANAGEMENT AND OPERATION PLAN

Development Process

Jon With is the co-founder, President for GEBC. Jon will be responsible for:

- Employee scheduling
- Inventory management and procurement
- Marketing and Advertising management
- New employee training

As Brewer, Ken Grommon will be responsible for the craft brew process. His responsibilities include:

- Brewing process data logging
- Equipment cleaning and sanitation
- Yeast collection, storage and propagation
- Recipe development and testing
- Instrument calibration
- Quality process management

The services of a CPA will be employed to oversee the daily cash flow, payroll, benefits, financial statement reporting and any other accounting needs for the company.

A water treatment filtration/process will be installed to help keep a consistent and clean water profile. The brewery is designed to ensure the complete brewing process can be completed by a single person with safety considerations.

Inventory Management

Brewing software will be used to track raw material inventory. The software will deduct what ingredients are used and in what quantities. These numbers will be deducted from the amount maintained in inventory and a report will be generated when raw ingredients need to be ordered.

For equipment, office inventory and cleaning products, an Excel spreadsheet will be used to maintain those inventories. Reports can be generated monthly from these spreadsheets that will help maintain our cash flow reports.

COMPETITION:

Breweries Glen Ellyn

Untitled layer

-  Lunar Brewing Co
-  Two Brothers
-  Emmett's Brewing Company
-  Two Brothers Tap House
-  Church Street Brewing Company
-  Noon Whistle Brewing
-  Solemn Oath Brewery
-  Emmett's Brewing Company
-  Dry City Brew Works
-  Glen Ellyn
-  Penrose Brewing Company



APPENDIX A – Resumes**Jon With**

St. Charles, IL
630-337-6520
jon.p.with@gmail.com

Experience:

Francesca's by the River St. Charles, IL 1998
GM/Partner

- Located property, negotiated purchase.
- Oversaw construction
- Hired and trained staff
- Managed restaurant

Francesca's Campagna Dundee, IL 2001
Partner

- Located property, negotiated lease
- Oversaw construction
- Hired and trained staff
- Hired mgmt and oversaw operations

Bistro Thai Geneva, IL 2003
Co-owner

- Located property, negotiated lease
- Designed restaurant, hired and oversaw sub-contractors
- Hired and trained staff
- Oversaw operations

Wildwood Steak House Geneva, IL 2005
Partner/GM

- Located property, negotiated purchase.
- Oversaw construction
- Hired and trained staff
- Managed restaurant

Gammon Coach House Batavia, IL 2011
Managing Partner

- Located property, negotiated purchase.
- Oversaw construction
- Hired and trained staff
- Managed restaurant

Kenneth R. Grommon

2 S 701 Bliss Rd. Sugar Grove, IL 60554

303-453-9531

Kennyg76@outlook.com

Objective:

To work with others who share the same passion for beer. To gain and share knowledge of beer and the brewing industry. To help grow a brewery into a productive facility with quality and consistency in mind

Qualifications:

- 17 years of brewing experience
- 2500+ brews managed for professional breweries
- Numerous medals at State Fairs, FOBAB (Festival of Barrel-Aged Beers), GABF (Great American Beer Festival), and World Beer Cup.

Experience:**Two Brothers Brewing Co. Warrenville, IL****April 2011-Current****Lead Brewer**

- First employee Two Brothers ever hired from outside company
- 1200+ Brews on a 4 vessel, semi-automated Newlands 50 bbl. Brew house
- Brewing, yeast handling, management of hard pipe configurations in brew house.
- Since my arrival in the Spring of 2011, Two Brothers has won 7 medals. Prior to my employment here, they had received 3.
- 2011-Bronze GABF-Lager Bronze-FOBAB
- 2012-Silver GABF-Wheat Bronze-GABF-Country Ale(Farmhouse)
- 2013-Silver-GABF-Wheat
- 2014-Gold-GABF-Barrel Aged Sour-Gold-World Beer Cup-Country Ale(Farmhouse)

Grand Lake Brewing Co. Grand Lake, CO**August 2006-April 2009****Brewer**

- 500+ Brews on 7 Bbl system 2 Vessel turnkey
- Everything in the brewing process from grain/hop/yeast order to packaging and delivery
- Recipe formulation and collaboration
- Beer name and description for brewery/ Label designs
- Managed the bar (28 seats, approx 8 part time employees)
- Design and construction of expansion of brewery
- We were the highest elevated micro brewery in the country (8396 ft.)
- 14 medals between Eric and I from bronze to gold (Colorado State Fair and GABF)
- Beer line consisted of German Helles, American Wheat, American Amber, English Pale, American IPA, English Brown, numerous styles of stouts, ESB, American Barley Wine,

Scottish Ale, Imperial IPA and Red as well as a spin off beer shaped after a tawny port.

Bull and Bush Brewing Co. Denver, CO
Brewer

March 2002-October 2006

- 500+ Brews on 7 Bbl 2 Vessel Old Cheese Tanks Open vessels
- Everything in brewing process from grain/hop/yeast order to packaging and delivery
- Recipe formulation and collaboration
- Learned a lot about Barrel aging here. At all times we had probably 10 beers in wood
- Learned a lot about cask conditioning here as well.
- Bar had 3 beer engines rotating 8 styles traditional English and American session beers to Big Beers (9% and up) as well as 3 different Belgian lambic strains
- 11 medals, as well as two write ups in Best of Denver for best Brew Pub and Best Cask Conditioned Beer (Colorado State Fair, GABF and World Beer Cup)

Brewer Rockies Brewing Co Boulder, CO
Assistant Brewer

August 2001-January 2002

- 120-150 Brews on traditional 50 Bbl 3 Vessel
- All brewing and cellar work

H.C. Berger Brewing Co. Ft. Collins, CO
Assistant Brewer

1999/2000-August 2001

- 50-75 Brews on 50 Bbl Newlands 2 vessel
- All cellar and brew house duties
- Won Silver Medal at GABF

Other Experience:

- Most of the breweries filtered their beers. I have experience on D.E. as well as plate and frame filters.
- Yeast counting, forklift operation, warehousing, etc.
- When problems do arise with equipment I have learned and am able to repair most problems.
- Network of industry contacts available as resource.

References:

Eric Kohl 970-531-9203
Gabe Moline 303-759-0333
Chad Hatlestad 970-214-3186
and is a former brewer

Grand Lake Brewing and HC Berger
Bull and Bush
Chad was my grain distributor, employer

John A. Lindstrom

2286 Hill Ln Batavia, IL 60510

847-508-0217

Johna.lindstrom@gmail.com**Experience:****OmniVision Technologies Santa Clara, CA** 2007-present**Director of Sales, Midwest/East Coast**

- Grew regional revenue from \$10M to \$200M+.
- Manage regional sales and field applications teams.
- Develop relationships with key decision makers at Fortune 500 businesses.

Flextronics Milpitas, CA 2005-2007**Field Applications Manager**

- Managed FAE team responsible for \$100M+ Motorola global account

Motorola, Inc Libertyville, IL 1999-2005
Sr. Mechanical Engineer**Education:****University of Illinois Urbana-Champaign, IL** 1995-2000
BS in Mechanical Engineering

APPENDIX B - Financial Plan

A complete and detailed Financial Projection report is located under the Excel filename: *GEBC-Financials.xlsx*

APPENDIX C – Demographics

The Village of Glen Ellyn, located in the heart of DuPage County, is uniquely positioned for businesses looking to open and thrive in a vibrant, prosperous community. Home to the College of DuPage and close to many Fortune 500 companies, Glen Ellyn households within a 1-mile radius of the downtown have an average household income of over \$113,000 and a median disposable income of around \$77,000 – the right customers for new business.

In addition to the more than 100 shops and 265,000 square feet of storefront inventory, downtown Glen Ellyn offers solid density of existing businesses and prime retail space for new business activity. Along Roosevelt Road, where over 45,000 vehicles pass through daily, offers over 715,000 square feet of commercial space. North of the downtown, Stacy's Corners serves as the Village's original commercial center and sees over 20,000 commuters daily. With a highly educated workforce, suburb location and high quality of life, it's no wonder Glen Ellyn is "The Jewel of the Western Suburbs."

Glen Ellyn

Demographics

Population

2019 Projection	28,762
2014 Estimate	28,180
2010 Census	27,450

Income

2013 Est Median	\$77,082
2013 Est Average	\$113,385

Households

2019 Projection	10,967
2014 Estimate	10,699
2010 Census	10,381

Glen Ellyn Downtown Metra Commuters

Weekday Boardings	1,665
Weekday Alightings	1,629

The downtown Glen Ellyn train station ranks among the top four for riders on the Metra Union Pacific (UP) West Line

Glen Ellyn Average Daily Traffic Vehicles Per Day**

Roosevelt Road	45,000
Stacy's Corners	20,000

*IDOT

Great Location

The Village of Glen Ellyn is optimally located 22 miles west of downtown Chicago at the geographic center of affluent DuPage County, Illinois.

Quality of Life

The Village of Glen Ellyn has everything you could ask for. Glen Ellyn takes pride in its numerous accomplishments and innovations, rich history, active business community and robust economic development initiatives, successful education community, and thriving cultural amenities. The Village of Glen Ellyn offers an authentic and ideal reflection of what a community is and aspires to be in the future – a “Jewel of the Western Suburbs.”

Our close proximity 23 miles west of Chicago has kept Glen Ellyn a bustling entity for residents, businesses and visitors alike, but it has maintained focus on independent growth with its own identity and achieved its status as an award-winning “Best Places to Live” by Money Magazine. The Village of Glen Ellyn has a quality of life that is unusual for a Village including its cultural, entertainment and recreation opportunities unique to the area.

APPENDIX D – Sample menu

snacks

Spicy Nuts	4
<i>house made spiced nuts with a kick</i>	
Brown Sugar Bacon	4
<i>Slagel Farms thick-cut bacon, brown sugar, cayenne</i>	
Smoked Jalapeno Hummus	6
<i>served with house made pita chips</i>	
Soft Pretzel Twist	6
<i>smoked sea salt whole-grain ale mustard beer-cheese fondue</i>	
Cheese Curds	7
<i>jalapeno, ranch dipping sauce</i>	
Smoked Wings	10
<i>buffalo, siracha, thai Sweet Chili, John's special</i>	

small plates

Pulled Pork Poutine	8
<i>Hand-cut fries, gravy, curds</i>	
Chicken Satay	7
<i>Thai-style with</i>	
Pot Stickers	7
<i>fried or steamed</i>	
Calimari	8
<i>lightly fried, sweet chili, garlic aioli</i>	
Siracha Pork Wings	10
<i>Slow cooked pork wing</i>	
Korean Pork Tacos	11
<i>bulgogi, roasted garlic, kimchi</i>	
PEI Mussels & Frites	12
<i>White wine Beer themed</i>	

sandwiches

Brew Pub Burger	7 10
<i>Single double bacon +2</i>	
Pork Tenderloin	9
<i>Hand pounded, breaded, brioche</i>	
Salmon	12
<i>wood grilled Atlantic salmon served on brioche bun, roasted garlic aioli</i>	
Cuban	9
<i>GEBC, pulled pork, whole-grain mustard, pickles</i>	
Chicken Caesar Sandwich	9
<i>blackened breast, caesar salad, shaved parmesan</i>	
Pulled Pork / Pulled Chicken	9
<i>texas smoked pork chicken, brioche bun</i>	

Grilled Cheese	6
BLT	8
Brat	8
<i>Sauerkraut, stone-ground ale mustard</i>	

greens

Thai Chicken Salad	12
Napa Salad	8
<i>Spinach, candied walnuts, cranberries, blue crumble Chicken + 4 Salmon +6</i>	
Barrel and Rye Salad	13
<i>Salmon, candied walnuts, feta, sliced pear</i>	
Caesar Salad	8
<i>Chicken +4 salmon +6</i>	

pizza

Classic	12
<i>Thin crust, red sauce, cheese blend</i>	
White	12
<i>thin crust, olive oil, garlic, cheese blend</i>	
Thick	12
<i>pan, sliced tomatoes, cheese blend</i>	

large plates

Steak & Frites	22
<i>bavette steak , sea salt frites</i>	
Mussels & Frites	16
<i>PEI mussels in white wine sauce, sea salt frites</i>	
Salmon	18
<i>brown sugar chili, broccolini , garlic mashed</i>	
Not Your Grandma's Meatloaf	14
<i>andouillie sausage, gravy, garlic mashed</i>	
Mushroom Pappardelle	16
<i>tossed with wild mushrooms, sautéed with, garlic, shallots, white wine, parmigiano</i>	
<i>chicken +4 salmon + 6</i>	

J Morgan Carpentry
 864 Duane St
 Glen Ellyn, IL 60137
 630-551-3342

Estimate

Date	Estimate #
4/20/2016	2136

Name / Address
John Lindstrom 1421 Holbrook Batavia, IL

			Project
Description	Qty	Rate	Total
Work to be performed at 486 Pennsylvania Ave, Glen Ellyn, IL 60137: Demolition \$17k Hvac. - \$23k Electric \$50k Plumbing \$70k Framing walls \$15k Sprinkler. \$30k Spray foam \$35k Insulation \$6k Flooring tile \$6k Drywall \$10k Ceiling tile \$5k Bathroom & Kitchen floor tiles - floor and wall part way \$10k Painting \$30k Ceiling and walls Floor coatings \$30k Doors and trim \$10k Front glass accordion doors \$15k Window on west \$4k Front façade \$15k Front door \$5k FRP \$5k Partitions in dining room \$10k Bar in dining room \$15k	1	439,000.00	439,000.00
		Total	

Please sign estimate and return with 50% deposit within 30 days to initiate scheduling. Balance due upon completion of contract. Thank you.

Signature _____

J Morgan Carpentry
 864 Duane St
 Glen Ellyn, IL 60137
 630-551-3342

Estimate

Date	Estimate #
4/20/2016	2136

Name / Address
John Lindstrom 1421 Holbrook Batavia, IL

			Project
Description	Qty	Rate	Total
Tuckpointing \$10k Brick panel wall \$3k Miscellaneous expenses and items incurred in clean up, delivery and supervision \$10k Labor and Materials included. Pricing is based on preliminary drawings. Final approved drawings from the city may dictate further changes and price adjustments.			
		Total	
Please sign estimate and return with 50% deposit within 30 days to initiate scheduling. Balance due upon completion of contract. Thank you.			
		Signature _____	

Glen Ellyn Brewing

Pre-Opening Expenses

Category	Glen Ellyn	Actual
Contract Services		
Architecture	\$ 7,500	
Architect - Additional Time	\$ 2,500	
Permit Drawings	\$ 5,000	
Graphic Design	\$ 24,000	
Construction Supervision	\$ 5,000	
Total	\$ 44,000.00	

Construction

Demolition & Dumpsters	\$ 12,000	
Floors	\$ 30,000	
Bar	\$ 15,000	
Kitchen and Bathroom Tile & FRP	\$ 21,000	
Framing & Drywall*	\$ 20,000	
All Doors/Floor/Walls*	\$ 46,500	
Plumbing	\$ 75,000	
Electical	\$ 45,000	
Fire Protection	\$ 30,000	
HVAC & Ductwork	\$ 18,000	
General Conditions	\$ 5,000	
Insulation	\$ 36,000	
Front Façade	\$ 15,000	
Tuck Pointing	\$ 10,000	
Ceiling Tiles	\$ 5,000	
Painting	\$ 30,000	
Asbestos Abatement	\$ 18,000	
Total	\$ 431,500	\$ -

Furniture/Fixtures/Equipment

Lighting	\$	6,500	
Chairs	\$	6,000	
Tables	\$	6,500	
Awning	\$	6,500	
Music/Sound System	\$	2,500	
POS System	\$	22,000	
Office Computer & Printer	\$	1,200	
Cooking Line	\$	14,500	
Refrigeration Line	\$	16,000	
Pizza Oven	\$	2,800	
Beer Lines	\$	2,500	
Kitchen Walkin	\$	8,500	
Bar Walkin	\$	8,500	
Bar Refrigeration	\$	6,500	
Sales Tax and Freight on Equipment	\$	9,393	
Total	\$	119,893	

Brewing Equipment

15 BBL Brew House*	\$	118,720	
Milling Auger/Conveyor	\$	12,000	
15 BBL Fermenters (7)	\$	86,500	
Keg Filling/Washer Station*	\$	-	included
Kegs (1/6)	\$	9,500	
Kegs (1/2)	\$	6,500	
Valves,Fittings and Misc	\$	16,000	
30 BBL Hot Liquor Tank*	\$	-	included
30 BBL Cold Liquor Tank	\$	9,200	
Forklift	\$	8,000	
Glycol Coolant System	\$	12,000	
Controls	\$	2,700	
Steam Boiler ,840000 BTU	\$	8,500	
CO2 Tank	\$	6,500	
Water Filtration System	\$	6,500	
Sales Tax and Freight on Equipment	\$	25,723	
Total	\$	328,343	

Glen Ellyn Brewing**Pre-Opening Expenses****Administrative**

Legal	\$	5,500	\$ -
Licenses and Permits	\$	5,500	
Total	\$	11,000	

Supply Items

BOH Smallwares	\$	1,500	
FOH Smallwares	\$	1,500	
Plateware	\$	1,500	
Glassware	\$	2,500	
Flatware	\$	1,000	
Cleaning Supplies	\$	650	
Office Supplies	\$	350	
Bar Wear	\$	4,500	
Total	\$	13,500	

Miscellaneous Items

Telephone System	\$	450	
Security System/cameras	\$	1,800	
Memberships	\$	450	
Menus	\$	500	
Drop Safe	\$	450	
Locksmith	\$	650	
Total	\$	4,300	

Pre-Opening Expenses

Payroll	\$	20,000	
Payroll Taxes	\$	1,530	
Training	\$	2,500	
Property Insurance	\$	6,500	
Food	\$	6,500	
Liquor	\$	3,500	
Beer	\$	2,500	
Preopening Parties	\$	5,000	
House Banks	\$	2,400	
Utilities	\$	2,000	
Total	\$	52,430	

TOTAL PRE-OPENING EXPENSES	\$	1,004,965	
-----------------------------------	----	-----------	--

Working Capital	\$	200,000	
------------------------	----	---------	--

TOTAL PRE-OPENING FUNDING	\$	1,204,965	
----------------------------------	----	-----------	--

Glen Ellyn Brewing
Projected Sales & Expenses

Weekly (Avg.)	Annually
---------------	----------

REVENUE

GROSS SALES			
LUNCH FOOD	\$ 3,600.00	\$ 187,200.00	Lunch
DINNER FOOD	\$ 13,600.00	\$ 707,200.00	
AFTERNOON FOOD	\$ 915.00	\$ 47,580.00	Dinner
LATENIGHT FOOD	\$ 825.00	\$ 42,900.00	
TOTAL GROSS FOOD	\$ 18,940.00	\$ 984,880.00	
LUNCH BEVERAGES	\$ 1,440.00	\$ 74,880.00	
AFTERNOON BEVERAGES	\$ 2,525.00	\$ 131,300.00	
LATENIGHT BEVERAGES	\$ 2,750.00	\$ 143,000.00	
DINNER BEVERAGES	\$ 14,400.00	\$ 748,800.00	
GROWLER SALES	\$ 1,125.00	\$ 58,500.00	
TOTAL GROSS BEVERAGES	\$ 21,115.00	\$ 1,097,980.00	
BREWERY SALES	\$ 7,600.00	\$ 395,200.00	
TOTAL SALES	\$ 47,655.00	\$ 2,478,060.00	



Bob Construction inc
3245 Edgington st
Franklin Park , IL 60131
phone 773.809.9869
marcin@bob-construction.com

Date ; 09/07/16

Address of the job :
486 Pennsylvania
Glen Ellyn

Estimate

Cutting street from City main sewer line towards building at 486 Pennsylvania , Glen Ellyn.
Secure street after cutting. Dig up a hole and install manhole 48" in front of the building
Pennsylvania . Connect City main sewer line with manhole 48" with 6" pipe (33 feet long)
All work is performed with City codes and architectural drawings

Total of the price : 26,000.00



Bob Construction inc
3245 Edgington st
Franklin Park , IL 60131
phone 773.809.9869
marcin@bob-construction.com

Date ; 09/07/16
Address of the job:
486 Pennsylvania
Glen Ellyn

ESTIMATE

Cut off existing water line to the building no the street (Pennsylvania) . Tap new water line (4") to main City line on the street Pennsylvania .Disconnect existing water line. Connect new water line (from City line to the b-box 12' long) . Fixing sidewalk and street
All work will be preformed according to architectural drawings and City codes

Total of the price : \$ 18,000.00



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

Meeting: 11/14/16 07:00 PM
Department: Planning & Development
Department Head: Staci Hulseberg
Category: Agreement
Prepared By: Steve Witt

SCHEDULED

AGENDA ITEM (ID # 2469)

DOC ID: 2469

Motion to approve the award of an agreement to T.P.I. Building Code Consultants, Inc., of St. Charles, Illinois, for plan review and construction inspection services.

Background:

As part of our ongoing evaluation of providing superior services to our customers, the Planning and Development Department issued a Request for Proposal for the performance of building permit plan reviews and construction-related building inspections. The purpose of the RFP was to evaluate the services currently provided to the Village by B&F Construction Code Services, Inc. ("B&F") as well as identify other consulting companies and options that may be available to us. Copies of the RFP were sent out to six firms that provide these services to municipalities within the Chicagoland area. The Village received responses from four vendors desiring to provide these services to the Village of Glen Ellyn, including:

B&F Construction Code Services, Inc., Elgin, IL
HR Green, Inc., McHenry, IL
SAFEbuilt, Grayslake, IL
T.P.I. Building Code Consultants, Inc., St. Charles, IL

Responsiveness to the RFP

Each proposal was first reviewed for completeness and responsiveness to the RFP. SAFEbuilt's proposal was found to not be responsive to the RFP in that their proposal was centered on their firm essentially taking over the Building Department with their own staff and installing a new software tracking system to help manage all processes within seven days of signing a contract to perform the work. They indicated that existing staff could apply for a position with their firm but no guarantee to maintain any of our current staff was offered. Replacement of staff and the permit tracking system would not provide for continuity of service which is key for our operations and our customers. No means of providing an interface with the Munis system data was offered so the Munis system would still need to be maintained in order to provide access to existing data. Therefore, SAFEbuilt was dropped from consideration for this RFP.

Reference Checks

Staff performed reference checks on the other three vendors using both their listed references as well as speaking with other municipalities where these firms were known to currently or previously provide such services. Attachment B summarizes information provided by the listed references for each of the vendors.

Each of the firms has clients gave positive references; however, anecdotal comments gleaned from

some communities indicated a less than favorable level of service in some cases for both B&F and HR Green (“HRG”).

HRG’s length of involvement with some communities may be overstated due to HRG buying out Smith Engineering Consultants which staff believes also operated out of McHenry, IL. HRG took over providing engineering services to communities that were previously serviced by Smith Engineering. HRG’s tenure in providing plan review services is the shortest of the three firms, at just over one year for two of the four references and less than one year for another. Their relationship with their fourth reference is mainly providing civil engineering, construction management and planning services.

Both B&F and T.P.I. Building Code Consultants, Inc. (“TPI”) have been providing plan review and inspection services to local communities for many years.

Interviews

Staff interviewed HRG and TPI in person, and B&F by teleconference, as staff was already quite aware of the B&F personnel and procedures, because the Village has been utilizing their services since approximately 1997. The results of the interviews are summarized in Attachment C. Each of the vendors employs plans examiners and building inspectors that are certified by the International Code Council (“ICC”), which authors the building codes we have adopted to regulate construction, and licensed plumbers to perform plumbing inspections.

B&F has been providing plan review and inspection services for approximately 26 years, and to the Village of Glen Ellyn for approximately 19 years. They have done a good job for the Village over that time frame.

TPI has been providing plan review and inspection services for approximately 19 years. They are a family owned and operated business which started as a company providing plumbing inspections for municipalities. TPI plan examiners each have the highest level of ICC certification which is Master Code Professional. Perhaps less than 800 code professionals have that level of ICC certification in the nation.

HRG has limited experience in providing plan review and inspection services in the Chicagoland area. Their oldest clients offered as a reference by HRG date back only to 2015. HRG offered examples of plan review letters prepared for the Village of Oak Park. These were quite familiar to Building and Zoning Official Witt, as during his tenure with that Building Department, he personally developed the correspondence format that they presented as their own work. Based on their limited experience and less than satisfactory comments received from their references at Oak Park and Shorewood, Village staff dropped HRG from consideration and concentrated on further evaluating B&F and TPI.

Fee Structure

As part of the RFP, vendors were asked to complete a chart with estimates of several different

projects types with certain parameters such as building size, construction type, construction cost, etc. A spreadsheet of the fee structure submitted by each company for each of the four vendors is provided below. Concentrating on evaluating B&F and TPI, the shaded cells in the chart indicate that TPI is more cost effective for new commercial projects, whereas B&F is more cost-effective for all other project types. The cost differential between the two vendors for performing plan reviews for new single family dwellings; however, should not be a determining factor as Village staff performs nearly all of those plan reviews in-house. TPI is more cost effective for expedited reviews; however, few projects ask for that level of service to make that a determining factor.

PROPOSED FEE STRUCTURES									
	Review Type	Example Projects				Turn around (days)		Inspections	
		New Commercial Office Building	New Commerical Restaurant	Existing Retail Store Alterations	New Single Family Dwelling	SFR	Commercial	Plumbing	Other
B&F	Initial Plan Review Estimate	\$11,434.00	\$2,485.25	\$1,193.05	\$635.00	9	9	\$75/hour	
	Plan Re-review Estimate	Included	Included	Included	Included	5	5		
	Expedited Intial Plan Review Est.	\$28,585.00	\$6,213.13	\$2,982.63	\$1,587.50	3	3	M,W,F	
TPI	Initial Plan Review Estimate	\$6,839.50	\$2,911.50	\$1,123.50	\$704.50	8-10	8-10	\$80/hour	\$84/hour
	Plan Re-review Estimate	\$3,561.50	\$1,625.75	\$641.75	\$408.25	5	5		
	Expedited Intial Plan Review Est.	\$10,259.25	\$4,367.25	\$1,685.25	\$1,056.75	5	5	M-F	M-F
HR Green	Initial Plan Review Estimate	\$3,614.00	\$1,476.00	\$859.00	\$859.00	10	7-15	\$80/hour	\$80/hour
	Plan Re-review Estimate	\$859.00	\$746.00	\$633.00	\$633.00	5	5		
	Expedited Intial Plan Review Est.	\$3,614.00	\$1,476.00	\$859.00	\$859.00	3-5	3-5	M-F	M-F
Safebuilt	Initial Plan Review Estimate	\$78/hour	\$78/hour	\$78/hour	\$78/hour	5	10-15	\$78/hour	\$78/hour
	Plan Re-review Estimate	\$78/hour	\$78/hour	\$78/hour	\$78/hour	3	5-10		
	Expedited Intial Plan Review Est.	\$78/hour	\$78/hour	\$78/hour	\$78/hour			M-F	M-F

Observations:

Over the last year, Building and Zoning Official Witt has encountered contract performance issues related to B&F's interpretation and application of the codes. When comparing TPI's fee schedule to actual building permits issued by the Planning and Development Department over the last year, it appears TPI would save the Village money. In addition, we believe TPI's exemplary plan review credentials will provide a higher level of customer service than the Village is currently experiencing with B&F and, therefore, TPI qualifies as the lowest responsible bidder.

As the lowest responsible bidder, TPI was contacted to request their best offer for providing plan review and inspection services to the Village. Although TPI's services appear to cost a little more for 3 of the 4 categories in the chart above, staff prepared a comparison of B&F invoices for plan review services provided for the period from January 1, 2016 through October 11, 2016 and TPI's revised fees (see Attachment A), for the same services. B&F's total fee was determined to be \$46,931; whereas, TPI's proposed fee schedule would have cost \$38,202, resulting in a savings to our customers of \$8,729.

Recommendation:

Staff is recommending a contract award to T.P.I. Building Code Consultants, Inc. to provide plan review and inspection service on behalf of the Village with an option to renew the contract on an

annual basis not to exceed a three year period, with the ability to terminate the contract with a 30-day notice by the Village or a 60-day notice by the vendor. In accordance with this recommendation, staff has prepared the attached contract for approval.

Attachments: A - Independent Contractor's Agreement with attached Fee Schedule
B - Reference Check Summaries
C - Interview Questions and Responses

ATTACHMENTS:

- Exhibit A - Independent Contractor's Agreement with attached Fee Schedule (PDF)
- Attachment B - Reference Check Summaries (PDF)
- Attachment C - Interview Questions and Responses (PDF)

EXHIBIT - A**INDEPENDENT CONTRACTOR'S AGREEMENT**

THIS AGREEMENT ENTERED INTO BY AND BETWEEN TPI Building Code Consultants, Inc. St. Charles IL (hereafter the "Contractor") and THE VILLAGE OF (hereafter "VILLAGE").

WHEREAS, Contractor will be performing services and work for the VILLAGE from time to time as ordered and directed by the VILLAGE; and

WHEREAS, Contractor agrees to perform the duties as described in Exhibit A at the rate agreed upon between the Contractor and the Village;

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, and other good and valuable consideration received and to be received, the Contractor hereby agrees:

1. To perform the full scope of the work set forth on Exhibit A and to comply with all applicable laws, regulations and rules promulgated by any Federal, State, County, Municipal and/or other governmental unit or regulatory body in effect from time to time during the performance of the work. By way of example, the following are included within the scope of the laws, regulations and rules referred to in this paragraph, but in no way to operate as a limitation on the laws, regulations and rules with which Contractor must comply are, all forms of Workers Compensation Laws, the Prevailing Wage Act, all terms of the Equal Employment Opportunity clause of the Illinois Fair Employment Practices Commission, the Illinois Preference Act, the Social Security Act, Statutes relating to contracts let by government, all applicable civil rights and Anti-Discrimination Laws and Regulations, and traffic and public utility regulations.

2. To the fullest extent permitted by law, the Contractor shall waive any right of contribution against the VILLAGE and shall indemnify and hold harmless the VILLAGE and its officers, officials, employees, volunteers and agents from and against all claims, damages, losses and expenses, including, but not limited to, legal fees (attorney's and paralegal's fees, expert fees and court costs) arising out of or resulting from the performance of the Contractor's work, provided that any such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or injury to or destruction of property, other than the work itself, including the loss of use resulting there from, or is attributable to misuse or improper use of trademark or copyright protected material or otherwise protected intellectual property, to the extent it is caused in whole or in part by any wrongful or negligent act or omission of the Contractor, any Subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable. Such obligation shall not be construed to negate, abridge or otherwise reduce any other right to indemnity, which the VILLAGE would otherwise have. The Contractor shall similarly protect, indemnify and hold and save harmless, the VILLAGE, its officers, officials, employee, volunteers and agents against and from any

and all claims, costs, causes, actions and expenses, including, but not limited to, legal fees, incurred by reasons of Contractor's breach of any of its obligations under, or Contractor's default or any provisions of the agreement. The indemnification obligations under this paragraph shall not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for the Contractor or any subcontractor under Workers Compensation or Disability Benefit Acts or Employee Benefit Acts.

3. To keep in force, to the satisfaction of the VILLAGE, and at all times during the performance of any work referred to above, Workers Compensation and Employers Liability Insurance, Commercial general Liability Insurance, and Automobile Insurance.

4. Contractor shall furnish any affidavit or Certificate in connection with the work covered by this agreement as required by law.

5. This agreement shall remain in effect for a period of one (1) year starting on January 1, 2017 and ending on December 31, 2017 with an option for the VILLAGE to renew the agreement on an annual basis for a total period not to exceed three (3) years.

6. This agreement may be terminated by either party upon thirty (30) days written notice by the VILLAGE, or upon sixty (60) days written notice by the Contractor.

IT IS MUTUALLY UNDERSTOOD AND AGREED that the Contractor shall have the full control of the ways and means of performing the work referred to above and that the Contractor or its employees, representatives or subcontractors are in no sense employees of the VILLAGE, it being specifically agreed that the Contractor bears the relationship of an independent contractor to the VILLAGE.

IN WITNESS WHEREOF, THE PARTIES have executed this Agreement this _____ day of _____, 2016.

VILLAGE OF

CONTRACTOR

Signature

Name

Title

Attest:

Date of Execution

_____, 20

Date of Execution

_____, 20



Building Code Consultants, Inc.

RFP for Building Permit Plan Review and Inspection Services

Inspections

- Inspection requests are to be received one business day prior by fax or email by 3:30 pm
- Inspections performed by T.P.I. will be done within the business hours of the Village of Glen Ellyn
- Inspector(s) will complete and provide the Village of Glen Ellyn with inspection results by the end of each day
- T.P.I. will provide all vehicles, vehicle maintenance, gas, inspection tools, Apple iPad and insurance required
- No limit to daily inspections with one business day notice
- After hour and holiday inspections available at an alternate hourly rate available
- Inspections to be scheduled as "A.M." between the hours of 8:00am and 12:00pm or "P.M." between the hours of 12:00pm and 5pm
- If Village requests an early inspection and a "P.M." or that the inspector return after leaving the Village for the day, an additional minimum 1 hour plus 1 hour travel will be invoiced

Billing

- T.P.I. will customize a billing program to fit your needs
- Invoicing is typically completed monthly
- The invoice includes a cover page with a Total and a Sub-total for each service provided by T.P.I.; Each service detailed on separate pages

Cost**Inspection Fee Schedule**

- a. Minimum 1 hour plus 1 hour travel.
- b. If greater than 4 hours on a single day, no travel fee will be added.
- c. The same inspector can provide services for building, electric and mechanical inspections.

Discipline:	Monday- Friday Normal Business Hours	After 5pm Monday- Friday and Saturdays until 5pm	After 5pm on Saturdays, Sundays, Holidays
Plumbing	\$80.00/hour	\$120.00/hour	\$160.00/hour
Building	\$84.00/hour	\$126.00/hour	\$168.00/hour
Electric	\$84.00/hour	\$126.00/hour	\$168.00/hour
Mechanical	\$84.00/hour	\$126.00/hour	\$168.00/hour

Plan Review Fee Schedule

Provided is our business model for plan review pricing that has been utilized with great success since 1997. The greatest reason for its success is the customer service satisfaction it provides. The amount of time to complete a thorough and precise plan review can vary greatly depending on the plan examiner, as well as, the size and complexity of the project. This allows the contractor and municipality an estimated fee for each review may be determined prior to the review being performed and is not dependent on time or which plan examiner is completing the review.

T.P.I. Building Code Consultants, Inc.
RFP for Building Permit Plan Review and Inspection Services

Plumbing Plan Review

- a. All plumbing reviews and re-reviews to be invoiced using table below
- b. Expedited plan reviews are offered as our resources permit and are performed for an additional fee:
 - 5 business day expedite is offered for an additional 50% of the original review
 - 3 business day expedite is offered for an additional 100% of the original review fee

Type	Base Price	Each Additional Fixture or Waste Opening
Single Family	\$60.00	\$2.00
Duplex	\$80.00	\$2.00
Townhomes, Condominiums, and Apartments	\$75.00	\$3.00
Commercial	\$100.00	\$4.00

Residential Plan Review for One and Two Family Dwellings Fees

All Building Disciplines (excluding plumbing)	\$422.50 per dwelling unit
Re-review	\$211.25 per dwelling unit
Expedited Plan Review (When Resources Permit)	\$633.75 for 5 day @ additional 50% of original review fee; \$845.00 for 3 day @ additional 100% of original review fee

Industrial, Commercial, and Multi-Family Structures

- a. Specific areas of plan examination include the disciplines of building, mechanical, electrical, and Illinois accessibility standards
- b. Reviews of Hazardous Areas -- Additional \$402.50 per 1,000 Square Feet of such areas
- c. Reviews of commercial kitchens and food processing areas -- Additional \$422.50 per 1,000 Square Feet of such areas
- d. All Re-reviews are done at 50% of original fee
- e. Expedited plan reviews are offered as our resources permit and are performed for an additional fee:
 - 5 day expedite is offered for an additional 50% of the original review
 - 3 business day expedite are an additional fee of 100% of the original review fee

*Prices below exclude plumbing

Gross Floor Area by square foot	Base Building	Base Building + (2) Disciplines	Base Building + (3) Disciplines
0-2500	\$380.00	\$460.00	\$630.00
2501 to 4000	\$425.00	\$575.00	\$770.00
4001 to 5000	\$530.00	\$690.00	\$900.00
5001 to 7500	\$600.00	\$840.00	\$1040.00
7501 to 10,000	\$660.00	\$875.00	\$1,175.00
Over 10,000	\$725.00 + \$14.00 per 1,000 SF over 10,000	Building Fee x 1.5	Building Fee x 2.0

* Please provide 2 sets of plans for complete reviews if plumbing is requested so we may better serve you and not affect turnaround time of the review

T.P.I. Building Code Consultants, Inc.
RFP for Building Permit Plan Review and Inspection Services

Sprinkler Systems Plan Review Fees

- a. Re-reviews offered at 50% off the fees below for office and mall tenant areas that have had the base building typical tenant area system.
- b. Minimum review fee of \$155.00.

The fee is based on the total number of sprinklers:

Quantity of Sprinklers	Pipe Schedule System	Hydraulically Calculated System
1 to 20	\$155.00	\$170.00
21 to 100	\$166.00	\$342.00
101 to 200	\$228.00	\$476.00
201 to 300	\$259.00	\$540.00
301 to 500	\$404.00	\$787.00
Over 500	\$404.00 plus \$0.46 per sprinkler over 500	\$787.00 plus \$0.98 per Sprinkler over 500

Fire Detection and Alarm Systems

- a. Basic fee for a complete system: \$0.016 per square foot of total building area.
- b. Partial systems: \$0.009 per square foot of total building area for systems that do not contain a total building area detection system.
- c. Partial System: \$0.004 per square foot of total building area for supervisory protection of the sprinkler systems and duct detection.
- d. Minimum review fee of \$155.00.

Standpipe Systems

- a. Basic Fee: \$197.00 per Standpipe.
- b. No charge for standpipes that are part of a total building sprinkler system.

Gas Suppression Systems or Dry Chemical Systems

The fee is based on the total pounds of the suppression agent used:

Pounds of Suppression Agent	Fee
1 to 50	\$180.00
51 to 100	\$259.00
101 to 200	\$284.50
201 to 300	\$310.00
301 to 400	\$336.50
401 to 500	\$362.00
501 to 750	\$414.00
751 to 1,000	\$517.00
over 1,000	\$517.00 plus \$0.258 for each pound of agent over 1,000

T.P.I. Building Code Consultants, Inc.
RFP for Building Permit Plan Review and Inspection Services

Restaurant Wet Chemical Systems

- a. Restaurant System: \$207.00 flat rate per hood system
- b. Each additional system or hood reviewed, at the same time and within the same building and unit, add \$103.00

Restaurant Mechanical Hood and Duct Systems

- a. Flat rate of \$207.00 per hood.
- b. Each additional hood system reviewed, at the same time and within the same building and unit, add \$103.00.

Subdivision Design Reviews for Fire Department Access, Water Main Sizing, and Hydrant Layout

- a. Reviews are performed at an hourly rate of \$93.00 per hour.
- b. Plans requiring a second review are invoiced at 50% of the hourly rate.
- c. Minimum review fee is \$155.00.

Life Safety Plan Reviews

- a. The fee is based on the total square footage of the building.
- b. Basic fee: \$0.005 per sq. ft. of the total building area.
- c. Minimum fee of \$170.00.
- d. For special buildings, add 50% to the base fee.
- e. No additional charge for typical floors of a building.
- f. Plans requiring a second review are invoiced at 50% of the primary review.

Deferred Plan Review Fees

The fees for fire alarm and fire sprinkler reviews are listed above and is not dependent on when the review documents are received. Reviews for all other deferred submittals, such as trusses and special equipment specifications shall be completed at an hourly of \$84.00/hour.

ATTACHMENT - B

Plan Review and Inspections RFP

B&F Construction Code Services, Inc. Reference Checks

Municipality	Barrington Hills	Burr Ridge	Carol Stream	Lake Barrington
Serving since	Early 1990s (1)	2001	2005	2005
Plan reviews	Yes (2)	Yes	Yes	Yes
Commercial review	Not Performed	12 B days	10 B days	10 B days
Residential review	5 B days	Not Performed	Not performed	10 B days
Second review		10 B days	5 B days	5
Inspections	Residential Plumbing	Commercial B/M/E/P	Commercial Plumbing	Commercial and Residential B/M/E/P
Positive comments	• Inspections are on point and direct • Did well in transitioning to the IECC • Training program is good • Stays current with codes	• Very professional • Level of detail, don't miss much	• Meets plan review goals 90% of time • Inspection results in line with code requirements • Always calls to discuss discrepancies between code book and local amendments	• Good report with contractors and residents • No customer complaints
Negative comments	• Takes on non-code-related questions	• Reviews are too detailed • Reviews not completed sooner than contractual timeframe. Would like to see reviews completed sooner.	• Had an inspector that was too vague in his reports	• Need to make sure they follow local amendments
Rating 1 to 10	8-9	8	9	9

(1) Provides administrative and permit counter support

(2) Initially provided plan reviews only for swimming pools, but has expanded to specialty projects

ATTACHMENT - B

HR Green, Inc. Reference Checks

Municipality	Antioch	Johnsburg	Oak Park	Shorewood
Serving since	2001 as Smith Engineering (1)	2015 for plan reviews 1987 for engineering	2015	Nov. 2015
Plan reviews	Yes, Limited number	Yes	Yes	Yes
Commercial review	5	Not performed	10 B days	7-10 B days
Residential review	5	3-5 B days	10 B days	5 B days
Second review				4-5 B days
Inspections	Commercial Building, Limited number	Residential B/M/E/P/F	Commercial and Residential B/M/E/P	Commercial and Residential B/M/E/P
Positive comments	• Plenty of "horses in the stable" in each discipline • Thorough reviews • No external complaints	• Customers are pleased with them • They bring better structure to the department • Helping to build for the future	• Responsive to RFIs	• Great communications • Consistent plan reviews • Contractors love point of contact • Love the plumbing inspector
Negative comments	None noted	None noted	• Village not happy with staff turnaround, keep rotating staff • Can't get correct help • One inspector let go due to messing up in the field • One plan reviewer let go due to giving out wrong information	• Still looking for a regular inspector • 3 inspectors no longer work for HR Green. Village asked that one of them not return • Concern over point of contact's available time
Rating 1 to 10	9	10	7	6-7

(1) Mainly provides civil engineering, construction management and planning services

ATTACHMENT - A

T.P.I. Building Code Consultants, Inc. Reference Checks

Municipality	Huntley	Lemont	Lincolnwood	Mount Prospect
Serving since	2014 (1)	2007	2009	2007 Plumbing Insp's. 2011 Full Service
Plan reviews	No	Yes	Yes	Yes
Commercial review	NA	10 B days	11 B days	10 B days
Residential review	NA	10 B days	11 B days	10 B days
Second review	NA			
Inspections	Commercial B/M/E/P	Commercial B/E	Commercial and Residential B/M/E/P	Commercial and Residential B/M/E/P/Health
Positive comments	- Only 1 inspection in 2 years was rescheduled - Contractor says reasonable to work with - Strong in electrical and framing inspections	- Handles day-before inspections - Customer service - Attends pre-con meetings - Gives out cell numbers to avoid calls to Village	- Does a good job educating their customers in the field - Can handle large volume of inspections	- Good report with contractors, not hard nosed - Similar inspection failure rate as with on-staff inspectors - Strong in code knowledge - Discovers deficiencies in plan reviews and processes - Inspection service is beyond anticipation
Negative comments	- Had 1 inspector they did not want back - No comfort level to turn them loose on other projects - Not tactile at times	None noted	- Village only does inspections 3 days/week. Had some turn over in staff when TPI shifted inspectors to clients with a 5 day/week schedule - Uses multiple inspectors	- Village needs to make judgment call at times on inspections - Cost
Rating 1 to 10	9	10	8	9-10

(1) Only providing inspection services for construction of new hospital

ATTACHMENT - C

Plan Review and Inspections RFP

Plan Review and Inspections RFP Interviews				
	Interview Question	T.P.I. Building Code Consultants, Inc.	HR Green, Inc.	B&F Construction Code Services, Inc.
1	How long have you been providing plan review and building inspection services in the municipal setting?	Started 19 years ago doing temporary plumbing inspections.	In the Chicagoland area since August 2014. 5-6 years on the west coast.	Since 1990
2	Who would be our direct day-to-day contact for administrative matters?	Joanne Tisnai	Frank Urbina	Abigail Komperda and Joe Godlewski
	a. How many other municipalities does that person handle?	35	Oversees all areas.	Abigail approximately 20 Joe approximately 40
3	Our customers are accustomed to scheduling plumbing inspections on Monday, Wednesday and Friday afternoons. Can you accommodate those days?	Yes	Yes	Already providing service between 10 am - 2 pm
4	Consistency is a key to customer service. Can we expect that personnel assigned to work with us will remain the same and not change from one day to the next?	A primary reviewer is assigned plus one back up.	Glen Eilyn will interview personnel prior to assignment + one person will shadow.	Yes, barring vacation, sick time, and training. One primary and one back-up person will be assigned.
	a. How many communities will the plumbing inspector serve?	Question not asked.	They have a part-time plumbing inspector that wants to be full-time.	M/W/F: 2 other communities Other days: 4-5 communities
	b. How many communities will the plan reviewer(s) serve?	Question not asked.	3-4 reviewers have 1-2 communities each.	Can't say but has enough staff to meet turnaround times, work overtime as necessary.
5	What plan review services do you provide?	See below.	See below.	See below.
	Building	Yes	Yes	Yes
	Mechanical	Yes	Yes	Yes
	Electrical	Yes	Yes	Yes
	Plumbing	Yes	Yes	Yes
	Structural	Yes. They check for calculations and notes. They do not recalculate.	Yes. They have a structural engineer on staff.	Yes
	Energy Code	Yes	Yes	Yes
	Fire Alarm	Yes	Yes	Yes
	Fire Sprinkler	Yes	Yes	Yes
	Commercial Hood and Duct	Yes	Yes	Yes
	Other		Health Department	Fuel Gas, Fire Code, Accessibility, High Hazard
6	What inspection services do you provide?	See below.	See below.	See below.
	Building	Yes	Yes	Yes
	Mechanical	Yes	Yes	Yes
	Electrical	Yes	Yes	Yes
	Plumbing	Yes	Yes	Yes
	Structural	Yes	Yes	Yes
	Energy Code	Yes	Yes	Yes
	Fire Alarm	Yes	Yes	Yes
	Fire Sprinkler	Yes	Yes	Yes
	Fire Safety	Yes	Yes	Yes
	Commercial Hood and Duct	Yes	Yes	Yes
	Hotel Rental Units	Yes	Yes	Yes
	Other	Emergency call out, Business License	Business Annual	Swimming pools, High Hazard
7	What are your turn-around times for:	See below.	See below.	See below.
	a. Initial Plan Review	10 business days	5-7 business days	9 business days
	b. Revisions	10 business days	2-3 business days	5 business days
	c. Expedited Reviews	5 days at 50% upcharge, 3 days at 100% upcharge	Next day available at no extra cost.	3 days for additional fee.
	d. What turn-around time should we expect for construction-related revisions?	Same time frames.		Depends on scope of work. i.e. layout of room: 1 day. Faxed change can be reviewed immediately.
8	Who will provide the daily supervision of staff that will work with us?	For inspections: Steve or Steve Mertes. Plumbing: Steve Sr. Plan reviews: Joanne Tisnai.		Rich Piccolo: All Ken Garrett Ray Dean: Plumbing Sonia: Fire inspectors
9	What level of certification will the plan reviewer(s) and inspectors have?	ICC Certifications	All ICC Certified.	ICC Certifications in disciplines they are reviewing or inspecting. Fire: NFPA certified.
10	Will these personnel be available by telephone to respond to questions from staff or contractors?	Yes, cell numbers are provided on business cards.	Yes. On call.	Yes, for no charge.
11	How do your inspectors handle field changes that may be brought to their attention during construction?	They would require minor as-builts or submittal of revised plans. They would call for direction.	Question not asked.	If minor, they will make the call in the field. Otherwise, they advise that a re-review is required.
12	Sometimes a given contract employee is not just the right fit for an organization. Tell us about a time when you may have experienced such a situation, either from a skills set or a personality perspective and how you handled the situation.	They relieved an inspector of his position. They would try to make a personnel change if not a good fit.	They are responsive to a community and will switch out employee if required.	They will get all the facts first. If it is a personality issue, B&F will reassign someone.
	Additional comments:	Family owned and run business. All staff are ICC certified. Their commercial reviews are performed by Master Code Professionals only.	Quick turn around depends on quality of submittals, they will not review if submittals are poor or incomplete. They can provide services for tree arborist, wetlands. They can comment by trade or sheet.	They will continue to honor 5% discount.