

Agenda
Glen Ellyn Village Board of Trustees
Monday, May 24, 2010
8:00 p.m. – Galligan Board Room

1. Call to Order
2. Roll Call
3. Pledge of Allegiance to be led by Janie Patch, Executive Director of the Glen Ellyn Economic Development Corporation.
4. Village Recognition
5. Audience Participation
 - A. Historic Preservation Commission Chairman Lee Marks will present the 2009 Historic Preservation Awards.
 - B. Police Chief Phil Norton will present the Madden Scholarship Winners.
 - C. The Lifkas, Glen Ellyn Village Residents, will present information on the use of single-family homes as vacation rentals.
6. 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: *(Trustee Comerford)*

- A. Village Board Meeting Minutes:
 1. April 26, 2010 Workshop
 2. April 26, 2010 Regular Meeting
- B. Total Expenditures (Payroll and Vouchers) - \$

The vouchers have been reviewed by Trustee Comerford prior to this meeting.

- C. Motion to waive Section 10-4-17.2(B)25 (Promotional Events) of the Glen Ellyn Zoning Code and Section 6-2-2.5(B)3 of the Village Code (Unnecessary Noises) to allow the Bridge Communities' Sleep Out Rally to occur on Saturday, November 6, 2010 from 6:30 p.m. to 8:00 p.m. in the Crescent Boulevard Parking Lot in downtown Glen Ellyn. *(Administrative Analyst Schrader)*

- D. Motion to waive Section 8-1-11 (Street Obstructions) and 8-1-12 (Merchandise on Streets) of the Glen Ellyn Village Code, Section 10-4-17.1(B)32 (Promotional Events) of the Zoning Code, as well as other applicable sale sections of the Zoning Code, in order to allow the Downtown Glen Ellyn Alliance to host the First Friday's in Glen Ellyn event on June 4, July 2 and August 6, 2010 between the hours of 5:00 p.m. and 8:00 p.m. in the Central Business District. (*Administrative Analyst Schrader*)
- E. ***The Braeside Neighborhood Lighting Improvements project involves the installation of approximately 60 street lighting units on all subdivision streets to promote increased night-time security. Total project costs are estimated to be about \$700,000 with the construction work projected to be about \$600,000. Steps required to implement the lighting project at this time include approval of a proposed intergovernmental agreement between the Village and DuPage County governing the receipt of Federal Community Development Block Grant funds and hiring of a design engineer. (*Professional Engineer Minix*)
1. Resolution No. ____, a Resolution Authorizing the Execution of an Agreement between the Village of Glen Ellyn and the County of DuPage Governing the Receipt by the Village of Community Development Block Grant Funds in the Amount of \$300,000 to Assist in the Funding of the Braeside Neighborhood Lighting Improvements Project.
 2. Motion to approve an engineering services agreement with Pavia-Marting and Co. of Roselle, IL for the design of street lighting improvements for the Braeside Neighborhood Lighting Improvements Project, in a not-to-exceed amount of \$55,000 (including a 10% contingency), to be expensed to the FY 10-11 Capital Projects Funds.
- F. Motion to declare certain pieces of equipment and vehicles surplus and approve the disposal of these various obsolete Village vehicles and equipment. (*Professional Engineer Minix*)
7. Ordinance No. _____, an Ordinance Approving a Variation of the Zoning Code to Allow a Second Floor Addition to the Residence at 349 Fairview Avenue. (*Trustee Ladesic*)

Planning and Development Director Staci Hulseberg will present information on a request by Kevin and Julie Fry for a variation from the Glen Ellyn Zoning Code to allow the construction of a second floor addition over an existing reconstructed attached garage that results in a floor area ratio of 46.15% in lieu of the maximum permitted floor area ratio of 40%.

8. Professional Engineer Bob Minix will present information for actions associated with the pending reconstruction of Riford Road between Crescent Boulevard and St. Charles Road, including improvements on St. Charles Road. The project will receive Federal Surface Transportation Program (STP) funds covering 70% of construction costs of eligible roadway costs. The project recently appeared on the April 23, 2010 IDOT letting, with the firm of R. W. Dunteman of Addison, IL submitting the low of seven bids at \$2,453,000, about 23% below the final engineer's estimate. With project construction imminent, two Village actions are now required, including allocating funds for the local agency share of construction expenses and to hire an engineering firm for construction oversight. *(Trustee Cooper)*
 - A. Motion to approve payments to the Illinois Department of Transportation for Local Agency construction costs associated with the Riford Road Improvements Project in the amount of \$1,370,000 (including contingencies) to be expensed to the FY 10 – 11 Water, Sanitary Sewer and Capital Project Funds.
 - B. Motion to approve an agreement with Civiltech Engineering, Inc. of Itasca, IL for construction phase engineering services associated with the Riford Road Improvements Project in a not-to-exceed amount of \$230,000 (including a 5% contingency), to be expensed to the FY 10-11 Water, Sanitary Sewer and Capital Projects Funds.
9. Ordinance No. _____-VC, an Ordinance to Amend Section 7-11-28 of the Village Code of the Village of Glen Ellyn, Illinois Regarding Water and Sewer Rates and Charges:
(Trustee Hartweg)

Assistant Finance Director Larry Noller will present a recommendation to increase the rates charged for monthly water and sewer service by 10% effective with bills issued on June 1, 2010. This rate increase is needed to cover a projected \$360,000 increase in our cost of purchasing water through the DuPage Water Commission. The impact of this rate adjustment to the average Glen Ellyn household using 8,000 gallons of water per month is \$8.00 per month.
10. Reminders:
 - The next Regular Village Board Meeting is scheduled for Monday, June 14, 2010 with a Workshop beginning at 7 p.m. and the Regular Board Meeting beginning at 8 p.m., in the Galligan Board Room of the Glen Ellyn Civic Center.
11. Other Business?
12. Adjournment
13. Press Conference

Minutes
Regular Village Board Workshop
Glen Ellyn Village Board of Trustees
April 26, 2010

A-6A,

Time of Meeting: 7:00 P.M.

Present: President Pfefferman; Trustees Cooper, Hartweg, Ladesic, Thorsell, Henninger; Village Clerk Connors; Attorney Diamond arrived at 7:10 p.m. Trustee Comerford was excused.
Staff present: Village Manager Jones, Schrader, Batek, Caracci, Hulseberg, Norton, and Stegall. Drescher arrived at 7:55 p.m.

1. Call to Order

President Pfefferman called the Board Workshop to order at 7:00 P.M. with a roll call. Trustees Cooper, Ladesic, Thorsell, Hartweg, and Henninger responded "Here." Trustee Comerford was excused.

2. Public Comments?

Mr. DeMarco, 659 Riford, Glen Ellyn, spoke regarding the Village's repeat inspections and the required fees related to the Village's clear water ordinance. Public Works Director Caracci explained the requirements.

3. Downtown Strategic Plan Discussion

Village Manager Steve Jones reported on the downtown strategic plan and on the results of the survey he took of the Village Board. He began by giving a background of the process so far which was to ask each Village Board member to rank the items they felt were most important to them using five votes each. They could use their five votes to vote for five different items or, if they felt strongly about an item, cast more than one vote for that item. The votes would then be totaled to determine the direction the Village Board wished to take regarding downtown development. Four items received 3 or more votes. They were:

- Create a downtown organization
- Develop a RFQ for a traffic plan
- Branding the downtown
- Market a plan to develop Glen Ellyn

Funding has been set aside for some of the items identified as a result of the survey. None of the priority items are dependent on one another; each item can be worked on independently. Planning and Development Director Staci Hulseberg explained her understanding of branding and gave examples. Discussion followed about interim

steps and overall marketing, first for the downtown and perhaps beyond that area at a later time. There was a general consensus regarding the creation of the downtown organization and coordinating it with other associations to participate in choosing a consultant and developing a brand. Ms. Hulseberg confirmed that Village Board direction was to form a new organization incorporating other downtown groups; locating a creative, low cost branding consultant; and working on a recommendation for a downtown signage plan for presentation to the Village Board. She reported that by September 1, the Village Board should see a preliminary recommendation for the new organization. Before the Glen Ellyn Alliance disbands on December 31, 2010, they should have completed their job description for an executive director for the new organization. President Pfefferman reminded everyone that their enthusiasm is appreciated, but the Village Board had not committed to hiring a director for the new organization.

4. Further Meeting Enhancements

Deferred to another Workshop Meeting

5. Core Services Project Discussion

Deferred to another Workshop Meeting

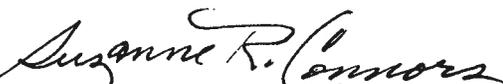
6. Other Items?

None

7. Adjournment

At 7:59 p.m. the meeting was adjourned to the Regular Village Board Meeting in the Galligan Board Room.

Submitted by:


Suzanne R. Connors,
Village Clerk

A-6A₂

**Minutes
Regular Meeting
Glen Ellyn Village Board of Trustees
April 26, 2010**

Call to Order

Village President Pfefferman called the meeting to order at 8:03 p.m.

Roll Call

Upon roll call by Village Clerk Connors, Village President Pfefferman and Trustees Cooper, Henninger, Hartweg, Ladesic and Thorsell answered, "Present." Trustee Comerford was excused.

Pledge of Allegiance

The Pledge of Allegiance was led by Co-Presidents of the One Voice Choir who shared information regarding their interfaith teen outreach choral group.

Village Recognition

- a. Letter from a representative of the Glen Ellyn P.E.O. (Philanthropic Educational Organization), forwarding their thanks to Planning and Development Director Staci Hulseberg for her presentation on future plans for Glen Ellyn.
- b. Letter of thanks from a grateful resident to Police Officers Paul Baird and Kyle Duffie.
- c. The Village Board accepted resignations from the following Commissioners and thanked them for their years of service to the Village:

Michael Harrington
Erik Nielsen

Police Pension Board
Building Board of Appeals

Audience Participation

- a. Union Pacific Railroad representatives, Director of Public Affairs Tom Zapler and Chicago General Superintendent David Giandinoto gave a presentation and answered questions from residents in the audience. The following residents spoke against Union Pacific allowing trains to idle/park for hours behind the houses located between Lombard and Park Boulevard: Sue Connors, 435 N. Park; Mary Ozog, 485 Montclair; Mr. and Mrs. Akamatsu, 443 Carleton; Gina Meyers, 477 Montclair; Terry Baum, 741 Forest; Jeff Clampett, 813 Ellynwood; Tom Takowski, 774 Willis; and Boy Scout Grant Colliander. Questions included environmental concerns from diesel fumes;

debris; addition of a 4th track; fuel changes; and sound barrier installation. Mr. Zapler gave his e-mail address for the public to contact him with questions or concerns. It is tomzapler@up.com.

- b. President Pfefferman presented a proclamation to Village Forester Peggy Drescher declaring Friday, April 30 as Arbor Day in Glen Ellyn. It was celebrated with the Boy Scouts who helped plant a tree at the Summerdale Roundabout.
- c. President Pfefferman also presented a proclamation to members of the Three Fires Council of the Boy Scouts of America recognizing their 100 years of value-based commitment to the youth of our country.
- d. President Pfefferman presented a proclamation to Mr. Johansen, 62 Highview, designating Thursday, May 13, as RED Day in Glen Ellyn, a community service day to Renew, Energize and Donate.

Consent Agenda

Village Manager Jones presented the Consent Agenda; Village President Pfefferman called for questions and/or discussion on the items on the Consent Agenda.

Trustee Hartweg moved and Trustee Cooper seconded the motion that the following items included on the Consent Agenda be approved:

- a. **Minutes** of the following Village Board Meetings:
 - Workshop Meeting
January 18, 2010
April 12, 2010
 - Special Board Meeting
January 18, 2010
 - Regular Meeting
April 12, 2010
- b. **Total Expenditures** (Payroll and Vouchers) - \$1,039,881.92.
The vouchers were reviewed by Trustee Hartweg prior to the meeting.
- c. **Executive Session Minutes** which are not ready to be released:

02-14-00	08-22-05	04-30-07	04-28-08	11-10-08
03-13-00	10-10-05 ^(Sec 2)	05-07-07	07-28-08	11-24-08
07-24-00	10-24-05	06-25-07 ^(Sec 1,4,5)	08-11-08	12-15-08
02-28-05	04-10-06	11-05-07	08-18-08	02-23-09
03-28-05	09-18-06	12-20-07	09-22-08	04-27-09
08-15-05	10-23-06	03-24-08	10-27-08	05-11-09
05-18-09	07-27-09	10-26-09	02-12-07	02-15-10

05-26-09(2)	08-10-09	11-09-09	12-07-09	02-22-10
06-08-09	08-17-09	11-16-09	12-14-09	03-08-10
06-15-09	08-24-09	11-23-09(1)	01-11-10	03-22-10
06-22-09	09-14-09	11-23-09(2)	01-25-10	
07-13-09	10-19-09	03-26-07	02-08-10	

- d. Recommendation of Village President Pfefferman that William Housey be **appointed to the Police Pension Board** for a term ending April 30, 2012.
- e. Waive Sections 8-1-12 (Merchandise on Public Ways) and 4-5-9 (Special Event Signs) and Chapter 3-23 (Peddlers) of the Village Code for the Glen Ellyn Chamber of Commerce seasonal **Farmers' Market**. The Farmers' Market will be held on the south end of the Main Street parking lot from 8:00 a.m. to 1:00 p.m. each Friday from May 28 through October 29, 2010.
- f. Waive Chapter 3-23 (Peddlers), Section 8-1-11 (Street Obstructions), and Section 8-1-12 (Merchandise on Public Ways) of the Village Code and approve the issuance of a temporary, Class E liquor license for the service of beer and wine in the Village's Main Street parking lot for the annual Chamber of Commerce **Taste of Glen Ellyn** event scheduled for Thursday, May 20 through Saturday, May 22, 2010.
- g. Waive Section 6-3-2 (Dangerous Animals), Section 6-3-8 (Prohibited Animals), and Section 8-1-11 (Street Obstructions) of the Village Code in order to allow the **Glenbard West Boosters Club** to host the event, Cow Chip Bingo, on Sunday, May 23, 2010 between the hours of 12:00 p.m. and 3:00 p.m. at Glenbard West Memorial Field.
- h. Waive Section 10-4-17.1.B.32 (Promotional Events) of the Glen Ellyn Zoning Code in order to allow entertainment in the form of live musicians at 476 N. Main Street, 530 Duane Street, and 560 Crescent Boulevard on Friday, April 30, 2010 between 6:00 p.m. and 10:00 p.m. for the Downtown Glen Ellyn Alliance's **Couples Night Out** event.
- i. Waive competitive bidding and approve the **purchase of two OMEGA vent security shrouds** from ARC Corporation of Billings, Montana in the not-to-exceed amount of \$12,000, to be expensed to the FY 09-10 Water Fund.
- j. Award of a contract with Steve Piper & Sons of Naperville, Illinois for the **annual tree removal program** for a three-year span of 2010-2013, to be expensed to the corresponding fiscal year General Fund at the following yearly costs: FY10-11, \$85,000; FY11-12, \$87,000; and FY12-13, \$89,000, for a total three-year cost of \$261,000.
- k. Award of a contract with Steve Piper & Sons of Naperville, Illinois for the **annual tree pruning program** for a three-year span of 2010-2013, to be expensed to the

corresponding fiscal year General Fund at the following yearly costs: FY10-11, \$34,500; FY11-12, \$64,500; and FY12-13, \$75,000, for a total three-year cost of \$174,000.

- l. Award of a contract for **2010-2011 Forestry Consulting Services** to Osage Consulting of Oak Park, Illinois in the not-to-exceed amount of \$15,000, to be expensed to the FY 10-11 Public Works – Operations (General Fund).
- m. Second year of a three-year contract with Earthcare, Inc. of West Chicago, Illinois for the **2010 Landscape Maintenance contract** in the not-to-exceed amount of \$71,000 (including a 10-percent contingency), to be expensed to the FY 10-11 General, Water, Special Programs, Parking, and Fire Company Funds.
- n. Waive competitive bidding and approve award of a contract for the **2010-2011 Concrete Saw-Cutting Program** to Elite Concrete of Sugar Grove, Illinois in the not-to-exceed amount of \$20,000, to be expensed to the FY 10-11 Water and Sanitary Sewer Fund.
- o. Waive competitive bidding and approve award of a contract for the **2010-2011 Material Hauling/Gravel Delivery Contract** to Marcott Enterprises, Inc., of Addison, Illinois in the not-to-exceed amount of \$42,500 (including a 10-percent contingency), to be expensed to the FY 10-11 Water and Sanitary Sewer Fund.
- p. Waive competitive bidding and award a contract to Superior Road Striping of Melrose Park, Illinois (through the Suburban Purchasing Cooperative) in the not-to-exceed amount of \$45,000 for the contemplated **pavement marking** work for FY 10-11 Maintenance/Street Painting.
- q. Expenses involved in moving forward with the mediation process for the **Park/Glen Ellyn Place/Prairie Improvement Project** in the not-to-exceed amount of \$15,000, to be expensed to the FY 10-11 Capital Fund, Water and Sewer Funds, accordingly.
- r. Amend certain sections of Chapters 2 and 3 of Title 9 of the Village Code of the Village of Glen Ellyn regarding **parking violation fee structure and penalty**.
- s. Waive Chapter 3-23 (Peddlers), Section 8-1-11 (Street Obstructions), and Section 8-1-12 (Merchandise on Street) of the Village Code to allow the Glen Ellyn Jaycees to set up and operate their annual **Village Fair** in the Village's Crescent Boulevard parking lot located west of Main Street from Wednesday, May 19, 2010 through Sunday, May 23, 2010 in concert with the Glen Ellyn Chamber of Commerce Taste of Glen Ellyn event.
- t. Waive Section 10-4-17.1(B)32 (Promotional Events) of the Glen Ellyn Zoning Code and Section 3-19-29 (Location Restrictions) of the Glen Ellyn Village Code

to allow Bells and Whistles Snackery to host the **2010 Madonnari Off Main** event in the Central Business District on Saturday, June 5, 2010.

Upon roll call on the Consent Agenda, Trustees Hartweg, Cooper, Henninger, Ladesic and Thorsell voted "Aye". Motion carried.

Ordinance No. 5857 – Adoption of Village Budget for 2010-11 Annual Budget for the Village of Glen Ellyn

Finance Director Jon Batek presented information on the proposed Village budget for Fiscal Year 2010-11. The expenditure budget consists of a total of 14 individual funds, each having a specific purpose, totaling \$42.2 million in aggregate. In comparison to last year's Fiscal Year 2009-10 net budget of \$43.9 million, this represents a decrease of \$1.6 million or 3.6%. A public hearing on the proposed 2010-11 Village budget was held on Monday, April 12, 2010. Final copies of the adopted budget will be available for public review at the Civic Center, Glen Ellyn Public Library, and soon to be online at www.glenellyn.org.

Trustee Henninger moved and Trustee Thorsell seconded the motion that Ordinance No. 5857 be passed, an Ordinance Adopting the Annual Village of Glen Ellyn Expenditure Budget in the Net Amount of \$42.2 Million for Fiscal Year 2010-11 Beginning May 1, 2010 and Ending April 30, 2011.

Upon roll call, Trustees Henninger, Thorsell, Cooper, Hartweg and Ladesic voted "Aye." Motion carried.

Ordinance No. 5858 – 734 Main Street – Zoning Code Variation

Planning and Development Director Staci Hulseberg presented information on a request by John and Martha Schoenfeld for a variation from the Glen Ellyn Zoning Code to allow the construction of a one-story screened porch addition to the rear of the existing two-story house that exceeds the maximum permitted lot coverage ratio.

Trustee Ladesic moved and Trustee Hartweg seconded the motion that Ordinance No. 5858 be passed, an Ordinance Approving a Variation of the Zoning Code to Allow a Screened Porch Addition to the Residence at 734 Main Street.

Upon roll call, Trustees Ladesic, Hartweg, Cooper, Henninger and Thorsell voted "Aye." Motion carried.

Ordinance No. 5859-VC – Establishes Code Hearing Department

Police Chief Phil Norton presented information on an ordinance that establishes a code hearing department and a system of local adjudication for specified violations of Village Code.

Trustee Ladesic moved and Trustee Cooper seconded the motion that Ordinance No. 5859-VC be passed, an Ordinance to Add to Title 1, "Administrative," a New Chapter 12 of the Village Code Regarding an Administrative Ordinance Hearing Department.

Upon roll call, Trustees Ladesic, Cooper, Hartweg, Henninger and Thorsell voted "Aye." Motion carried.

Ordinance No. 5860-VC – Establishes Traffic Code – Vehicle Seizure and Impoundment

Police Chief Phil Norton presented information on an ordinance that establishes the acts that subject a motor vehicle to seizure and impoundment, the procedures for seizure and impoundment, and the release of motor vehicles.

Trustee Ladesic moved and Trustee Henninger seconded the motion that Ordinance No. 5860-VC be passed, an Ordinance to Add Title 9, "Traffic Code," a New Chapter 6 of the Village Code Regarding Vehicle Seizure and Impoundment.

Upon roll call, Trustees Ladesic, Henninger, Cooper, Hartweg and Thorsell voted "Aye." Motion carried.

2009 Street Improvements Project – Final Change Order

Professional Engineer Bob Minix presented information on the first and final change order for the 2009 Street Improvements Project. The project involved roadway work on 11 different street segments in two distinct areas of the Village, with a total of nearly two miles of roadway rehabilitation undertaken in the project.

All aspects of the project have been completed and the Village has come to final agreement on quantities with the contractor. On April 27, 2009, the Village Board approved a construction contract with John Neri Construction Company in the amount of \$2,379,280 with appropriations from the Water, Sanitary Sewer, and Capital Project Funds totaling \$2,500,000 (including a 5-percent contingency). Change Order No. 1 requests an increase of \$478,054 to the contract, and would serve as a final change order that includes items associated with all outstanding force account (time and material) items, additional unit price items deemed necessary during construction, and balancing of contract items. The modified contract cost of \$2,857,334 is 20 percent over the original bid award amount of \$2,379,280.

On April 27, 2009, the Village Board approved an engineering services agreement with Civiltech Engineering in the amount of \$265,000 with appropriations from the Water, Sanitary Sewer, and Capital Project Funds totaling \$280,000 (including a 5-percent contingency). Amendment No. 1 requests an increase of \$51,147 to the agreement, and would permit contract closeout. The modified contract cost of \$316,147 is 19 percent over the original bid award amount of \$265,000.

Trustee Thorsell moved and Trustee Hartweg seconded the motion that the following actions be approved:

- a. Increase the appropriation for construction of the 2009 Street Improvements Project by John Neri Construction Company in the amount of \$357,334, for a revised total appropriation of \$2,857,334, to be expensed to the FY 09-10 Water, Sanitary and Capital Project Funds;
- b. **Resolution No. 10-07**, a Resolution Concerning the Determination of the Village Board that Change Order No. 1 (FINAL) with John Neri Construction Company, for an Increase in the Contract Price of \$478,054 is Required for the 2009 Street Improvements Project, for a Revised Contract Cost of \$2,857,334;
- c. Increase the appropriation for construction engineering services associated with the 2009 Street Improvements Project provided by Civiltech Engineering, Inc. by \$36,147, for a revised total appropriation of \$316,147, to be expensed to the FY 09-10 Capital Projects, Sanitary Sewer and Water Funds; and
- d. Approve Amendment No. 1 to the construction engineering services agreement with Civiltech Engineering, Inc. for additional construction engineering services for the 2009 Street Improvements Project, in the amount of \$51,147, for a final contract amount of \$316,147.

Upon roll call, Trustees Thorsell, Hartweg, Cooper, Henninger and Ladesic voted "Aye."
Motion carried.

Reminders

- The next Regular Village Board Meeting is scheduled for Monday, May 10, 2010 with a Workshop beginning at 7 p.m. and the Regular Board Meeting beginning at 8 p.m. in the Galligan Board Room of the Glen Ellyn Civic Center.

Other Business

None

Adjournment

At 10:10 p.m., Trustee Cooper moved and Trustee Henninger seconded the motion to recess to executive session in Room 301 to discuss threatened or pending litigation and the review and approval of Executive Session minutes without returning to regular session. All Trustees present voted "Aye." Motion carried.

Respectfully Submitted,

Suzanne R. Connors
Village Clerk

A-6E



To: Steve Jones, Village Manager

From: Joe Caracci, Public Works Director

Date: May 11, 2010

Re: Braeside Neighborhood Lighting Improvements Project

Background

Late last year, the Village was notified by DuPage County that we were selected to receive \$300,000 of federal Community Development Block Grant (CDBG) funds to perform a neighborhood streetlight project in our Braeside neighborhood. The project involves the installation of approximately 60 street lighting units on all subdivision streets to promote increased night-time security. Total project costs are estimated to be about \$700,000 with the construction work projected to be about \$600,000. At this time we would like to begin early stages of the project which include design engineering and the execution of an agreement with DuPage County to receive the funds.

Issues

The Agreement governs our acceptance of up to \$300,000 in Community Development Block Grant (CDBG) funds, describing the various stipulations and actions that are part and parcel of participating in a federal grant program. The agreement is identical to our last CDBG agreement for the recently completed Braeside Area (Sanitary) Improvements Project with the exception of scope description, funding amount and timetable.

The timetable identified in the agreement calls for the expenditure of all funds by June 30, 2011. While the project is budgeted for the FY 10/11 fiscal year, cash flow considerations in the Capital Projects Fund dictate that these street light project expenditures be pushed out as far as possible. We anticipate bidding the project in early 2011, with the project to be completed in August 2011, somewhat beyond the stipulated completion date. Based on our experience with the recently completed 2009 Braeside work, this should not be a problem as long as we show continuing progress on the project this year with the hiring of an engineer and completion of the contract documents, timely bidding early in 2011, and the start of work by April 1, 2011.

The execution of the Agreement has been drafted in Resolution Form for Village President signature.

The second action involves the selection of a consultant to perform the engineering design. Pavia-Marting played a vital role in the securing of the CDBG funds as our preliminary engineer on the application submittal. Pavia-Marting has been asked to provide a proposal that includes

tasks consisting of a design study, field surveying, preliminary plan development, pre-final plan development, final engineering, and support services during bidding. The proposed costs for these services (which include a sub-consultant for specialty services related to electrical design) are \$49,750. With a 10% contingency, we recommend approval of an engineering agreement in the amount of \$55,000 which will be expensed to our Capital Projects Fund.

Action Requested

Bob Minix will present this item at the May 24, 2010 Village Board Meeting.

1. Resolution No. 10-xx, a Resolution Authorizing the Execution of an Agreement between the Village of Glen Ellyn and the County of DuPage Governing the Receipt by the Village of Community Development Block Grant Funds in the Amount of \$300,000 to Assist in the Funding of the Braeside Neighborhood Lighting Improvements Project.
2. Motion to approve an engineering services agreement with Pavia-Marting and Co. of Roselle for the design of street lighting improvements for the Braeside Neighborhood Lighting Improvements Project, in a not-to-exceed amount of \$55,000 (including a 10% contingency), to be expensed to the FY 10-11 Capital Projects Funds.

Recommendation

I recommend approval of these items.

Attachments

- Memorandum dated May 11, 2010 (with attachments) authored by Professional Engineer Bob Minix

Interoffice Memorandum

to: Joe Caracci, Public Works Director

from: Bob Minix, Professional Engineer 

subject: Braeside Neighborhood Lighting Improvements Project
Request for Execution of an Agreement with DuPage County for Use of Community Development Block Grant Funds
Recommendation for Approval of an Agreement for Design Engineering Services with Pavia-Marting and Co.

date: May 11, 2010

In September 2009 the Village of Glen Ellyn submitted applications for Community Development Block Grant (CDBG) funds for two potential projects in the Braeside area, one for street lighting improvements and the second for rear-yard drainage installations. In February 2010 the DuPage Community Development Commission notified the Village the lighting project was selected for inclusion in the coming CDBG program year.

The Braeside Neighborhood Lighting Improvements project would install approximately 60 street lighting units on all area streets including Briar, Surrey, Heather, Londonberry, Brighton and Valley (please see the enclosed proposed plan). Included would be street lighting units consisting of a foundation, pole and luminaire; electric utility service installation, lighting controller and required restorations. Estimated cost of the work is \$700,000 including engineering expenses. The poles would be spaced at regular intervals along the streets to provide a reasonable lighting level to eliminate long stretches of dark zones and promote increased security at night. The Police Department feels that increased lighting in the Braeside area would complement their patrol efforts, particularly along Brighton and near Surrey Park in the northeast section of the subdivision.

The next steps for implementation of the lighting project include approval of an Agreement with the County of DuPage and the hiring of an engineer to design the improvements. A form of agreement has been received from the Community Development Commission and is recommended for approval. Likewise, a proposal has been received from Pavia-Marting and Co. for design engineering services for the project. Pavia-Marting assisted the Village last year with preparation of design sketches and cost estimates that were an integral part of the 2009 Braeside CDBG applications.

CDBG AGREEMENT

The Agreement governs our acceptance of up to \$300,000 in Community Development Block Grant (CDBG) funds, describing the various stipulations and actions that are part and parcel of participating

in a federal grant program. I have reviewed the document received from the County and noted the following:

- The general form of the Agreement is exactly the same as previous CDBG agreements with the County. Since 1995, we have received Block Grant funds for a previous Braeside area project involving roadway, water main and sewer improvements built in 1995; the safety fence on the south side of the UPRR tracks west of Prospect; Duane Street improvements west of Lorraine Road; Valley Road utility extensions in that corridor between I-355 and Braeside north of Roosevelt Road; and the recently completed 2009 Braeside Neighborhood Improvements project that involved water main, sanitary sewer and roadway improvements, focusing on Surrey Drive, but involving area-wide sanitary sewer lining as well.
- I compared the proposed wording of this Agreement with the Agreement executed in 2008 for the Braeside Neighborhood Improvements Project. The wording of the two documents is identical with the exception of the description of the scope of work, funding amount and project implementation timetable, which are conformed to the specific project. The Agreement appears to be in good order and approval is recommended.
- Project timeliness is a slight issue with the street lighting project. The Agreement Project Schedule calls for expenditure of all funds by June 30, 2011. While the project is budgeted for the FY 10 – 11 fiscal year, cash flow considerations in the Capital Projects Fund dictate that these street light project expenditures be pushed out as far as possible. We anticipate bidding the project in early 2011, with the project to be completed in August 2011, somewhat beyond the stipulated completion date. Based on our experience with the recently completed 2009 Braeside work, this should not be a problem as long as we show continuing progress on the project this year with the hiring of an engineer and completion of the contract documents, timely bidding early in 2011, and the start of work by April 1, 2011. With a relatively long lead-time required for manufacture of the lighting units, our proposed schedule should be satisfactory from all perspectives: Block Grant, contractor and Village cash flow requirements.
- The Village President is requested to sign the Agreement and the Village Clerk should attest. I have prepared a form of Resolution (attached) to approve execution of the Agreement. The recitals therein are similar to previous resolutions that approved the acceptance of CDBG program monies and terms.
- The County Board will act on the Agreement following our execution of the document.

ENGINEERING SERVICES AGREEMENT WITH PAVIA-MARTING

The September 2009 CDBG applications were developed primarily by the Planning and Development Department. To assist in this endeavor, Public Works retained a consultant – Pavia-Marting and Co. – to develop concept-level plans and cost estimates to support the applications. The consultant prepared the needed materials in a timely manner and significantly aided the application effort. As Pavia-Marting played a vital role in the success of the application for the street lighting project, the firm was requested to continue their involvement and provide a proposal for detailed design engineering.

Pavia-Marting has provided engineering design services for a variety of Village projects in recent years relating to roadway and sidewalk improvements. To perform this project, Pavia-Marting is teaming with a sub-consultant – Barrett Engineering, P. C. – for specialty services relating to electrical design issues. Excerpts from the Pavia-Marting/Barrett team proposal are enclosed for reference.

The design engineering assignment is divided into six phases consisting of a design study, field surveying, preliminary plan development, pre-final plan development, final engineering and support services during bidding. Including the contribution of Barrett Engineering at \$8,900, the total engineering fee requested by Pavia-Marting is **\$49,750**. This fee level is consistent with the estimate used to develop the CDBG total project cost of \$700,000 that included \$100,000 for engineering design and construction oversight responsibilities.

A key component of the upcoming engineering work is the initial step of performing the design study. The state of the street lighting industry is in flux due to the relatively recent introduction of LED street lights. The LED technology is intriguing due to significantly lower energy costs for the same level of lighting intensity and longer life of the lighting units, but is quite new, still emerging and more expensive to initially install. The design study will identify configurations, availability, maintenance requirements and costs for different lighting approaches, with a focus on comparing the more traditional high-pressure sodium units with LED fixtures. The study results will drive the development of the final design drawings and specifications.

The other proposal components of the scope of work are traditional project development steps, using the resources of the electrical engineering sub-consultant to provide detailed electrical calculations, specifications and general expertise in the development of the design plans.

With a 10% contingency, funding in the amount of **\$55,000** is recommended. Funds should be taken from the FY 10 – 11 Capital Projects Fund, Account No. 40000-580100, Construction Projects. An excerpt from the Capital Projects budget is enclosed for reference.

enc. as noted

cc: Steve Jones, Village Manager
Staci Hulseberg, Planning and Development Director
Kristen Schrader, Administrative Analyst
Jeff Perrigo, Civil Engineer

X:\Publicwks\ENGINEER\BRAESIDE\2010 Neighborhood Lighting Improvements\CDBG\Request for Approval of County Agreement and Approval of Design Engineer.doc

Resolution No. _____

**A Resolution Authorizing the Execution of an Agreement
Between the Village of Glen Ellyn and the County of DuPage
Governing the Receipt by the Village of Community Development Block Grant Funds
In the Amount of \$300,000 to Assist in the Funding of the
Braeside Neighborhood Lighting Improvements Project**

Whereas, the County of DuPage (County) has received a grant of Community Development Funds from the United States Department of Housing and Urban Development (HUD), as provided for by the Housing and Community Development Act of 1974, as amended; and

Whereas, the Village of Glen Ellyn, DuPage County, Illinois (Village), in September of 2009, submitted an application for Community Development Block Grant (CDBG) funds to the County to help defray the costs to install street lights on Briar Street, Surrey Drive, Heather Lane, Londonberry Lane, Brighton Place and Valley Road as part of the Braeside Neighborhood Lighting Improvements Project (Project); and

Whereas, Project costs for engineering and construction are estimated to be \$700,000; and

Whereas, Project construction costs are estimated to be \$600,000; and

Whereas, the Village has requested \$300,000 in CDBG funds in its application; and

Whereas, the County has considered and approved the Village's application and the County Board has approved the project as part of the 2010 Action Plan of the 2010-2014 DuPage County Consolidated Plan submitted to HUD for the CDBG Program; and

Whereas, the Village has received an Agreement from the County which authorizes that CDBG funds be distributed to the Village in the amount of up to \$300,000 and lists the terms and conditions associated with the receipt of CDBG funds; and

Whereas, the President and the Board of Trustees believe and hereby declare that it is in the best interest of the Village of Glen Ellyn and its residents to accept CDBG monies and the stipulations thereto for the funding of street lighting improvements in the Braeside area associated with the Project.

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

Section One: The recitals stated above are hereby adopted by the Village Board as its findings.

Section Two: The Agreement between the County of DuPage and the Village of Glen Ellyn that authorizes up to \$300,000 in Community Development Block Grant Funds to pay for a portion of the approximately \$600,000 construction cost of street lighting improvements associated with the Braeside Neighborhood Lighting Improvements Project is hereby accepted, and the Village President is hereby authorized and directed to execute said Agreement.

Section Three: This Resolution shall be in full force and effect from and after its passage and approval.

Passed by the President and Board of Trustees of the Village of Glen Ellyn, Illinois, this

_____ day of _____, 2010.

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

DU PAGE COMMUNITY DEVELOPMENT COMMISSION

cc: SAEI
JOE ✓

February 24, 2010

FILE COPY

Mr. Steve Jones
Village Manager
Village of Glen Ellyn
535 Duane Street
Glen Ellyn, IL 60137

Project:	Braeside Neighborhood Lighting Improvements
Award Amount:	\$300,000
Project Number:	CD10-03

Dear Mr. Jones:

It is my pleasure to inform you that the Village of Glen Ellyn was a successful applicant to the DuPage County Community Development Block Grant (CDBG) Program. The above-cited award was approved as part of the 2010 Action Plan of the 2010-2014 DuPage County Consolidated Plan. The Action Plan was submitted to HUD by the DuPage County Board on February 10, 2010. The program year for this grant will begin on April 1, 2010, and end on March 31, 2011.

I will be preparing the Agreement in the next few weeks and will send it to you for execution by the Village. Once that document has been returned to me, it will be sent to the County Board for approval and a copy will be returned to you for your records and administration of the grant. I will then arrange a project set-up meeting.

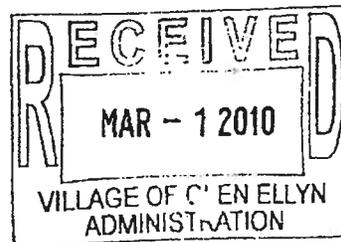
An Environmental Review is required for each project funded with CDBG funds. I will be completing this Review in the near future. Please do not commit any funds (sign contracts) related to this project until the Environmental Review is complete.

As the Community Development Commission staff member assigned to this project, I look forward to working with you toward successful completion of this project. Should you have any questions, do not hesitate to call.

Sincerely,



Michael R. Tréve
DuPage Community Development Commission



DU PAGE COUNTY DEPARTMENT OF COMMUNITY SERVICES

DU PAGE CENTER • 421 N. COUNTY FARM ROAD • WHEATON, IL 60187

Mary A. Keating, Director

FAX 630-407-6601

630-407-6600

DU PAGE COMMUNITY DEVELOPMENT COMMISSION

April 6, 2010

Mr. Steve Jones
Village Manager
Village of Glen Ellyn
535 Duane Street
Glen Ellyn, IL 60137

Re: **Project: Braeside Neighborhood Lighting Improvements**
Agreement Number: CD10-03
Award: \$300,000.00 CDBG Funds

Dear Mr. Jones:

Enclosed please find the CDBG AGREEMENT for the above-cited project. We also strongly recommend that your attorney review the Agreement with you. This Agreement is not only a legal instrument but also a working document. Therefore, please make it available to personnel who will be involved in the implementation of this project.

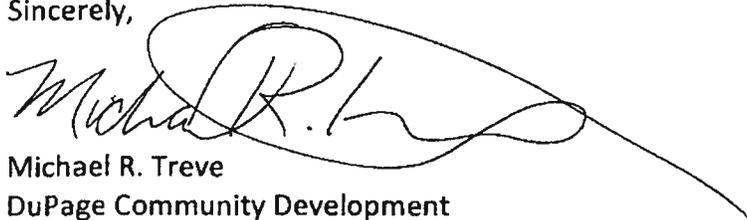
Please fully execute the Agreement and return the original to our office. When returned, the original Agreement must include the following:

1. Authorized signatures on the Agreement and on Exhibit B;
2. An original or certified copy of the adopting Resolution from the Board of Directors.

The County Clerk will mail a certified copy to you after execution by the County Board.

As the Community Development Commission staff member assigned to this project, I look forward to working with you toward successful completion of this project. Should you have any questions, please contact me at (630) - 407-6608.

Sincerely,



Michael R. Treve
DuPage Community Development

Enc.

DU PAGE COUNTY DEPARTMENT OF COMMUNITY SERVICES

DU PAGE CENTER • 421 N. COUNTY FARM ROAD • WHEATON, IL 60187

Mary A. Keating, Director

FAX 630-407-6601

630-407-6600

AGREEMENT
BETWEEN THE COUNTY OF DU PAGE AND
THE VILLAGE OF GLEN ELLYN

This AGREEMENT is entered into as of the _____ day of _____, 2010, by and between the COUNTY OF DU PAGE, a political body and corporate of the State of Illinois (hereinafter called "COUNTY") with offices at 421 N. County Farm Road, Room 1-700, Wheaton, IL 60187 and the VILLAGE OF GLEN ELLYN, an Illinois Municipal Corporation, (hereinafter called "SUBGRANTEE") having a principal place of business at 535 Duane Street, Glen Ellyn, IL 60137.

RECITALS

WHEREAS, the Illinois General Assembly has granted COUNTY authority to make all contracts and do all other acts in relation to the property and concerns of the county necessary to the exercise of its corporate powers (Illinois Compiled Statutes, Chapter 55, paragraphs 5/5-1005), and to enter into agreements for the purposes of receiving funds from the United States government under the "Housing and Community Development Act of 1974", and other subsequent housing acts, and may disburse those funds and other county funds for community development and other housing program activities (Illinois Compiled Statutes, Chapter 55, paragraph 5/5-1093); and

WHEREAS, COUNTY has applied for Community Development Block Grant Funds from the United States Department of Housing and Urban Development (hereinafter called "HUD") as provided by the Housing and Community Development Act of 1974, as amended (P.L. 93-383) (hereinafter called "ACT"); and

WHEREAS, SUBGRANTEE has heretofore agreed with the COUNTY to participate with the COUNTY in an application for Community Development Block Grant (hereinafter called "CDBG") funds so that the population of SUBGRANTEE is included in the total population utilized for grant calculation purposes by the COUNTY; and

WHEREAS, COUNTY, by and through its Community Development Commission ("CDC") has considered and approved the application of the SUBGRANTEE and hereby agrees to distribute to SUBGRANTEE a portion of the total CDBG funds allotted to the COUNTY, with the portion distributed to SUBGRANTEE being in an amount and upon the conditions provided herein ("CDBG FUNDS"); and

WHEREAS, the County Board approved this project on February 10, 2010, as part of the 2010 Action Plan of the 2010-2014 DuPage County

Consolidated Plan submitted to HUD for the Community Development Block Grant Program under Resolution #CDC-002-10; and

WHEREAS, COUNTY and SUBGRANTEE enter into this AGREEMENT pursuant to their respective powers to enter into such agreements, as those powers are defined in the Illinois Constitution and applicable statutes; and

NOW, THEREFORE, in consideration of the premises, the mutual covenants, terms and conditions hereinafter set forth, and the understandings of each party to the other, the parties do hereby mutually covenant, promise and agree as follows:

I. INCORPORATION AND CONSTRUCTION

- A. All recitals set forth above are incorporated herein and made part hereof, the same constituting the factual basis for this AGREEMENT.
- B. The headings of the paragraphs and subparagraphs of this AGREEMENT are inserted for convenience of reference only and shall not be deemed to constitute part of this AGREEMENT or to affect the construction hereof.

II. SCOPE OF THE PROJECT

- A. SUBGRANTEE hereby agrees to perform, in a timely fashion, the following activity, as previously defined in the application and project description, dated September 30, 2009, and submitted by the SUBGRANTEE, entitled "BRAESIDE NEIGHBORHOOD LIGHTING IMPROVEMENTS" hereinafter called "PROJECT") in Glen Ellyn, Illinois.
- B. The purpose of the activities funded pursuant to this AGREEMENT is add and improve street lighting in the area commonly known as the Braeside Neighborhood. The scope of the activities for the project includes installation of street lights for the following road locations:
 - 1. Surrey Drive from IL Route 53 to Roosevelt Road;
 - 2. Valley Road from Surrey to dead end;
 - 3. Briar Street from Surrey to Roosevelt Road;
 - 4. Heather Lane from Briar to Surrey;
 - 5. Londonberry Lane from Briar to Surrey; and

6. Brighton Place from Briar to Surrey.
 7. Reimburse for other costs associated with the PROJECT that are consistent with the scope and intent of the PROJECT, and are pre-approved by CDC Staff.
- C. The SUBGRANTEE shall comply with administrative and procurement requirements as applied to the Community Development Block Grant program in accordance with 24 CFR 85, and further promises:
1. The Bid Specifications shall include all specifications and pertinent attachments and shall define the items or services in order for the bidder to properly respond.
 2. The SUBGRANTEE shall submit the Bid Specifications and plans to the CDC office for staff's approval prior to advertising in a local newspaper and the Dodge Construction News.
 3. The SUBGRANTEE shall include in the invitation for bids, the statement "Minorities and women contractors are encouraged to submit bids." The SUBGRANTEE shall purchase space in the Dodge Construction News Classified Section specifically inviting MBE/WBE firms to submit bids.
 4. All bids will be publicly opened at the time and place prescribed in the invitation for bids.
 5. The SUBGRANTEE shall provide the CDC office with a copy of the classified advertisement and the results from the bid opening.
 6. The contract award will be made, in writing, to the lowest responsive and responsible bidder. Any or all bids may be rejected, if there are sound documented reasons.
- D. The SUBGRANTEE shall comply with the Federal Labor Standards and Prevailing Wage Rates as applied to the Community Development Block Grant Program in accordance with Title 29 of the Code of Federal Regulations, Part 5:
1. After the start of construction, the SUBGRANTEE shall provide to the CDC Staff weekly reports from the contractor and/or subcontractor(s) relative to the work performed by them at the PROJECT site. The SUBGRANTEE

shall conduct employee interviews of the contractor and/or subcontractor(s) at the PROJECT site.

2. Originals of all documents required for compliance with the Federal Labor Standards shall be supplied to the CDC Office.
3. SUBGRANTEE shall erect a sign in a prominent place at the PROJECT site crediting the DuPage Community Development Commission and HUD for funding of the PROJECT by including the following statement:

"Funding for this PROJECT has been provided, in part, by the DuPage Community Development Commission from the U.S. Department of Housing and Urban Development's Community Development Block Grant Program."

- E. The SUBGRANTEE shall provide a progress report to the CDC office each month, reporting on the status of the PROJECT in relation to the project target dates. The progress reports shall begin upon the signing of this AGREEMENT and shall continue until the PROJECT is closed out.
- F. SUBGRANTEE shall return to the COUNTY any program income, as defined in 24 CFR Part 570.500(a), which is generated as a result of this PROJECT. Written request for an exception to this provision must be made, in writing, to the CDC Office explaining why the SUBGRANTEE needs the income, the specific activities the SUBGRANTEE will undertake with the funds and how the SUBGRANTEE will report the income and expenditures to the COUNTY. A written response to the request will be provided to SUBGRANTEE from the COUNTY.

III. AMOUNT AND TERMS OF GRANT

- A. The COUNTY shall distribute to SUBGRANTEE, as SUBGRANTEE'S portion of the total grant received by the COUNTY and in consideration of SUBGRANTEE'S undertaking to perform the PROJECT, a maximum of THREE HUNDRED THOUSAND and 00/100 DOLLARS (\$300,000.00) (hereinafter "GRANT FUNDS"), to be paid in the manner set forth herein in Section VII and in Exhibit "A".
- B. This PROJECT shall be identified as CDC Agreement No. CD10-03 and CDC Account No. 3934. These identifying numbers shall be used by SUBGRANTEE on all payment requests.

- C. SUBGRANTEE shall be responsible for the contribution of a minimum of FOUR HUNDRED and 00/100 (\$400,000.00) or 57.1% of the total project cost in leveraging funds to the PROJECT, and evidence of said leveraged funds shall be made conspicuous within the written request and accompanying documents.
- D. Grant funds for this PROJECT are awarded based on the ratio of the granted amount, \$300,000.00, and the total project cost, \$700,000.00, as provided in the application. The ratio of these two figures establishes the amount split between the COUNTY and the SUBGRANTEE. For this PROJECT, the COUNTY is committed to 42.9% and the SUBGRANTEE is responsible for 57.1% of each payment request.

IV. SUBGRANTEE'S COMPLIANCE WITH THE ACT

- A. COUNTY shall assist SUBGRANTEE in making application for Community Development Block GRANT FUNDS and in complying with the ACT and the rules and regulations promulgated for implementation of the ACT.
- B. SUBGRANTEE agrees to abide by the ACT, and all HUD rules and regulations promulgated to implement the ACT, as identified in Exhibit "A" attached hereto and made a part hereof.
- C. COUNTY, as a condition to this grant of funds, requires the SUBGRANTEE, when applicable, (1) to assist in the completion of an environmental review as needed for the PROJECT and (2) complete certifications showing equal employment opportunity compliance including equal employment opportunity certification with reference to the PROJECT, as set forth in Exhibit "B" attached hereto and made a part hereof.
- D. SUBGRANTEE, in performing under this AGREEMENT, shall:
 - 1. Not discriminate against any worker, employee, or applicant, or any member of the public, because of race, creed, color, sex, age or national origin, nor otherwise commit an unfair employment practice; and
 - 2. Take affirmative action to insure that applicants are employed without regard to race, creed, color, sex, age or national origin, with such affirmative action including, but not limited to the following: Employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, selection for

training, including apprenticeship.

- E. SUBGRANTEE agrees and authorizes CDC and the U. S. Department of Housing and Urban Development to conduct on-site reviews, examine personnel and employment records and to conduct any other procedures or practices to assure compliance with the provisions set forth in Paragraph D above. SUBGRANTEE agrees to post in conspicuous places available to employees and applicants for employment notices setting forth the provisions of the non-discriminatory clause set forth in Paragraph D above.
- F. SUBGRANTEE agrees not to violate any laws, State or Federal rules or regulations regarding a direct or indirect illegal interest on the part of any employee or elected official of the SUBGRANTEE in the PROJECT or payments made pursuant to this AGREEMENT.
- G. SUBGRANTEE agrees that to the best of its knowledge, neither the PROJECT nor the funds provided therefore, nor the personnel employed in the administration of the program shall be in any way or to any extent engaged in the conduct of political activities in contravention of Chapter 15 of Title 5, United States Code, referred to as the Hatch Act.
- H. SUBGRANTEE shall maintain records to show actual time devoted and costs incurred in relation to the PROJECT and shall prepare and submit monthly progress reports which describe the work already performed and anticipated during the remaining time of the PROJECT. Upon fifteen (15) days prior written notice from the COUNTY, originals or certified copies of all time sheets, billings, and other documentation used in the preparation of said progress reports shall be made available for inspection, copying, or auditing by the COUNTY at any time during normal business hours, at 421 North County Farm Road, Wheaton, Illinois.
- I. SUBGRANTEE shall adopt the audit requirements of the Office of Management and Budget (hereinafter "OMB") Circular A-128, "Audits of State and Local Government." SUBGRANTEE shall submit to the COUNTY one copy of said audit report. SUBGRANTEE shall permit the authorized representatives of the COUNTY, HUD and the Comptroller General of the United States to inspect and audit all data and reports of the SUBGRANTEE relating to its performance under the AGREEMENT.
- J. COUNTY shall provide, upon request, copies of all laws,

regulations and orders cited in this AGREEMENT.

- K. SUBGRANTEE and COUNTY shall at all times observe and comply with Title 24 CFR Part 570 and all applicable laws, ordinances or regulations of the Federal, State, County, and local government, which may in any manner affect performance under this Agreement, and SUBGRANTEE shall perform all acts with responsibility to the COUNTY in the same manner as the COUNTY is required to perform all acts with responsibility to the Federal government.
- L. SUBGRANTEE shall transfer to the COUNTY any CDBG funds on hand and submit all billings attributable to this PROJECT at the time this AGREEMENT expires.
- M. SUBGRANTEE will ensure that any real property under the SUBGRANTEE'S control that was acquired and/or improved in whole or in part with CDBG funds in excess of TWENTY FIVE THOUSAND AND 00/100 DOLLARS (\$25,000) is used to meet the benefit of low and moderate income persons as defined by HUD, for a period of twenty (20) years after the expiration of the AGREEMENT.
- N. If during the twenty (20) year period after the expiration of this AGREEMENT, the SUBGRANTEE disposes of any property under the SUBGRANTEE'S control that was acquired and/or improved in whole or in part with GRANT FUNDS in an amount in excess of TWENTY FIVE THOUSAND and 00/100 Dollars (\$25,000), then the SUBGRANTEE will reimburse the COUNTY in the amount of the current fair market value of the property less any portion of the value attributable to expenditures of non-CDBG funds for acquisition of, or improvement to, the property.

V. RIGHTS TO SUBCONTRACT

- A. SUBGRANTEE is herewith granted authority to subcontract all or any portion of the PROJECT to such engineers, architects, independent land use consultants, professional land planners, construction contractors or other entities as SUBGRANTEE shall deem appropriate or necessary and upon such terms as may be acceptable to SUBGRANTEE.
- B. Administration of any subcontracts by the SUBGRANTEE shall be in conformance with 24 CFR Part 570.200(d)(2) and Part 85.36.

VI. COUNTY'S OBLIGATION TO PROSECUTE APPLICATION

- A. COUNTY shall forthwith file all applicable documents and shall comply with all applicable rules and regulations to secure a release of GRANT FUNDS for the PROJECT.
- B. After the COUNTY has received notification that GRANT FUNDS for the PROJECT have been released by HUD, the SUBGRANTEE shall be authorized to accept the proposal of any subcontractor for the PROJECT.
- C. COUNTY agrees to abide by the ACT, and all HUD rules and regulations promulgated to implement the ACT.

VII. BILLING PROCEDURE

- A. Upon release of GRANT FUNDS by HUD for the PROJECT, the COUNTY shall make disbursements to the SUBGRANTEE as either reimbursement for advances made by SUBGRANTEE or as advances for specific cash requirements of SUBGRANTEE for the PROJECT. All claims of SUBGRANTEE, whether for reimbursement or advancement, shall comply with the following requirements:
 - 1. The SUBGRANTEE shall provide the CDC Office, upon approval of this Agreement, with an itemized list of all estimated expenditures. This list shall show expected quantities and unit prices for each item.
 - 2. SUBGRANTEE shall submit a request for disbursement of GRANT FUNDS, on a form provided by the COUNTY (hereinafter referred to as "Request for Payment");
 - 3. Requests for Payment shall be submitted on a timely basis. Each Request for Payment sent to the COUNTY shall be accompanied by a payment estimate form signed by the SUBGRANTEE's authorized representative, showing the work completed. Where the PROJECT includes funding sources in addition to the GRANT FUNDS herein, a written accounting of all funding sources applied to the PROJECT shall accompany the Request for Payment. Changes to items on the Request for Payment form must be authorized, in writing, by the SUBGRANTEE and a copy of such authorization shall be submitted to the CDC Office before payment pursuant to such changes is made.
 - 4. Any claim for advancement of GRANT FUNDS shall be limited to an amount necessary for SUBGRANTEE to meet

specific cash requirements for the PROJECT and shall be disbursed by SUBGRANTEE within three (3) working days of receipt by SUBGRANTEE;

5. Any request for reimbursement or advancement pertaining to construction work shall include the following:
 - (a) For interim payments to contractors and subcontractors, certification that the work for which payment is requested has been performed and is in place and to the best of SUBGRANTEE's knowledge, information and belief, the quality of such work is in accordance with the contract and subcontracts, subject to: (i) any evaluation of such work as a functioning PROJECT upon substantial completion; (ii) the results of any subsequent tests permitted by the subcontract; and (iii) any defects or deficiencies not readily apparent upon inspection of the work; and
 - (b) For final payment, a written statement that the work has been performed in a satisfactory manner and in conformance with the contract;
 - (c) Any changes to items on the Request for Payment form must be authorized, in writing, by the SUBGRANTEE and a copy of such authorization shall be submitted to the CDC Office before payment pursuant to such changes is made; and
 - (d) The COUNTY's processing of all requests for payment shall be contingent upon the submission of the required documentation by the contractor and subcontractor to the COUNTY that fully complies with Federal labor standards, Uniform Relocation Act or any other applicable Federal, State, County or local statutes, rules or regulations.
6. Any request for reimbursement or advancement pertaining to acquisition of real property shall be accompanied by a copy of an executed contract for the purchase of real property and supporting documentation, if any, requested by the CDC Office.
7. SUBGRANTEE shall forward to COUNTY all billings, vouchers, and other documents representing any accounts payable, in such timely and reasonable manner as both parties shall determine.

8. SUBGRANTEE shall cooperate with the COUNTY to facilitate the COUNTY's maintenance of financial records regarding the PROJECT as required by Title 24 CFR 85.

B. The COUNTY shall process an acceptable Request for Payment of GRANT FUNDS in accordance with this AGREEMENT, applicable HUD requirements and COUNTY fiscal policies.

VIII. ADMINISTRATION AND REPORTING REQUIREMENTS

A. SUBGRANTEE shall administrate the GRANT FUNDS in conformance with the regulations, policies, guidelines and requirements of Title 24 CFR Part 85 and, OMB Circular numbers A-87 and A-133, as they relate to the acceptance and use of Federal funds for the PROJECT.

B. SUBGRANTEE shall submit all required information to show compliance with applicable laws, rules and regulations, as specified in this AGREEMENT and shall submit to COUNTY a monthly progress report no later than the fifth (5th) day of the month following the activity being reported. Other reporting requirements are specified in Exhibit "A" attached hereto and made a part of this AGREEMENT.

IX. TERMINATION OF AGREEMENT OR SUSPENSION OF PAYMENT

A. During the implementation of the PROJECT, COUNTY may terminate this AGREEMENT or may suspend payment of GRANT FUNDS to SUBGRANTEE for SUBGRANTEE's substantial breach of this AGREEMENT, abandonment of the PROJECT or occurrence rendering impossible the performance by SUBGRANTEE of this AGREEMENT.

B. During the implementation of the PROJECT, the COUNTY may suspend payments of GRANT FUNDS due to use of GRANT FUNDS in a manner unrelated to SUBGRANTEE's performing the PROJECT, failure by SUBGRANTEE in submitting supporting information or documentation for a payment request; submission by SUBGRANTEE of incorrect or incomplete reports, or SUBGRANTEES suspension of its pursuit of the PROJECT.

C. In the event COUNTY elects to terminate this AGREEMENT or to suspend payments, for any reason stated hereinabove in paragraphs A and B of this Section IX, it shall notify the SUBGRANTEE, in writing, of such action, specifying the particular deficiency, at least five (5) working days in

advance of any such action and establishing a time and a place for the SUBGRANTEE to refute the alleged deficiency at a time prior to COUNTY's taking such action. After allowing the SUBGRANTEE the opportunity to refute or correct the alleged deficiency, if the alleged deficiency continues to exist, in the reasonable opinion of the COUNTY, the COUNTY may withhold payment of the GRANT FUNDS until such time as the violation or breach is remedied. No action taken or withheld by the COUNTY under this paragraph shall relieve the SUBGRANTEE of its liability to the COUNTY for any funds expended in violation of any of the terms of this AGREEMENT.

- D. SUBGRANTEE shall transfer to the COUNTY any GRANT FUNDS in its possession or control and submit all billings attributable to this PROJECT at the time this AGREEMENT terminates or is suspended.

X. REMEDIES

- A. In the event HUD, or any other Federal agency, makes any claim which would give rise to invoking the remedy provisions, as set forth in paragraph A of this Section X, then the COUNTY or SUBGRANTEE shall immediately notify the other party, in writing, providing the full details of the alleged violation. The party owing the remedy for the alleged breach (the alleged breaching party) shall have the right to contest the claim, in its own name or in the name of the other party, through all levels of any administrative proceedings or in any court of competent jurisdiction without any cost to the other party. Upon any final adjudication, or upon any settlement agreed to between the party alleged to have breached this AGREEMENT and the Federal agency, the alleged breaching party shall promptly pay any funds found due and owing.
- B. As long as the party entitled to the remedy is not in jeopardy of losing any other Federal funding, of any kind or description, as a result of the alleged breach, the alleged breaching party shall have complete right to settle or compromise any claim and to pay any judgment to the Federal government, so long as the party entitled to the remedy is indemnified.
- C. If either party has lost or been prevented from receiving any Federal funds, other than the GRANT FUNDS, as a result of any alleged violation subject to the remedy provisions hereof, the alleged breaching party shall repay, upon demand by the

other party, such amount of GRANT FUNDS allegedly due, as a result of the alleged breach, and the alleged breaching party may then pursue any remedy it may have in an appropriate forum in its own name or in the name of the other party, whichever is applicable.

XI. TIMELINESS

- A. Time is of the essence. SUBGRANTEE will be responsible for meeting the schedule deadlines listed below. Any target which the SUBGRANTEE does not achieve within two (2) months of the date listed will require the SUBGRANTEE to submit a revised implementation schedule for approval by CDC Staff. Failure to achieve these deadlines may result in the loss or reduction of grant funds.

<u>Progress Schedule</u>	<u>Date</u>
1. 50% of funds expended (claims submitted for 50% of funds)	07/31/2010
2. 100% of funds expended (claims submitted for 100% of funds)	06/30/2011

- B. SUBGRANTEE shall complete the PROJECT within twelve (12) months from the date of this AGREEMENT. However, in the event of any alterations or additions or of circumstances beyond the control of SUBGRANTEE, which in the opinion of the DuPage County Director of Community Services ("Director") will require additional time for completion of the PROJECT, then in that case, the time of completion shall be extended by said Director by a period of time not to exceed six (6) months.
- C. After a period of twelve (12) months from the date of this AGREEMENT, the Director shall review the progress of the PROJECT. At the time of this review, if the SUBGRANTEE has not demonstrated significant progress toward completion and delays are determined to be within the control of the SUBGRANTEE, the Director shall recommend to the COUNTY that this AGREEMENT be terminated, and all further payments suspended, and the COUNTY shall act upon said recommendation and notify the SUBGRANTEE of its action.
- D. If SUBGRANTEE is delayed in the completion of the PROJECT by any cause legitimately beyond its control, such that it cannot complete the PROJECT within eighteen (18) months of

the date of this AGREEMENT, it shall immediately give written notice to the Community Development Commission Executive Committee, County Development Committee, and to the COUNTY of the anticipated delay, the reasons therefore and request an extension of time for completion of the PROJECT. The Community Development Commission Executive Committee shall immediately consider the request and recommend such an extension of time as is found by it, in the reasonable exercise of its discretion, to be required for completion of the PROJECT due to the particular circumstances. The COUNTY shall notify the SUBGRANTEE if the time extension will be granted or denied, and whether it intends to exercise the remedies available herein, including but not limited to suspension of further payments. A revised implementation schedule shall be submitted by SUBGRANTEE if an extension is granted by the COUNTY.

XII. MISCELLANEOUS PROVISIONS

- A. AMENDMENTS - This AGREEMENT constitutes the entire agreement between the parties hereto. Any proposed change in this AGREEMENT shall be submitted to the other party for prior approval. No modifications, additions, deletions, or the like, to this AGREEMENT shall be effective unless and until such changes are executed, in writing, by the authorized officers of each party.
- B. SUBJECT TO FINANCIAL ASSISTANCE AGREEMENT - This AGREEMENT is made subject to financial assistance agreements between the COUNTY and the United States Department of Housing and Urban Development, with the rights and remedies of the parties hereto being in accordance with this AGREEMENT.
- C. ASSIGNMENT - except as provided in Section V hereof, SUBGRANTEE shall not assign this AGREEMENT or any part thereof and SUBGRANTEE shall not transfer or assign any GRANT FUNDS or claims due or to become due hereunder, without the written approval of the COUNTY having first been obtained.
- D. ATTORNEY'S OPINION - If requested, SUBGRANTEE shall provide an opinion of its attorney, in a form reasonably satisfactory to the State's Attorney's Office, that all steps necessary to adopt this AGREEMENT, in a manner binding upon SUBGRANTEE, have been taken by SUBGRANTEE, and that

SUBGRANTEE is in compliance with applicable local, State and Federal statues, rules and regulations for the purpose of complying with this AGREEMENT.

IN WITNESS WHEREOF, the parties hereto have executed this AGREEMENT on the dates recited below.

COUNTY OF DU PAGE, a body politic in the State of Illinois

BY: _____
Robert J. Schillerstrom, Chairman
DuPage County Board

DATE: _____

ATTEST: _____
Gary A. King, County Clerk

SUBGRANTEE: Village of Glen Ellyn, an Illinois
Municipal Corporation

BY: _____
Signature
Printed Name: _____
Title: _____

DATE: _____

ATTEST: _____
Signature
Printed Name: _____
Title: _____

EXHIBIT A
ASSURANCES

The SUBGRANTEE hereby assures and certifies that it will comply with the regulations, policies, guidelines and requirements with respect to the acceptance and use of CDBG FUNDS in accordance with the ACT and DuPage Community Development Commission policies. Also, the SUBGRANTEE certifies with respect to the grant that:

1. It is a member of the DuPage Community Development Commission, possesses legal authority to make a grant submission to the COUNTY and to execute a community development and housing program;
2. Its governing body has duly adopted or passed as an official act, a resolution, motion or similar action authorizing the person identified as the official representative of the SUBGRANTEE to execute the AGREEMENT, all understandings and assurances contained herein, and directing the authorization of the person identified as the official representative of the SUBGRANTEE to act in connection with the execution of the AGREEMENT and to provide such additional information as may be required.
3. Prior to submission of its application to the COUNTY, the SUBGRANTEE has:
 - (A) Met the citizen participation requirements of 570.301(b) and has provided citizens with:
 - (1) The estimate of the amount of CDBG FUNDS proposed to be used for activities that will benefit persons of low and moderate income; and
 - (2) Its plan for minimizing displacement of persons as a result of activities assisted with CDBG FUNDS and to assist persons actually displaced as a result of such activities;
 - (B) Prepared its application in accordance with the policies of the DuPage Community Development Commission and made the application available to the public;
4. The grant will be conducted and administered in compliance with:
 - (A) Title VI of the Civil Rights Act of 1964 (Pub. L. 88-352 42 U.S.C. Sec 2007d et seq.) and implementing regulations issued at 24 CFR Part I;

- (B) Title VIII of the Civil Rights Act of 1968 (Pub. L. 90-208), as amended; and that the SUBGRANTEE will administer all programs and activities related to housing and community development in a manner to affirmatively further fair housing;
- (C) Section 109 of the Housing and Community Development Act of 1974, as amended; and the regulations issued pursuant hereto;
- (D) Section 3 of the Housing and Urban Development Act of 1968, as amended;
- (E) Executive Order 11246-Equal Opportunity, as amended by Executive Orders 11375 and 12086, and implementing regulations issued at 41 CFR Chapter 60;
- (F) Executive Order 11063-Equal Opportunity in Housing, as amended by Executive Order 12259, and implementing regulations at 24 CFR Part 107;
- (G) Section 504 of the Rehabilitation Act of 1973 (Pub. L. 93-112), as amended, and implementing regulations when published in effect;
- (H) The Age Discrimination Act of 1975 (Pub. L. 94-135), as amended, and implementing regulations when published for effect;
- (I) The relocation requirements of Title II and the acquisition requirements of Title III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and the implementing regulations at 24 CFR Part 42, as required under 24 CFR 570.606;
- (J) The labor standards requirements as set forth in 24 CFR Part 570, Subpart K and HUD regulations issues to implement such requirements;
- (K) Executive Order 11988 relating to the evaluation of flood hazards and Executive Order 11738 relating to the prevention, control and abatement of water pollution;
- (L) The flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (Pub. L. 93-234);
- (M) The Fair Housing Act (42 U.S.C. 3601-20);

5. Its notification, inspection, testing and abatement procedures concerning lead-based paint will comply with CFR 570.608; and
6. When a grant is in excess of ONE HUNDRED THOUSAND and 00/100 DOLLARS (\$100,000) it will comply with all applicable standards, orders, or requirements issued under Section 308 of the Clean Air Act (42 U.S.C. 1857(h), Section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, and Environmental Protection Agency regulation (40 CFR Part 15), which prohibit the use under nonexempt Federal contracts, grants or loans, of facilities included on the EPA list of Violating Facilities. The provision shall require reporting of violations to the County, HUD, and to the U.S.E.P.A. Assistant Administrator for Enforcement (EN-329).
7. It has developed its application so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight; (the application may also include activities which the SUBGRANTEE certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
8. It is following the current DuPage County Housing Assistance Plan which has been approved by HUD pursuant to CFR 570.306; and
9. It will not attempt to recover any capital costs of public improvements assisted in whole or in part with funds provided under Section 106 of the ACT or with amount resulting from a guarantee under Section 108 of the ACT by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements, unless: (1) funds received under Section 106 of the ACT are used to pay the proportion of such fee or assessment that relates to the capital costs of such public improvements that are financed from revenue sources other than under Title I of the ACT; or (2) for purposes of assessing any amount against properties owned and occupied by low and moderate income persons, the SUBGRANTEE certifies that it lacks sufficient funds received under Section 106 of the ACT to comply with the requirements of subparagraph (1) above.

10. The SUBGRANTEE certifies that it will provide a drug-free workplace by:
- (A) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the SUBGRANTEE's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
 - (B) Establishing a drug awareness program to inform employees about :
 - (1) The dangers of drug abuse in the workplace;
 - (2) The SUBGRANTEE's policy of maintaining a drug-free workplace;
 - (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.
 - (C) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (A);
 - (D) Notifying the employee in the statement required by paragraph (A) that, as a condition of employment under the grant, the employee will:
 - (1) Abide by the terms of the statement; and
 - (2) Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction;
 - (E) Notifying the DuPage County Community Development Commission within ten (10) days after receiving notice under subparagraph (D)(2) from an employee or otherwise receiving actual notice of such conviction;
 - (F) Taking one of the following actions, within thirty (30) days of receiving notice under subparagraph (D)(2), with respect to any employee who is so convicted:
 - (1) Taking appropriate personnel action against such an employee, up to and including termination; or

- (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency; and
 - (G) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (A), (B), (C), (D), (E) and (F).
11. It has adopted and is enforcing a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in nonviolent civil rights demonstrations.
12. In regards to lobbying, the SUBGRANTEE certifies:
- (A) No Federal appropriated funds have been paid or will be paid, by or on behalf of the SUBGRANTEE, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
 - (B) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
 - (C) The SUBGRANTEE shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreement(s) and that all subrecipients shall certify and disclose accordingly.

- (D) This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than TEN THOUSAND AND 00/100ths DOLLARS (\$10,000) and not more than ONE HUNDRED THOUSAND AND 00/100ths DOLLARS (\$100,000) for each such failure.

EXHIBIT B
EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION

Community Development Block Grant Program
County of DuPage

The undersigned understands and agrees that it is a SUBGRANTEE of the Community Development Block Grant Program of the County of DuPage. The undersigned also agrees there shall be no discrimination against any employee who is employed in carrying out work from the assistance received from the County of DuPage and the Department of Housing and Urban Development, or against any applicant for such employment, because of race, color, religion, sex, age or national origin, including but not limited to employment, upgrading, demotion or transfer; recruitment or recruitment advertising; lay off or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

The SUBGRANTEE further agrees to the following:

1. It will incorporate or cause to be incorporated into any grant contract, loan, grant insurance or guarantee involving Federally assisted construction work, or modification thereof, which is paid for in whole or in part with funds obtained from the Community Development Block Grant program, the language contained in HUD Equal Employment Opportunity Regulations at 42 CFR 130.15(b), in Executive Order 11246, as amended by Executive Orders 11375 and 12006, and implementing regulations issued in 41 CFR Chapter 60.
2. It will be bound by said equal opportunity clause with respect to its own employment practices when it participates in any Community Development Block Grant Program construction.
3. It will assist and cooperate actively with the County of DuPage, the Department of Housing and Urban Development and the Secretary of Labor in obtaining the compliance of contractors and subcontractors with the equal opportunity clause and the rules, regulations and relevant orders of the Secretary of Labor.
4. It will furnish the County of DuPage, the Department of Housing and Urban Development and the Secretary of Labor such information as they may require for the supervision of such compliance, and will otherwise assist the County of DuPage and the Department of Housing and Urban Development in the discharge of primary responsibility for securing compliance.
5. It will refrain from entering into any contract or contract

modification subject to Executive Order 11246 of September 24, 1965, with a contractor debarred from or who has not demonstrated eligibility for government contracts and Federally assisted construction contracts pursuant to the Executive Order.

6. It will carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon contractors and subcontractors by the Secretary of Labor, the County of DuPage or the Department of Housing and Urban Development.
7. In the event that SUBGRANTEE fails or refuses to comply with the undertaking, the County of DuPage, or the Department of Housing and Urban Development may take any or all of the following actions: cancel, terminate or suspend, in whole or in part, this grant, refrain from extending any further assistance to the SUBGRANTEE until satisfactory assurance of future compliance has been received; and refer the case to the Department of Housing and Urban Development for appropriate legal proceedings.

NAME OF SUBGRANTEE: Village of Glen Ellyn, an Illinois
Municipal Corporation

ADDRESS: 535 Duane Street, Glen Ellyn, IL 60137

BY: _____
Signature
Printed Name: _____
Title: _____

DATE: _____

ATTEST: _____
Signature
Printed Name: _____
Title: _____

COST ESTIMATE OF CONSULTANT'S SERVICES

File Location/Name... SEE PRINTED PAGE FOOTER
 Sheet Name..... "ENG COSTS"

PROJECT: Braeside Area Street Lighting
 Route: Village of Glen Ellyn
 Section: Req'd. for MFT or State Projects
 County: DuPage County
 Job No.: Req'd on State Projects
 PSB NO. -: Req'd on State Projects

5-Apr-10
 3:55 PM

Pavia-Marting & Co.
 910 West Lake Street
 Roselle, IL 60172
 (630) 529-8000

OVERHEAD RATE (Rate times Payroll)..... 171.00%
 PROFIT (on Payroll, Overhead/Fringe & In-House Direct Co: 15.00%
 ADM. COST (on Outside Direct Cost & Service By Others)... 5.00%

ITEM	Estimated Cost in Dollars										Percent of Grand Total (J)	
	Number of Man Hours (A)	Payroll (B)	Overhead & Fringe Benefits (C)	Subtotal (D)	In-House Direct Cost (E)	Fixed Fee Profit (F)	Outside Direct Cost (G)	(a) Service By Others (H)	TOTAL (I)			
PHASE 1 & 2 SERVICES												
STREET LIGHTING DESIGN STUDY - Researching for lighting data, coordination with lighting reps & Electrical Engineer, meetings and project administration. Prepare reports.	72.00	\$2,959.92	\$5,061.46	\$8,021.38	\$66.66	\$1,213.21		\$2,500.00	\$11,801.25		23.72%	
TOPOGRAPHIC SURVEY - Includes topographic survey to supplement aerial photos, developing base sheets suitable for a final design at a scale of 1"=20'. Project administration.	69.00	\$2,105.88	\$3,601.05	\$5,706.93	\$48.48	\$863.31			\$6,618.72		13.30%	
PRELIMINARY ENGINEERING - Includes developing plans to 65%, submittal to Utility companies and Village for review, meetings and project administration.	80.00	\$2,859.20	\$4,889.23	\$7,748.43		\$1,162.26		\$2,500.00	\$11,410.69		22.94%	
PRE-FINAL ENGINEERING - Develop plans up to 95% completion for Village review including Preliminary Opinion of Probable cost, detailed special provisions & specifications. Meetings & project administration.	58.00	\$2,023.04	\$3,459.40	\$5,482.44	\$22.22	\$825.70		\$1,931.00	\$8,261.36		16.61%	
FINAL ENGINEERING - Finalizing and adjusting plans per Village comments. Completing plans suitable for bidding and construction. Meetings & project administration. QC/QA plan review.	46.00	\$1,615.06	\$2,761.75	\$4,376.81	\$220.00	\$689.52		\$1,931.00	\$7,217.33		14.51%	
BIDDING ASSISTANCE - Includes distributing plans & responding to questions during bidding process, issuing any required addenda, attending pre-bid meeting & bid opening, tabulating all bids. Includes time for misc. inquiries during construction.	40.00	\$1,417.60	\$2,424.10	\$3,841.70	\$22.22	\$579.59			\$4,443.51		8.93%	
TOTALS.....	365.00	\$12,980.70	\$22,196.99	\$35,177.69	\$379.56	\$5,333.59		\$9,862.00	\$49,752.86		100.00%	

BARRETT ENGINEERING, P.C.

34W049 Fox River Drive. East Dundee, IL 60118 ☐ (847) 649-3060 ☐ email lee-barrett@sbcglobal.net

Pavia Marting
910 Lake Street
Roselle, Illinois 60172

Street Lighting – Engineering support
Braeside, Glen Ellyn, Illinois
BE#28005

We submit our proposal for Electrical Engineering limited assistance services for the above project.

The proposal is responsive to systems scope design documents (ACAD file 02774PS.Ehibit.dwg dt'd 09/03/09).

We will assist in the systems cost analysis, and electrical design and construction document phase of the bid documents

We propose to provide the following components for the above effort:

SCOPE SERVICES-DESIGN DOCUMENTS

A. ELECTRICAL:

- 1. Provide voltage drop analysis to insure proper wire sizing.**
- 2. Recommend circuit and feeder cable ampacity and size based on voltage drop and load.**
- 3. Review the design drawings for completeness and make recommendations for revision as needed.**
- 4. Assist in the preparation of the street lighting systems (LED or HID) for the owners approval.**

B. SPECIFICATIONS:

- 1. Electrical Specifications will be edited for insertion to the specification (book spec).**

C. DESIGN COORDINATION:

1. None.

D. CONSTRUCTION OBSERVATION:

1. None.

ADD SERVICES

Services beyond "scope services" for the proposed building may be provided at a flat rate of \$125.00/manhour. Additional work requested by you shall be billed at the hourly rate listed, or at a negotiated fee.

Construction observation and shop drawings are available billable hourly as requested.

Entire scope, design, alternate systems, and block loading diagrams or studies are available at the hourly rate defined herein.

Code and permit response and presentation are available at the hourly rate defined herein.

Progress meetings beyond the basic service coordination meetings are available at the hourly rate defined herein.

Value engineering beyond the comparative systems review listed above.

Construction observation, shop drawings, & change orders.

REIMBURSABLE

Reimbursable will be charged at a multiplier of 1.15 x cost. Reimbursable include printing of documents, mock-ups, site equipment demonstration and other services not directly related to the "basic services" above.

Mileage at a cost of \$0.55/mile.

Site and post design coordination meetings.

Reproducible plots @ \$35.00 each.

We hope this fits your current fiscal configuration and project needs.

Please indicate your concurrence with this proposal by signing this letter and returning a copy for our files.

BASIC SERVICES - Support Electrical Engineering (\$ 8,440.00)

For Barrett Engineering, P.C.

For Pavia Marting

Lee Barrett, President

_____, Principal

Dated _____

Dated _____

Basin project in Ackerman Park, near the intersection of St. Charles Road and Riford Road. Engineering expenses in 2009 included various professional consultant reviews and additional site studies.	
3. Braeside Area Lighting and Drainage Projects – Concept engineering was provided by Pavia-Marting to assist in Community Development Block Grant applications for street lighting and backyard drainage projects in the Braeside subdivision.	\$9,000
TOTAL for this line item	\$142,000

Construction Projects: (FY10/11 Budget - \$1,065,000) – This line item lists significant non-roadway capital projects expected to be constructed in FY10/11.

Project Description	Estimated Cost
a. Lake Ellyn Outfall Channel Rehabilitation – In December 2008, the Village applied for Water Quality Improvement Project funds available through DuPage County for reconstruction of the Lake Ellyn outfall channel between Riford Road and Perry's Pond. The channel was damaged during the September 2008 major rainfall event in addition to being in generally poor repair. The County program will reimburse 20% of eligible project costs. Costs shown include estimates for construction and ongoing maintenance.	\$100,000
b. Braeside Area Lighting Improvements – A Community Development Block Grant in the amount of \$300,000 will help defray construction expenses for the installation of street lights throughout the Braeside subdivision. Costs shown include all future engineering and construction expenses.	\$700,000
c. Roosevelt Road Street Light Painting – Street light poles along Roosevelt Road are undergoing significant pitting due to deicing material action and need to be re-coated. Approximately 130 poles will be rehabilitated.	\$65,000
d. Roosevelt Road Underground Project – Completion of earlier efforts to underground the overhead utility wires at five locations along Roosevelt Road. Work includes new electric feeds for traffic signal and street light controllers, and final installation of poles on side streets.	\$50,000
e. Nicoll Land Bridge Repairs – An engineering study was performed in 2009 to identify condition of the Village's only bridge. The study identified necessary repairs to the pavement, curb, and joints of the bridge.	\$100,000

A-6F



To: Steve Jones, Village Manager
From: Joe Caracci, Public Works Director
Date: May 11, 2010
Re: Spring 2010 Surplus Vehicles

Background

Twice a year, the Village formally removes vehicles from the Village fleet that have been deemed surplus. Many of these vehicles have been replaced as part of our Equipment Replacement Program. Declaring the vehicles surplus allows us to dispose of the vehicles in a variety of different ways.

Issues

The three vehicles that are ready to be declared surplus are:

DESCRIPTION	MODEL/STYLE	MINIMUM BID
2000 Chrysler	Voyager	\$1,000
1998 JCB	215 Backhoe	\$9,000
2002 Stepp	SPH-2.0 Hot Box	\$100

Historically we have utilized the DuPage Mayors and Managers Conference (DMMC) biannual auctions. Participation in the DMMC auction is productive in a number of ways. It shows our support for DMMC as the auction is their largest source of revenue. Our Equipment Services Division (ESD) Team routinely works the event which helps enhance our relationship with DMMC and other communities. It also gives us a good idea of how much we can expect to get for future vehicles if put into the auction.

Last fall, we were asked to research the benefits of participating in other means to sell our surplus vehicles in order to gain as much return on our investment. However, due to other pressing priorities and a loss of one of our three ESD Team members for an extended period of time, we were not able to follow through on that research. We will resurrect that research and look into on-line auctions (like Obenaufs) and 'e-bay'. Part of our decision to move forward or not will depend on the level of staff time anticipated to participate in these methods - providing \$1,000 of staff time to make \$750 worth of profit will not be beneficial to the Village.

Action Requested

Bob Minix will be available to answer questions on this item at the May 24, 2010 Village Board Meeting.

1. Motion to declare certain pieces of equipment and vehicles surplus and approve the disposal of these various obsolete village vehicles and equipment.

Recommendation

I recommend the above motion to declare these vehicles surplus.

Attachments

- Memorandum dated May 11, 2010 (with attachments) authored by Equipment/Fleet Services Supervisor

Interoffice Memorandum

to: Joe Caracci, Public Works Director
from: Frank M. Frasco, Equipment/Fleet Services Supervisor
subject: Surplus Personal Property for liquidation/disposal
date: May 11, 2010

Biannually, fully depreciated vehicles, equipment, and surplus items are replaced or removed from inventory. This property can be disposed of in a number of ways and will be liquidated in a timely fashion so that it will be most beneficial to the Village of Glen Ellyn.

Three of the vehicles/equipment being replaced in FY10/11 have been put into service. I have prepared a list of surplus vehicles and equipment. These items will be included in the spring DuPage Mayors and Managers Conference public auction at the DuPage County Fairgrounds in Wheaton Illinois on June 12, 2010 or will be included in other public on-line auctions.

The following items are proposed:

DESCRIPTION	MODEL/STYLE	MINIMUM BID
2000 Chrysler	Voyager	\$1,000
1998 JCB	215 Backhoe	\$9,000
2002 Stepp	SPH-2.0 Hot Box	\$100

A Surplus Personal Property Declaration form has been prepared for these items and it is attached. As each of the proposed auction items has a current value below \$10,000, the Village Manager may approve the declaration per terms of Ordinance #4458 passed in June, 1997.

cc: Steve Jones, Village Manager
Jon Batek, Finance Director

VILLAGE OF GLEN ELLYN
SURPLUS PERSONAL PROPERTY DECLARATION
(For Properties with a Current Value below \$10,000)

The following item(s) of Personal Property owned by the Village of Glen Ellyn is (are) hereby found to be no longer necessary or useful to, or in the best interest of, the Village of Glen Ellyn.

Therefore, the following item(s) is (are) declared as surplus and its (their) sale, trade in, or other disposal is (are) hereby authorized as provided for in the Glen Ellyn Village Code, ordinance #4458.

This surplus personal property will be liquidated in a timely fashion so that it will be most beneficial to the Village of Glen Ellyn.

ITEMS BEING DECLARED SURPLUS:

<u>Description</u>	<u>Model #</u>	<u>Serial#</u>	<u>Current Monetary Value</u>
2000 Chrysler	Voyager	2C4GJ25G9YR843418	\$1000.00
1998 JCB	215 Backhoe	474257	\$9000.00
2002 Stepp	SPH-2.0 hotbox	SPH-2.0-53	\$100.00

METHOD OF DISPOSAL (IF KNOWN)

DuPage Mayors and Managers Auction

APPROVALS:

Department Manager

Date

Village Manager

Date

MEMORANDUM

A-7

TO: Steve Jones, Village Manager

FROM: Staci Hulseberg, Director of Planning & Development
Joe Kvapil, Building and Zoning Official 

DATE: May 10, 2010

FOR: May 17, 2010 Village Board Workshop and May 24, 2010 Village Board Meeting

SUBJECT: 349 Fairview Avenue – Zoning Variation Request

Petition: Kevin and Julie Fry are requesting a variation to construct a new second floor addition over an existing reconstructed attached garage which increases the floor area ratio of the home to 46.15%. The Zoning Code does not allow an addition to exceed a 40% floor area ratio for existing homes that have a lot coverage ratio over 20%. The subject property is a corner lot located on the southwest corner of the intersection of Fairview Avenue and Newton Avenue.

Zoning Data: The property owners are requesting approval of a variation from the Glen Ellyn Zoning Code, Section 10-8-6(B)4e, to construct a second floor addition that results in a floor area ratio of 46.15% in lieu of the maximum permitted floor area ratio of 40%.

Public Hearing: The Zoning Board of Appeals conducted a public hearing on the requested variation on Tuesday, April 27, 2010. Notice of the public hearing was published in the Glen Ellyn News on April 8, 2010. At the meeting, no persons spoke in favor of or in opposition to the variation request however, the petitioner submitted letters from four neighbors in support of the requested zoning variation. The Zoning Board of Appeals was in favor of the variation because they felt that the substandard lots in this subdivision are a unique condition, that the variation was minimal, and that the essential character of the neighborhood will not be changed. The Zoning Board of Appeals voted on a motion to recommend approval of the variation request. The motion carried with four (4) “yes” votes and three (3) “no” votes.

Village Board: It is requested that the Village Board consider the petitioners' request and the recommendation offered by the Zoning Board of Appeals. Staff has prepared an ordinance to approve the requested variation as recommended by the Zoning Board of Appeals.

Attachments:

- Minutes of ZBA meeting dated April 27, 2010
- Photo of the Subject Property
- Location Map
- Ordinance
- Notice of Public Hearing
- List of Addresses
- Petitioners' Application packet

cc: Kevin and Julie Fry

DRAFT
ZONING BOARD OF APPEALS
MINUTES
APRIL 27, 2010

The meeting was called to order by Chairman Richard Garrity at 7:30 p.m. Board Members Gregory Constantino, Barbara Fried, Edward Kolar, Mary Ozog, Dale Siligmuller and Michael Waterman were present. Also present were Trustee Liaison Peter Ladesic, Building and Zoning Official Joe Kvapil and Recording Secretary Barbara Utterback.

Chairman Garrity described the proceedings of the Zoning Board of Appeals.

Board Member Fried moved, seconded by Board Member Kolar, to approve the minutes of the March 23, 2010 Zoning Board of Appeals meeting. The motion carried unanimously by voice vote.

A public hearing was on the agenda for the property at 349 Fairview Avenue.

PUBLIC HEARING – 349 FAIRVIEW AVENUE

A REQUEST FOR APPROVAL OF A VARIATION FROM THE GLEN ELLYN ZONING CODE, SECTION 10-8-6(B)4e, TO ALLOW THE CONSTRUCTION OF A NEW SECOND STORY OVER A ONE-STORY RECONSTRUCTED GARAGE. THE SECOND-STORY ADDITION RESULTS IN A FLOOR AREA RATIO OF 46.15% IN LIEU OF THE MAXIMUM PERMITTED FLOOR AREA RATIO OF 40%. *(Kevin and Julie Fry, owners)*

Staff Report

Building and Zoning Official Joe Kvapil stated that Kevin and Julie Fry, the owners of the property at 349 Fairview Avenue, are requesting a variation to Section 10-8-6(B)4e of the Zoning Code to allow the construction of a new second-floor addition over an existing attached garage that will be reconstructed in the same location. Mr. Kvapil stated that the proposed addition results in a 46.15% floor area ratio which exceeds the permitted floor area ratio of 40%. Mr. Kvapil added that the proposed addition meets all of the other five conditions in this section of the code. Mr. Kvapil stated that the petitioners could add only approximately four square feet to a second floor over the garage without requiring a variation. He also added that the lot area and lot width are existing nonconforming. Mr. Kvapil displayed an area map. He described the location of the subject property which is in the R2 Residential zoning district and also described the surrounding uses. Mr. Kvapil stated that Village records indicate that four previous building permits have been issued for the subject property and no variations have been granted for the subject property. Mr. Kvapil described a home on Illinois Street in the petitioners' neighborhood that has an addition similar to the proposed request, and he described various dimensions of that house and lot. When Mr. Waterman asked a question regarding the floor area ratio of that home, Ms. Fried commented that the

subject area was a planned unit development. Mr. Fry added that the subdivision development was called Manor Woods. Mr. Kvapil also responded to Mr. Kolar that the house on Illinois Street would have conformed to the code if it had been built before the Zoning Code change that reduced the permitted lot coverage ratio. Mr. Kvapil displayed a Flood Insurance Rate Map. He explained that a special use permit would be required to reconstruct the existing garage if it is located within 30 feet of the flood area, however, the garage does not appear to be that close. He stated that an Elevation Certificate will be required prior to the issuance of a building permit to verify that the existing garage is located more than 30 feet from the flood area.

Petitioners' Presentation

Kevin Fry, the petitioner and owner of 349 Fairview Avenue, stated that the hardship regarding his variation request is the size of the lot. He added that if the size of his lot met today's code, floor area ratio would not be in question. Mr. Fry also stated that his variation request stems from trying to repair the existing garage which is separating from the house. Mr. Fry stated that a water test has been done by a surveyor to determine the distance of his proposed garage to the flood plain boundary and that he will provide that document to the Village Board. Mr. Fry submitted four letters in favor of his variation request from Charles Cross of 132 Newton, Mary Ellen Kuhn of 340 Fairview Avenue, Penny Hookham of 133 Lambert Road and Jesse Strittmater of 128 Newton Avenue.

Responses to Questions from the ZBA

Mr. Kolar asked Mr. Fry what the unique circumstances are regarding the subject property to add a second story onto the garage, and Mr. Fry responded that his and his neighbors' small lot sizes were affected by the code change to reduce lot coverage ratio. Mr. Fry responded to Mr. SiligmueLLer that he did not feel that the proposed addition would change the character of the neighborhood or negatively affect his neighbors in any way. Mr. Fry responded to Ms. Ozog that the depth of the existing slab under the garage is 4-6 inches and that the footings farthest from the house are 4 feet. Mr. Fry responded to Mr. Constantino that two other homes in his neighborhood on Newton Avenue have additions similar to his requested addition.

Persons in Favor of or in Opposition to the Petition

No persons spoke in favor of or in opposition to the variation requests.

Comments from the ZBA

Four of the seven ZBA members were supportive of the variation request because they felt the substandard lots from the original Planned Unit Development and the layout of the house on the lot are unique circumstances. They also felt that the proposed addition will not change the essential character of the neighborhood nor negatively impact the neighbors. Mr. SiligmueLLer felt that a practical difficulty regarding the variation request would be problems created by constructing a second story over the garage that is smaller

than the first floor instead of building a straight-up addition that would be the same size as the first floor. Mr. Siligmueller added that building straight up would also be less expensive than building a different size second story. Ms. Ozog commented that reducing the LCR from 25% to 20% was intended to reduce bulk and height on "McMansions." The ZBA members who were not supportive of the variation request felt that no hardships or unique circumstances were demonstrated by the petitioners to add a second story over the reconstructed garage. Some members commented that the subject FAR is currently near its maximum, and some members expressed concerns regarding precedent setting.

Motion

Mr. Siligmueller moved, seconded by Ms. Fried, to recommend that the Village Board approve a variation from Section 10-8-6(B)4e of the Zoning Code for property at 349 Fairview Avenue to construct a new second story over a reconstructed one-story garage with a 46.15% floor area ratio in lieu of the required 40% floor area ratio. The recommendation for approval was based on the findings of fact that the essential character of the neighborhood will not be changed by the construction of the addition and that there are unique circumstances related to the original Planned Unit Development. The recommendation for approval was contingent on the construction being in compliance with the plans as submitted at this public hearing as well as the water test prepared by the petitioners' surveyor to determine the distance of the proposed garage to the flood plain boundary being presented to the Village Board.

The motion carried with four (4) "yes" and three (3) "no" votes as follows: Board Members Siligmueller, Fried, Ozog and Chairman Garrity voted yes; Board Members Constantino, Kolar and Waterman voted no.

Trustee Report

Trustee Ladesic suggested that the ZBA review increasing the lot coverage ratio to 22-1/2 percent since code changes have created nonconformities and many variation requests just over the 20 percent LCR have been approved. Trustee Ladesic added that increasing the LCR would reduce the number of variation requests and subsequent Board/Commission time.

Staff Report

Mr. Kvapil stated that the next two regularly scheduled ZBA meetings will be cancelled due to a lack of petitions. He also announced that there is currently a vacancy on the Building Board of Appeals.

There being no further business before the Zoning Board of Appeals, the meeting was adjourned at 8:48 p.m.

Submitted by:

Barbara Utterback
Recording Secretary

Reviewed by:

Joe Kvapil
Building & Zoning Official

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 _____, 2010.

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 _____).

\\cc-pdc\root\Plandev\PLANNING\ZBA-VARIATION DOCS\ORDINANCE\FAIRVIEW349-FAR.doc

LOPATKA, BARBRA K
OR CURRENT OWNER
137 LAMBERT AVE
GLEN ELLYN, IL 60137

FRY, KEVIN & JULIE
OR CURRENT OWNER
349 FAIRVIEW AVE
GLEN ELLYN, IL 60137

HOWARD, SCOTT & CAROLYN
OR CURRENT OWNER
128 N LAMBERT RD
GLEN ELLYN, IL 60137

VATANI, MANSOOR & A
OR CURRENT OWNER
2544 MC DUFFEE CIR
NORTH AURORA, IL 60542

MC CARRAHER, DORIS C
OR CURRENT OWNER
150 NEWTON AVE
GLEN ELLYN, IL 60137

PIETRUS, TINA
OR CURRENT OWNER
120 N LAMBERT RD
GLEN ELLYN, IL 60137

BRADFORD, BRUCE M
OR CURRENT OWNER
147 N LAMBERT RD
GLEN ELLYN, IL 60137

KNUDSON, DALE O
OR CURRENT OWNER
315 FAIRVIEW AVE
GLEN ELLYN, IL 60137

NOVELLE, ANTHONY J
OR CURRENT OWNER
120 NEWTON AVE
GLEN ELLYN, IL 60137

GLAVIN JR, JOHN & CYNTHIA
OR CURRENT OWNER
163 LAMBERT AVE
GLEN ELLYN, IL 60137

DEASE, E RICHARD
OR CURRENT OWNER
124 N LAMBERT
GLEN ELLYN, IL 60137

REMIASZ, HELENA
OR CURRENT OWNER
105 N OTT AVE
GLEN ELLYN, IL 60137

YOUNG, JOSPHINE M
OR CURRENT OWNER
157 N LAMBERT RD
GLEN ELLYN, IL 60137

HONG, SHEN-SHIH & CHEN E
OR CURRENT OWNER
112 NEWTON AVE
GLEN ELLYN, IL 60137

KROLICK, THOMAS J & K A
OR CURRENT OWNER
116 NEWTON AVE
GLEN ELLYN, IL 60137

MILLER, VERNON & TAMMY
OR CURRENT OWNER
155 LAMBERT RD
GLEN ELLYN, IL 60137

WALTER, GAYLORD F & LOIS
OR CURRENT OWNER
124 NEWTON AVE
GLEN ELLYN, IL 60137

CAREY, CHRISTINE M
OR CURRENT OWNER
158 NEWTON AVE
GLEN ELLYN, IL 60137

SMITH, MICHAEL D & DAWN L
OR CURRENT OWNER
147 N KENILWORTH AVE
GLEN ELLYN, IL 60137

HOOKHAM, PERRY & TAMMY
OR CURRENT OWNER
133 LAMBERT
GLEN ELLYN, IL 60137

HERBERT, PAMELA G
OR CURRENT OWNER
150 N LAMBERT AVE
GLEN ELLYN, IL 60137

NEWTON, W & K SLEZAK
OR CURRENT OWNER
151 N LAMBERT AVE
GLEN ELLYN, IL 60137

LOWERY, JAMES A & PAMELA
OR CURRENT OWNER
112 N LAMBERT RD
GLEN ELLYN, IL 60137

HENNINGER, CARL & DAWN
OR CURRENT OWNER
158 N LAMBERT RD
GLEN ELLYN, IL 60137

SOLAK, ROBERT & JENNIFER
OR CURRENT OWNER
151 KENILWORTH AVE
GLEN ELLYN, IL 60137

BELANGER, ELLEN
OR CURRENT OWNER
108 N NEWTON AVE
GLEN ELLYN, IL 60137

STANLEY, RICHARD & BARBARA
OR CURRENT OWNER
162 NEWTON AVE
GLEN ELLYN, IL 60137

LESSMEISTER, GEORGE & A
OR CURRENT OWNER
153 N LAMBERT RD
GLEN ELLYN, IL 60137

STRITTMATER, E & J
OR CURRENT OWNER
128 NEWTON AVE
GLEN ELLYN, IL 60137

STEHLIK, GEORGE R & B A
OR CURRENT OWNER
154 NEWTON AVE
GLEN ELLYN, IL 60137

BARNETT, BILLY B & L M
OR CURRENT OWNER
129 N LAMBERT ST
GLEN ELLYN, IL 60137

KONOPKA, MARIUSZ & J E
OR CURRENT OWNER
132 N LAMBERT AVE
GLEN ELLYN, IL 60137

CULHANE, M & G RIO
OR CURRENT OWNER
156 NEWTON AVE
GLEN ELLYN, IL 60137

CROSS, C & L KELLY
OR CURRENT OWNER
132 NEWTON AVE
GLEN ELLYN, IL 60137

PONZE, PAOLO & IWONA
OR CURRENT OWNER
154 N LAMBERT AVE
GLEN ELLYN, IL 60137

HERHA, ANDRIY & VASYL
OR CURRENT OWNER
117 N LAMBERT
GLEN ELLYN, IL 60137

VILLAGE OF GLEN ELLYN
OR CURRENT OWNER
535 DUANE ST
GLEN ELLYN, IL 60137

HAUSER, JAMES R
OR CURRENT OWNER
146 N LAMBERT
GLEN ELLYN, IL 60137

ALI, NAJIA
OR CURRENT OWNER
133 KENILWORTH AVE
GLEN ELLYN, IL 60137

WILHELM, JEFFREY & EMILY
OR CURRENT OWNER
156 N LAMBERT RD
GLEN ELLYN, IL 60137

PAUER, ROBERT J & M J
OR CURRENT OWNER
109 N LAMBERT RD
GLEN ELLYN, IL 60137

BAVARO, RICHARD T
OR CURRENT OWNER
113 N LAMBERT RD
GLEN ELLYN, IL 60137

KUHN, PAUL G
OR CURRENT OWNER
340 FAIRVIEW AVE
GLEN ELLYN, IL 60137

GOBLE, B & R COLORITO
OR CURRENT OWNER
129 N KENILWORTH AVE
GLEN ELLYN, IL 60137

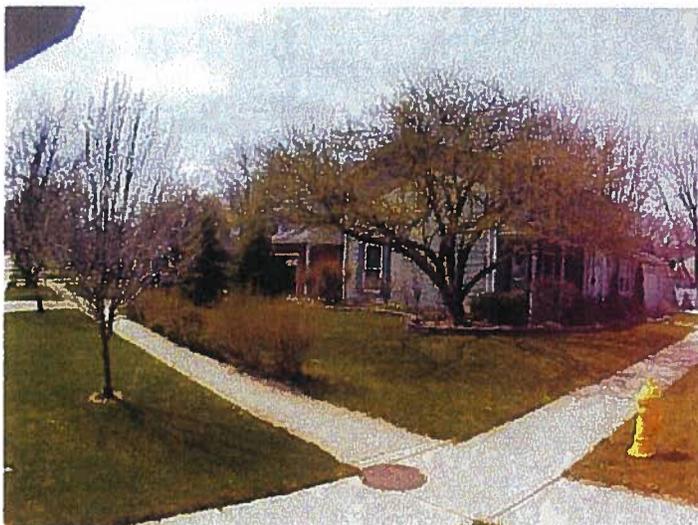
SISLER, PAMELA
OR CURRENT OWNER
104 NEWTON AVE
GLEN ELLYN, IL 60137

DONATO, JOSEPH & ANN L
OR CURRENT OWNER
125 S KENILWORTH AVE
GLEN ELLYN, IL 60137

GLIBKOWSKI, STEPHEN
OR CURRENT OWNER
125 N LAMBERT
GLEN ELLYN, IL 60137

LONG, JEFFREY
OR CURRENT OWNER
1152 ADLER LN
CAROL STREAM, IL 60188

349 FAIRVIEW



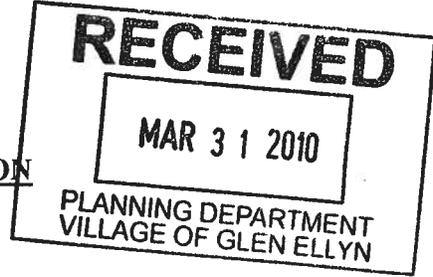
349 Fairview Avenue



Prepared By: Michele Stegall
Date Prepared: May 26, 2009



VILLAGE OF GLEN ELLYN
535 Duane Street
Glen Ellyn, Illinois 60137
(630) 547-5250



APPLICATION FOR VARIATION

Note to the Applicant: This application should be filed with, and any questions regarding it, should be directed to the Director of the Village Planning and Development Department.

The undersigned hereby petitions the Village of Glen Ellyn, Illinois, for one or more variations from the Glen Ellyn Zoning Code (Ordinance No. 3617-Z, as amended), as described in this application.

I. APPLICANT INFORMATION:

(Note: The applicant must comply with Section 10-10-10(B) of the Zoning Code).

Name: KEVIN FRZ

Address: 349 FAIRVIEW AVE, GE, IL 60137

Phone No.: 630-790-9596

Fax No.: _____

E-mail: MYFRZ@GMAIL.COM

Ownership Interest in the Property in Question: _____

OWNER

II. INFORMATION REQUIRED BY SECTION 10-10-10(B) OF THE ZONING CODE, IF APPLICABLE:

NOTE: All parties, whether petitioner, agent, attorney, representative and or organization et al. must be fully disclosed by true name and address in compliance with Section 10-10-10(B) of the Zoning Code. Disclosure forms are attached for your convenience.

Name and address of the legal owner of the property (if other than the applicant):

KEVIN + JULIE FRZ
349 FAIRVIEW AVE, GE, IL 60137

Name and address of the person or entity for whom the applicant is acting (if the applicant is acting in a representative capacity):

N/A

Is the property in question subject to a contract or other arrangement for sale with the fee owner? (Circle "Yes" or "No")

YES

NO

If YES, the contract purchaser must provide a copy of the contract to the Village and must either be a co-petitioner to this application or submit the attached Affidavit of Authorization with the application packet.

Is the property in question the subject of a land trust agreement? (Circle "Yes" or "No")

YES

NO

If YES, (1) either the trustee must be a co-petitioner or submit the attached Affidavit of Authorization from the trustee to represent the holders of the beneficial interests in the trust and (2) the applicant must provide a trust disclosure in compliance with "An Act to Require Disclosure of All Beneficial Interests", Chapter 148, Section 71 et seq., Illinois Revised Statutes, signed by the trustee.

III. PROPERTY INFORMATION:

Common address: 349 FAIRVIEW AVE., GE

Permanent tax index number: _____

Legal description: LOT 1 IN BLOCK 8 IN GLEN
ELLEN MANOR, BEING PART A SUBDIVISION
IN THE SOUTHEAST QUARTER OF SECTION
15, TOWNSHIP 39 NORTH, RANGE 10 EAST OF
THE THIRD PRINCIPAL MERIDIAN.

Zoning classification: _____

Lot size: 50 ft. x 135 ft. Area: 6,750 sq. ft.

Present use: _____

IV. INFORMATION REGARDING THE VARIATION(S) REQUESTED:

Description of the variation(s) requested (including identification of the Zoning Code provisions from which variation is sought) and proposed use(s):

SEE ATTACHED: CODE 10-B-6, 4 E.
(A)

Estimated date to begin construction: MAR, 2010

Names and addresses of any experts (e.g., planner, architect, engineer, attorney, etc.):

MARC KOLLIAS
SEE ATTACHED

V. EVIDENCE RELATING TO ZONING CODE STANDARDS FOR A VARIATION:

The following items are intended to elicit information to support conclusions by the ZBA or PC and the Village Board that the required findings/standards for a variation under the Zoning Code have been established and met. Therefore, please complete these items carefully.

A. Standards Applicable to All Variations Requested:

1. Provide evidence that due to the characteristics of the property in question, there are practical difficulties or particular hardship for the applicant/owner in carrying out the strict letter of the Zoning Code:

SEE FRZ-1

2. a. Provide evidence that the property in question cannot yield a reasonable return if permitted to be used under the conditions allowed by the Zoning Code (i.e., without one or more variations):

OR

- b. Provide evidence that the plight of the applicant/owner is due to unique circumstances relating to the property in question:

SEE FRZ-1

3. Provide evidence that the requested variation(s), if granted, will not alter the essential character of the locality of the property in question:

SEE FRZ-1

B. For the purpose of supplementing the above standards, the ZBA or PC, in making its recommendation that there are practical difficulties or particular hardships, shall also take into consideration the extent to which the evidence establishes or fails to establish the following facts favorably to the applicant:

1. Provide evidence that the particular physical surroundings, shape or topographical condition of the property in question would bring particular hardship upon the applicant/owner as distinguished from a mere inconvenience if the strict letter of the Zoning Code were to be carried out:

SEE FRZ-1

2. Provide evidence that the conditions upon which the petition for variation is based would not be applicable generally to other property within the same zoning district:

SEE FRR-1

3. Provide evidence that the purpose of the variation is not based exclusively upon a desire to make more money out of the property in question:

SEE FRR-1

4. Provide evidence that the alleged difficulty or particular hardship has not been created by any person presently having an interest in the property in question or by the applicant.

SEE FRR-1

5. Provide evidence that the granting of the variation will not be detrimental to the public welfare or injurious to other property or improvements in the neighborhood in which the property in question is located

SEE FRR-1

6. Provide evidence that the proposed variation will not:

- a. Impair an adequate supply of light and air to adjacent property;

SEE FRR-1

- b. Substantially increase the hazard from fire or other dangers to the property in question or adjacent property;

SEE FRR-1

- c. Otherwise impair the public health, safety, comfort, morals or general welfare of the inhabitants of the Village;

SEE FRR-1

d. Diminish or impair property values within the neighborhood;

SEE FAR-1

e. Unduly increase traffic congestion in the public streets and highway;

SEE FAR-1

f. Create a nuisance; or

SEE FAR-1

g. Results in an increase in public expenditures.

SEE FAR-1

7. Provide evidence that the variation is the minimum variation that will make possible the reasonable use of the land, building or structure.

SEE FAR-1

8. Please add any comments which may assist the Zoning Board of Appeals of Appeals in reviewing this application.

SEE FAR-1

VI. EVIDENCE RELATING TO FLOOD HAZARD VARIATION REQUESTS

The following items must be completed only if the requested variation is from Chapter 6 of the Zoning Code (relating to Flood Hazard Land Use Regulations.) If no such variation is being requested, the applicant should skip this section and complete Section VII below.

A. Items applicable only to variation requested from the requirements of Chapter 6 of the Zoning Code (relating to Flood Hazard Land Use Regulations) that, if granted, would result in a structure not being protected to the elevation of the base flood.

N/A

1. Provide evidence that the structure is to be located on a lot contiguous to and surrounded by lots with existing structures constructed below the base flood level.

2. Provide evidence that the applicant has acknowledged that (a) such construction below the base flood level will increase the risk to life and property and that the applicant proceeds with knowledge of these risks; and (b) any variation is contingent upon the applicant obtaining approval from other agencies having jurisdiction when the variance violates the requirements of such agencies.

B. Items applicable only to variations requested from the requirements in Chapter 6 of the Zoning Code (relating to Flood Hazard Land Use Regulations) that, if granted, would significantly impede or increase the flow and passage of floodwaters.

1. Provide evidence that the use will not result in an increased flood height greater than 0.1 feet within the designated regulatory floodway.

2. Provide evidence that the resulting increase in the base flood elevations will not affect any existing structures or utilities.

3. Provide evidence that the owners of the properties affected by the increased base flood elevation are compensated for the resulting effect on property values, and they give their written agreement to granting the variation.

4. Provide evidence that the resulting increased flood elevations will not affect any flood protection structures.

VII. CERTIFICATIONS, CONSENT AND SIGNATURE(S)

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

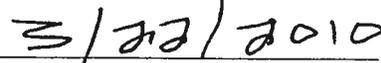
I (We) consent to the entry in or upon the premises described in the application by any authorized official of the Village of Glen Ellyn.

I (We) certify that I (we) have carefully reviewed the Glen Ellyn Zoning Variation Request Package and applicable provisions of the Glen Ellyn Zoning Code.

I (We) consent to accept and pay the cost to publish a notice of Public Hearing as submitted on an invoice from the publishing newspaper. I (we) understand that our request will not be scheduled for a Village Board agenda until and unless this invoice is paid.



Signature of Applicant(s)



Date filed

3. The repair being proposed is both literally and figuratively pouring money down into a hole. I doubt that very much that any of the cost will be recouped. The variation requested would enable an increased living space of less than 500 square feet, and would enable a small portion of the money spent on this project to at the very least be seen as a potential improvement to the property.
4. The foundation is sinking and no changes have been made to the structure since I took possession 7 years ago. I can state that I have done nothing to cause this and will be spending a significant amount of money on this repair.
5. The granting of the lot coverage ratio variation will go unnoticed in this area, as there are multiple homes with similar structures. Furthermore, as I live on the North end of my block, it does not even block anyone's sunlight.
6.
 - a. The property I question is located on the Northeast corner of the block, and does not cast a shadow far enough to reach anyone else's property line. This proposed addition will not change that.
 - b. The small proposed additional space will include neither a fireplace nor a separate heater. If anything, this addition will reduce the risk of fire spreading to adjacent properties as the new plans will include hard wire smoke detection in the garage space.
 - c. I regret that I do not know how to prove this other than be saying that this requested variance will go unnoticed.
 - d. This variance will go unnoticed within the area.
 - e. This variance will go unnoticed within the area.
 - f. This variance will go unnoticed within the area.
 - g. This variance will go unnoticed within the area.
7. I am sorry that I am not sure how to answer this question. The builder built the home on 23.7%, and I am just trying to build above it.
8. I am trying to make the best of a repair situation and greatly appreciate your review and consideration.

**AFFIDAVIT OF TITLE
COVENANT AND WARRANTY**

STATE OF Illinois)
) **SS.**
COUNTY OF Dupage)

The undersigned affiant, being first duly sworn, on oath says, and also covenants with and warrants to the grantee hereinafter named:

Kevin P. Fry and Julie A. Fry

That affiant has an interest in the premises described below or in the proceeds thereof or is the grantor in the deed dated May 12, 2003, to Kevin P. Fry and Julie A. Fry grantee, conveying the following described premises:

LOT 1 IN BLOCK 8 IN GLEN ELLYN MANOR, BEING A SUBDIVISION OFF PART OF THE SOUTHEAST QUARTER OF SECTION 15, TOWNSHIP 39 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JANUARY 16, 1922 AS DOCUMENT 153289, IN DUPAGE COUNTY, ILLINOIS.

That no labor or material has been furnished for premises within the last four months, that is not fully paid for.

That since the title date of May 8, 2003, in the report on title issued by Chicago Title Insurance Company, affiant has not done or suffered to be done anything that could in any way affect the title to premises, and no proceedings have been filed by or against affiant, nor has any judgment or decree been rendered against affiant, nor is there any judgment, note or other instrument that can result in a judgment or decree against affiant within five days from the date hereof.

That the parties, if any, in possession of premises are bona fide tenants only, and have paid promptly and in full their rent to date, and are renting from _____ to _____, and not for any longer term, and have no other or further interest whatsoever in premises.

That all water taxes, except the current bill, have been paid, and that all the insurance policies assigned have been paid for.

That this instrument is made to induce, and in consideration of, the said grantee's consummation of the purchase of premises.

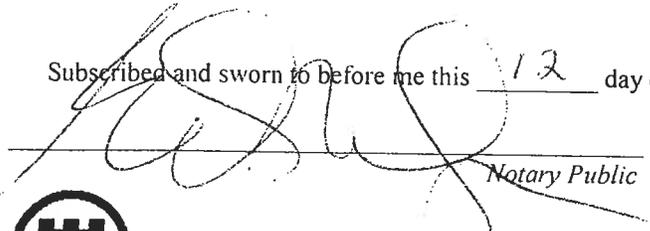


Nino A Conti (SEAL) _____ (SEAL)



Sheila M Conti (SEAL) _____ (SEAL)

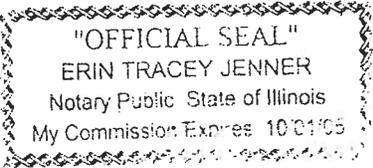
Subscribed and sworn to before me this 12 day of May, 2003.



Notary Public



Chicago Title Insurance Company



ORDER NUMBER:
1301 000260860 GITW

EFFECTIVE DATE:
March 18, 2003

1. POLICY OR POLICIES TO BE ISSUED:
ALTA OWNER'S POLICY (REV. 10/17/92)

PROPOSED INSURED: \$368,000.00
KEVIN P. FRY AND JULIE A. FRY

ALTA LOAN POLICY (REV. 10/17/92)

PROPOSED LENDER: \$250,000.00
CAPITAL COMMERCE, ITS SUCCESSORS AND/OR ASSIGNS

2. THE ESTATE OR INTEREST IN THE LAND DESCRIBED OR REFERRED TO IN THIS COMMITMENT AND COVERED HEREIN IS A FEE SIMPLE AND TITLE THERETO IS AT THE EFFECTIVE DATE HEREOF VESTED IN:

NINO A. CONTI AND SHEILA M. CONTI, HIS WIFE, AS JOINT TENANTS

3. THE LAND REFERRED TO IN THIS COMMITMENT IS DESCRIBED AS FOLLOWS:

LOT 1 IN BLOCK 8 IN GLEN ELLYN MANOR, BEING A SUBDIVISION OFF PART OF THE SOUTHEAST QUARTER OF SECTION 15, TOWNSHIP 39 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JANUARY 16, 1922 AS DOCUMENT 153289, IN DUPAGE COUNTY, ILLINOIS.

4. MORTGAGE OR TRUST DEED TO BE INSURED:

This commitment valid only if Schedule B is attached.

GITCMTA 01/001B

DTK

05/08/03 12:05:16

BANK OF ILLINOIS, TO SECURE AN INDEBTEDNESS OF \$272,000.00.

9. BUILDING SETBACK LINE OF 25 FEET (FROM THE EAST LOT LINE) AS SHOWN ON THE PLAT OF SUBDIVISION.

10. EASEMENTS FOR PUBLIC UTILITIES AND DRAINAGE OVER, UPON AND UNDER THE WEST 5 FEET OF THE LAND AS SHOWN ON THE PLAT OF SUBDIVISION.

GITCMTB 01/001B



A Policy Issuing Agent of Chicago Title Insurance Company

ALTA COMMITMENT - SCHEDULE B (CONT.)

ORDER NUMBER:
1301 000260860 GITW

EFFECTIVE DATE:
March 18, 2003

F 11. BY GLEN ELLYN MUNICIPAL ORDINANCE A TRANSFER TAX HAS BEEN IMPOSED UPON THE SALE OF REAL PROPERTY LOCATED WITHIN THE MUNICIPALITY. THEREFORE ALL DEEDS PRESENTED TO THIS COMPANY FOR RECORDING MUST HAVE THE APPROPRIATE TRANSFER TAX STAMPS AFFIXED THERETO, OR BE MARKED 'EXEMPT' BY THE MUNICIPALITY, TOGETHER WITH THE APPLICABLE TRANSFER DECLARATION OR EXEMPTION FORM.

NOTE: CERTAIN MUNICIPALITIES HAVE REQUIREMENTS THAT MUST BE MET PRIOR TO THE ISSUANCE OF THE AFORESAID TRANSFER TAX STAMPS. RELATIVE THERETO SAID MUNICIPALITY MUST BE CONTACTED AS TO THEIR REQUIREMENTS PRIOR TO THE PURCHASE OF ANY REVENUE STAMPS AT:

GLEN ELLYN
535 DUANE ST.
GLEN ELLYN, IL. 60137
(630) 469 5000-CASHIERS DEPT

NOTE: AS OF THE DATE OF THIS COMMITMENT THE GLEN ELLYN TRANSFER TAX RATE IS \$3.00 PER \$1,000.00 AND IS A SELLERS CHARGE.

H 12. PURSUANT TO THE TAX REFORM ACT OF 1986, TITLE 1, SUBTITLE C, SECTION 1521, AS AMENDED, REQUIRES THE SETTLEMENT AGENT TO REPORT REAL ESTATE TRANSACTIONS. RELATIVE THERETO WE NOTE THE FOLLOWING AND REQUIRE:

A. WE MUST BE FURNISHED AT CLOSING THE TAX IDENTIFICATION NUMBERS OF ALL THE NON-EXEMPT TRANSFEROR(S) OF THE SUBJECT REAL ESTATE.

B. FAILURE TO COMPLY WITH THE REGULATION WILL RESULT IN A HOLD-BACK OF THE NET PROCEEDS OR A CANCELLATION OF THE CLOSING.

I THE MORTGAGE TITLE POLICY WHEN ISSUED WILL CONTAIN THE FOLLOWING TWO ENDORSEMENTS:

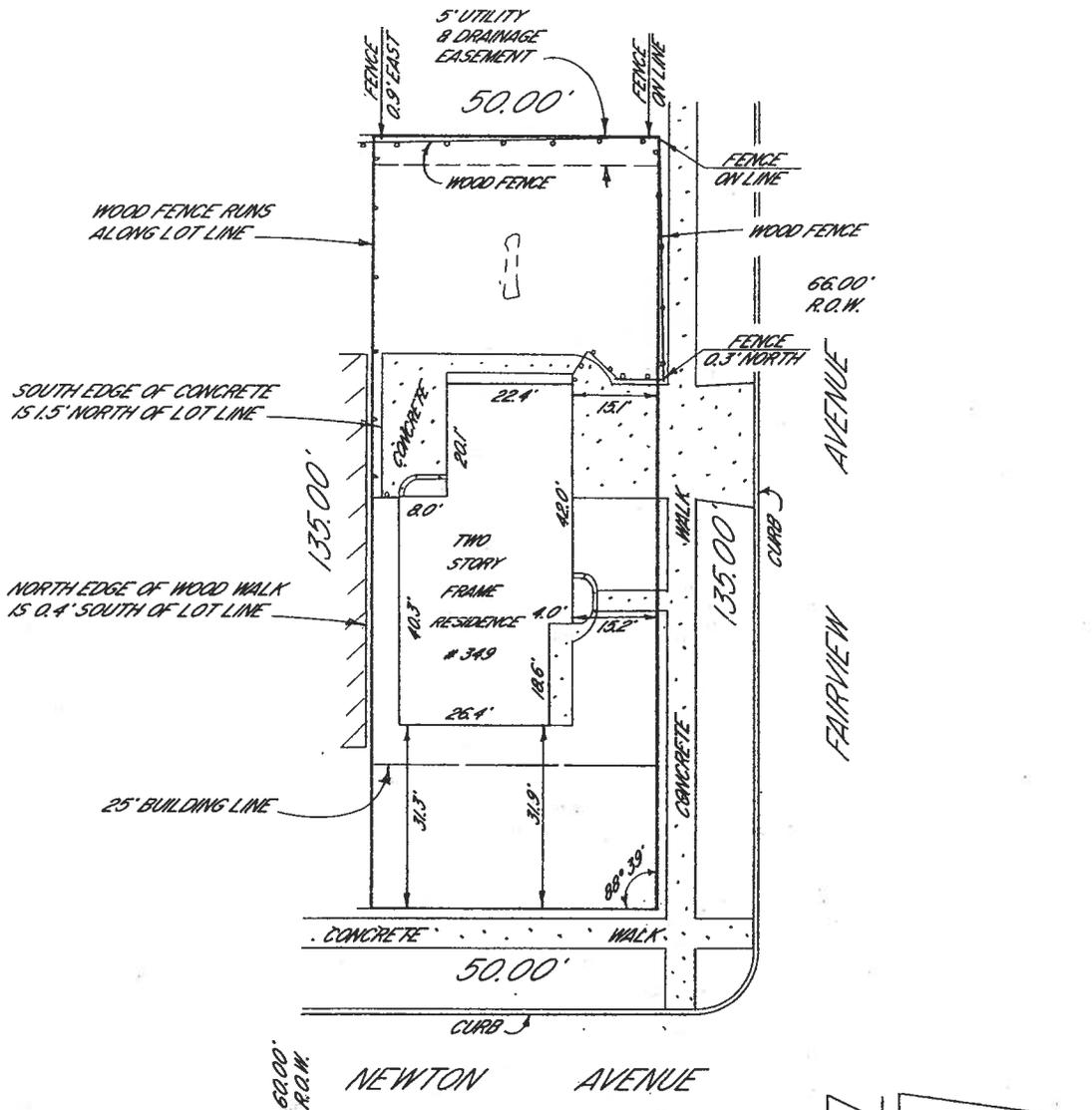
- 1. COMPREHENSIVE ENDORSEMENT NUMBER 1 (WITHOUT EXCEPTIONS)
- 2. ENVIRONMENTAL PROTECTION LIEN ENDORSEMENT.

END OF SCHEDULE B

PLAT OF SURVEY

OF

LOT 1 IN BLOCK 8 IN GLEN ELLYN MANOR, BEING A SUBDIVISION OF PART OF THE SOUTHEAST QUARTER OF SECTION 15, TOWNSHIP 39 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JANUARY 16, 1922 AS DOCUMENT 153289, IN DUPAGE COUNTY, ILLINOIS.



PREPARED FOR: DARLENE KOSIN

gis Greater Illinois Survey Company

120 North LaSalle - Suite 900
Chicago, Illinois 60602
Phone: (312) 236-7300 Fax: (312) 236-0284

NO IMPROVEMENTS SHOULD BE CONSTRUCTED ON THE BASIS OF THIS PLAT ALONE. FIELD MONUMENTATION OF CRITICAL POINTS SHOULD BE ESTABLISHED PRIOR TO COMMENCEMENT OF CONSTRUCTION.

FOR BUILDING LINE AND OTHER RESTRICTIONS NOT SHOWN HEREON REFER TO YOUR DEED, ABSTRACT, TITLE POLICY, CONTRACTS AND LOCAL BUILDING AND ZONING ORDINANCES.

FIELD WORK COMPLETED: 4-23-03

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

DATED: 5-8-03

Robert J. Urchell

ROBERT J. URCHELL I.P.L.S. No 3438
LICENSE RENEWAL DATE: NOVEMBER 30, 2004

SURVEY NO. 28406/0260860

PLAT OF SURVEY

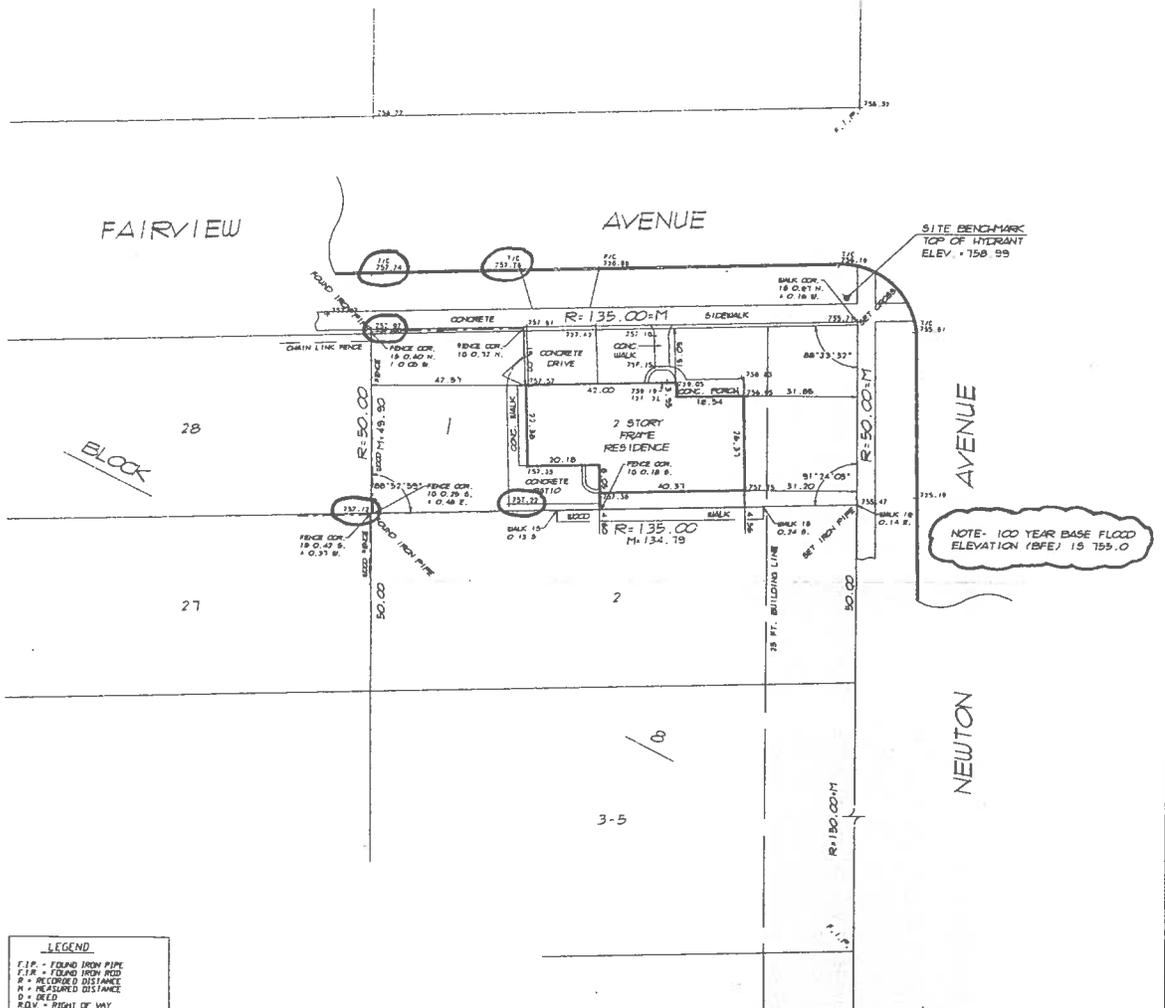
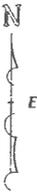
OF LOT 1 IN BLOCK 8 IN GLEN ELLYN MANOR BEING A SUBDIVISION OF PART OF THE SOUTHEAST QUARTER OF SECTION 15, TOWNSHIP 35 NORTH RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JANUARY 16 1977 AS DOCUMENT 153789, IN DU PAGE COUNTY, ILLINOIS

This property is known as 345 Fairview Avenue, Glen Ellyn, Illinois

Prepared for Marc Kellias

P.L.N. 05 - 15 - 412 - 016

SCALE 1" = 20 FEET



NOTE - 100 YEAR BASE FLOOD ELEVATION (BFE) IS 759.0

- LEGEND**
- F.I.P. - FOUND IRON PIPE
 - F.I.R. - FOUND IRON ROD
 - R. - RECORDED DISTANCE
 - M. - MEASURED DISTANCE
 - U. - UNDEVELOPED
 - R.O.W. - RIGHT OF WAY
 - ROAD - ROAD
 - CONC. - CONCRETE
 - ASPH. - ASPHALT
 - W.V.V. - WATER VALVE VAULT
 - W.V. - WATER VALVE
 - P.V.C. - POLYVINYL CHLORIDE PIPE
 - R.C.P. - REINFORCED CONCRETE PIPE
 - T.C. - TOP OF CURB
 - E.P. - EDGE OF PAVEMENT

REFERENCE BENCHMARK - DU PAGE CO. M114001
DISK STAFFED "DU PAGE COUNTY MAPS AND PLATS"
LOCATED ON THE NORTH SIDE OF ROOSEVELT RD.
AND 300 FT. WEST OF MAIN ST. GLEN ELLYN
ELEVATION = 757.3983

STATE OF ILLINOIS)
COUNTY OF DUPAGE)

This is to certify that Steinbrecher Land Surveyors, Inc., Registered Professional Land Surveying Design Firm Corporation No. 184-003126, has surveyed the property shown and described hereon, which is to the best of our knowledge and belief, a correct representation thereof. This professional service conforms to the current Illinois minimum standards for a boundary survey.



Steinbrecher Land Surveyors, Inc.
Professional Land Surveying
Design Firm Corporation No. 184-003126
141 S. Nellnor Blvd., West Chicago, IL 60185-2844
16301 293-8900 Fax 293-8902

West Chicago, Illinois, March 26, 2010

Richard J. Steinbrecher
Professional Land Surveyor 3583
License expires Nov. 30, 2010

DD0397349FABV

ZONING INFORMATION : R2 DISTRICT

REQUIRED MINIMUM SETBACKS:

FRONT (NEWTON) = 30'
 REAR = 40'
 CORNER (FAIRVIEW) = 30% OF LOT WIDTH = 15'
 INTERIOR SIDE = 6.5'

LOT AREA = 6750 SF
 ALLOWABLE LOT COVERAGE = 20% = 1350 SF
 EXISTING COVERAGE
 RESIDENCE = 1150. 12 SF
 ATTACHED GARAGE = 450. 24 SF
 COVERED PORCH = 74. 4 SF
 TOTAL EXIST COVERAGE = 1675. 36 SF = 24. 8 %
 PROPOSED COVERAGE = 1675. 36 SF (NO CHANGE)

FAIRVIEW AVENUE

EXISTING STRUCTURE IS NON-CONFORMING DUE TO SOUTH SIDE SETBACK AND DUE TO EXCESSIVE LOT COVERAGE.

PER ZONING CODE CHAPTER 8 SECTION 10-8-6, B, 3 THIS WILL LIMIT THE ADDITION TO CLASSES II (75% TO 150%) AND LIMIT THE ALTERATIONS TO CLASS I (0 TO < 50%)

AND BECAUSE THE EXISTING STRUCTURE IS NON-CONFORMING DUE TO LOT COVERAGE, THEN SECTION 10-8-6, 4, A THRU F MUST BE SATISFIED ALSO.

* PER 10-8-6, B, 4, E: THE FOLLOWING MUST BE TRUE TO ALLOW CONSTRUCTION ABOVE AN EXISTING STRUCTURE WHICH IS NON-CONFORMING DUE TO LOT COVERAGE.

THE SUM OF THE FIRST AND 2ND FLOOR AREAS SHALL NOT EXCEED THE EQUIVALENT OF A 40% LOT COVERAGE RATIO.

40% LOT COVERAGE = 2700 SF

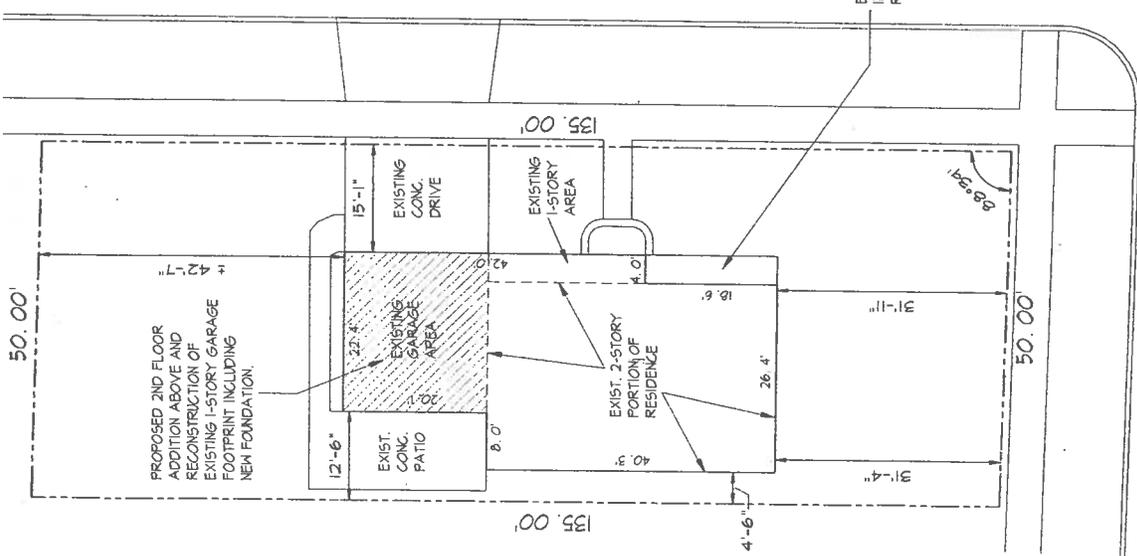
THE EXISTING FIRST AND 2ND FLOOR AREAS OF THE

RESIDENCE = 2665 SF, WHICH = 39. 48% OF THE LOT AREA.

EXISTING COVERED PORCH (74. 4 SF) INCLUDED IN LOT COVERAGE AS REQUIRED BY SECT 10-4-2, E, 3 b

SITE PLAN

1" = 16' - 0"



NEWTON AVENUE

PROPOSED ALTERATION CLASS CALCULATION:

EXISTING ROOF AREA = 1802 SF
 EXISTING EXTERIOR WALL SURFACE AREAS
 NORTH & SOUTH 2-STORY WALLS
 40. 3' (2 (11. 5') = 140. 5 SF
 EAST & WEST 2-STORY WALLS:
 26. 4' (2 (11. 5') = 92. 4 SF
 FRONT & REAR WALLS OF GARAGE:
 20. 1' (2 (11. 5') = 36' @ 5F
 REMAINING 4' WALL AREAS TAGGING
 EAST AND WEST = 4' (2 (11. 5') = 72 SF
 GABLE END WALL AREAS ON HOUSE
 2' (26') (2) = 78 SF
 GARAGE GABLE END WALL AREA
 22. 4' (2) = 33. 6 SF
 TOTAL EXISTING EXTERIOR WALL AND ROOF SURFACE AREA = 4481. 9 SF

PROPOSED ALTERED SURFACES:

ROOF = 450 SF
 GARAGE WALLS = (20. 1' + 22. 4' + 20. 1') (4') = 583. 4 SF
 2ND FLOOR WEST WALL = (22. 4' - 4') (4') = 195. 6 SF
 TOTAL ALTERED SURFACE = 1179 SF
 % ALTERED = 1179 SF / 4481. 9 = 26. 3 % < 50% OK FOR CLASS I

PROPOSED ADDITION CLASS CALCULATION:

EXISTING RESIDENCE FLOOR AREA
 FIRST FLOOR = 1603 SF
 2ND FLOOR = 1064 SF
 TOTAL = 2665 SF
 PROPOSED 2ND FLOOR ABOVE EXISTING GARAGE = 450 SF
 % ADDITION = 450 SF / 2665 SF = 16. 88 % < 75% < CLASS II

* A ZONING VARIANCE IS REQUESTED TO ALLOW RECONSTRUCTION OF EXISTING ATTACHED GARAGE, TO MATCH THE EXISTING GARAGE FOOTPRINT, AND CONSTRUCTION OF NEW 2ND FLOOR AREA ABOVE GARAGE FOOTPRINT.
 THIS CONSTRUCTION WOULD OTHERWISE BE PROHIBITED DUE TO THE EXISTING LOT COVERAGE EXCEEDING THE ALLOWABLE 20%.
 THE OWNER REQUESTS AN EXCEPTION TO ITEM 10-8-6 E, 4, E IN ZONING CODE CHAPTER 8 FOR NONCONFORMITIES BECAUSE THE CURRENT LOT COVERAGE HAS EXISTED SINCE THE HOME WAS CONSTRUCTED IN THE MID 1970'S AND WILL BE UNAFFECTED BY THE PROPOSED WORK.

MARC KOLLJAS

-ARCHITECT-

25K161 DURFEE RD.
 WHEATON, IL 60184
 PH: (630) 690-8211

KEVIN AND JULIE FRY

344 FAIRVIEW AVE

GLEN ELLYN, IL

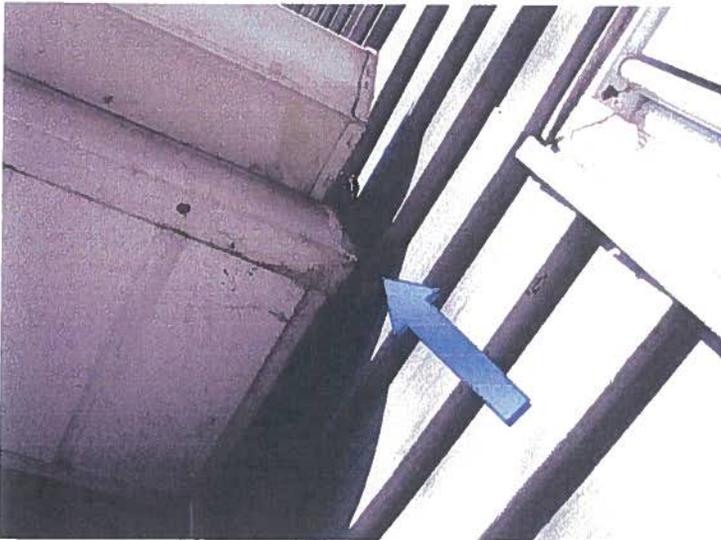
BY: MK

DATE: 3-28-10

Kevin & Julie Fry – 349 Fairview Ave., Glen Ellyn



View of front of home.
Facing SW from Fairview Ave.



View of rear of garage soffit – notice that it has pulled away from the home's 8 year old siding.



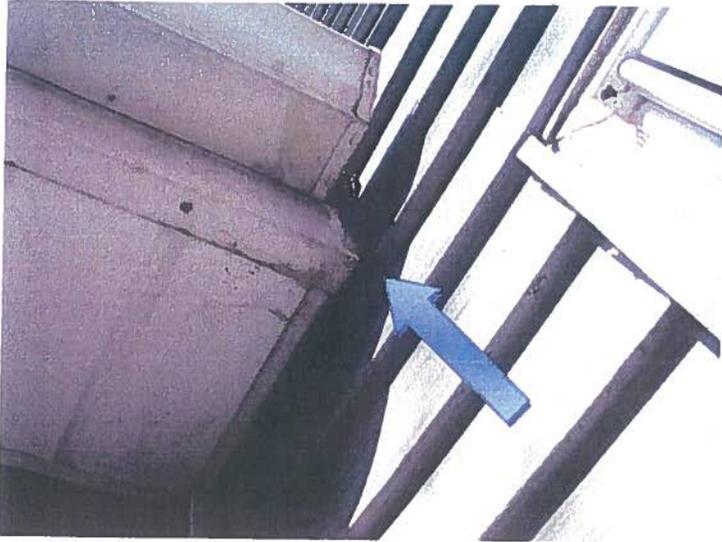
View from the front – notice the shingles separating just below the home's edge where the roof surface spans from the home to the garage.



Garage floor – view from inside to out (sinking is to left).



Garage floor – outside looking in.



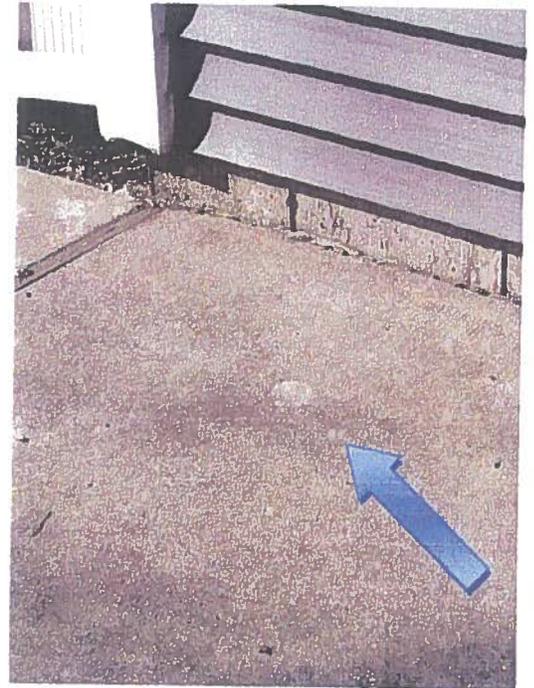
View of rear of garage soffit – notice that it has pulled away from the home's 8 year old siding.



View from the front – notice the shingles separating just below the home's edge where the roof surface spans from the home to the garage.



Note the water damage. This is the underside of the home side of the garage roof.



Note a patch from a prior attempt at "mud-jacking."

Village of Glen Ellyn

Application for Variation

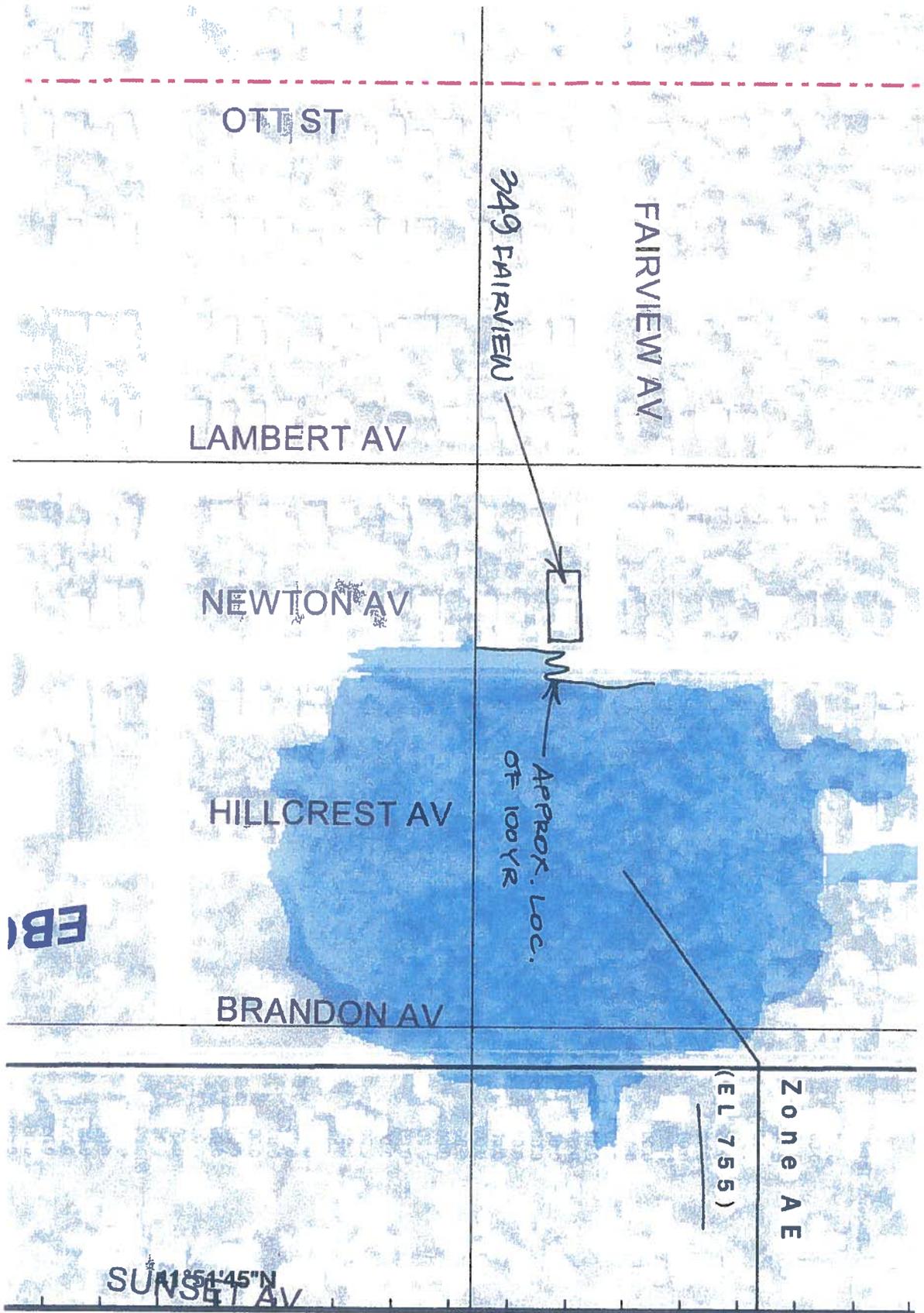
Comparison – 1 block away

Southeast Corner of Fairview Ave. & Newton Ave



Southeast Corner of Illinois Ave. & Lambert





OTT ST

FAIRVIEW AV

LAMBERT AV

NEWTON AV

HILLCREST AV

BRANDON AV

349 FAIRVIEW

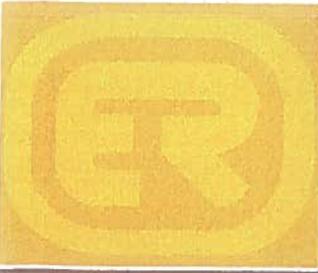
APPROX. LOC.
OF 100 YR.

(EL 755)

Zone AE

SUNSET AV N. 51' 45"

EBA



Wetland Delineation Report

Manor Woods Glen Ellyn, Illinois

Prepared for:

**Village of Glen Ellyn Public Works
30 S. Lambert Road
Glen Ellyn, IL 60137**

Prepared by:

*Engineering Resource Associates, Inc.
35701 West Avenue, Suite 150
Warrenville, IL 60555
Ph: 630-393-3060
Fax: 630-393-2152*

ERA Project # 290907

December 2009

ENGINEERING RESOURCE ASSOCIATES, INC.
Consulting Engineers, Scientists & Surveyors



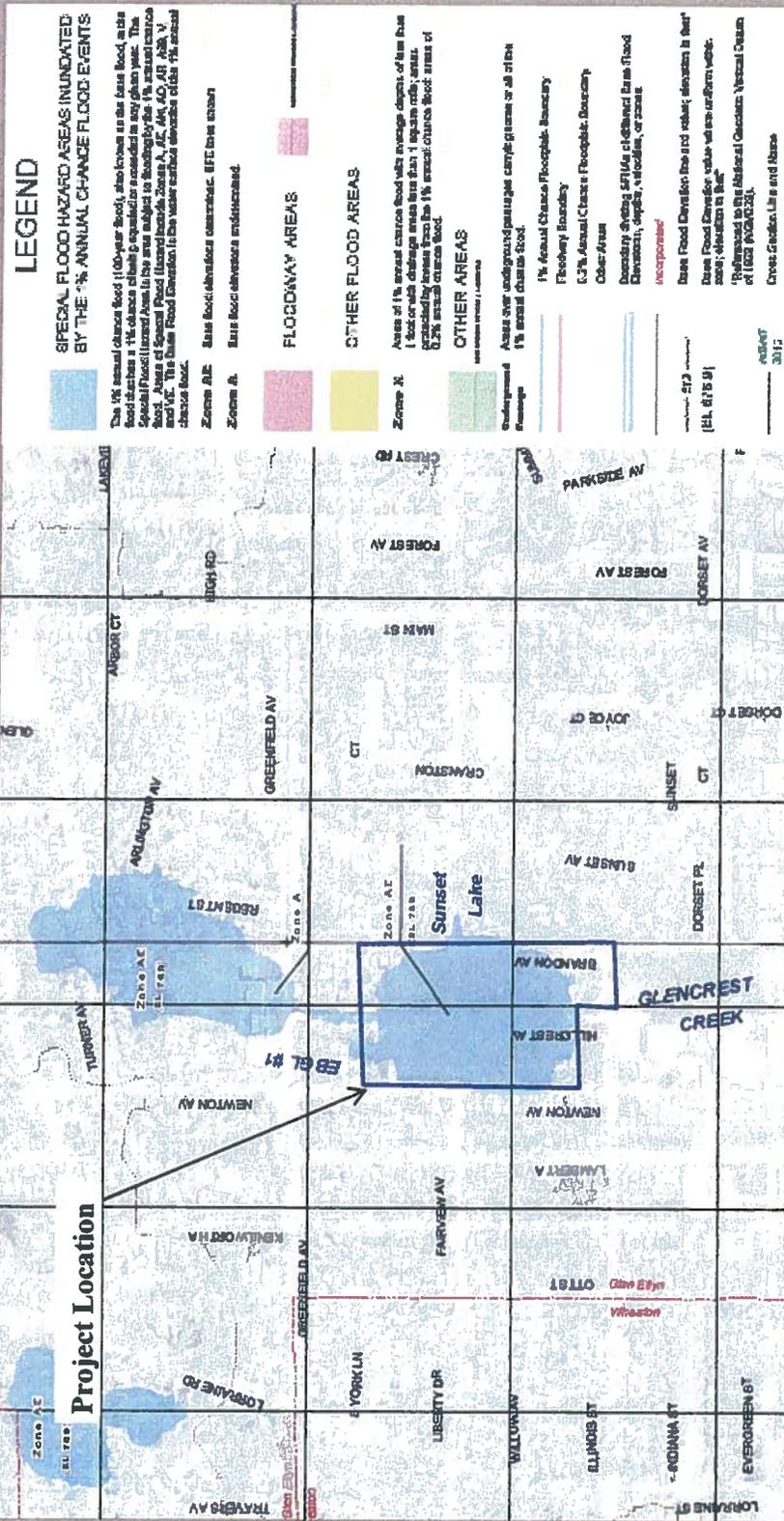


EXHIBIT 7

DuPage County Regulatory Flood Map

Project Location

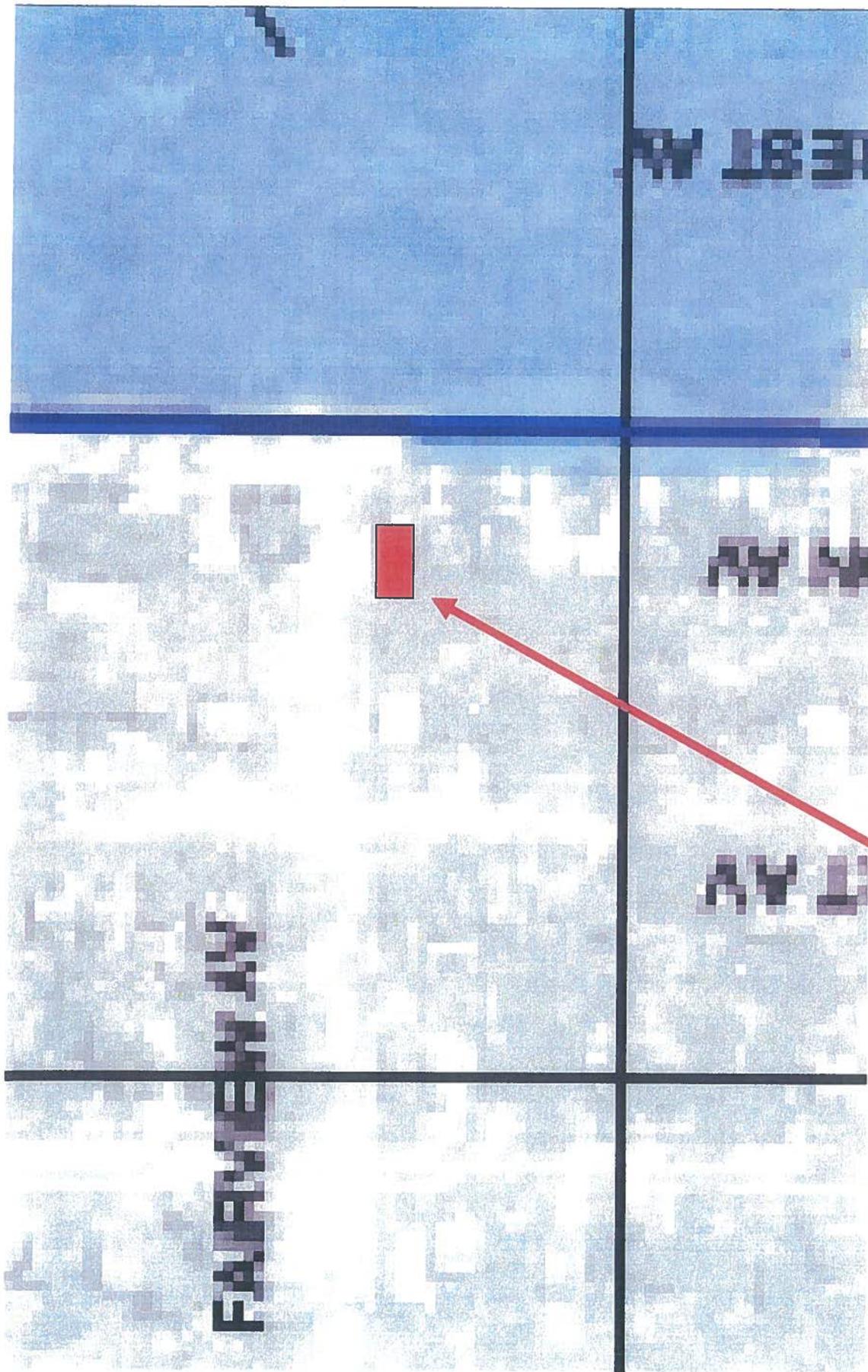
Milton Township Map # 17043C0505 H and 17043C0506 F



Village of Glen Eilyn Public Works
Manor Woods
Job # 290907

ENGINEERING RESOURCE ASSOCIATES, INC.
Consulting Engineers, Scientists & Surveyors
35701 West Avenue, Suite 150 | Warrenville, IL 60555 | (630) 393-3060

Warrenville | Geneva | Chicago
www.eraconsultants.com



349 Fairview is located here.

A-8



To: Steve Jones, Village Manager
From: Joe Caracci, Public Works Director
Date: May 11, 2010
Re: Riford Road Construction Phase Expenditures

Background

We are getting closer and closer to actual construction on the long anticipated Riford Road Improvements Project. It has taken over six years to get to this point which included various stages of funding applications, engineering design work, interactions with multiple agencies, land acquisition, and finally bidding.

The project focuses on the reconstruction of Riford Road (including various improvements to the water, sanitary sewer and storm sewer systems) with a new full depth asphalt roadway, and the reconfiguring (and widening) of the Riford Road / St. Charles Road intersection to provide left turn lanes and new traffic signals. In total nearly 4,200 feet (0.8 miles) of roadway will be rehabilitated.

The project recently appeared on the April 23, 2010 IDOT letting, with the firm of R. W. Dunteman of Addison submitting the low of seven bids at \$2,453,000, about 23% below the final engineer's estimate. Two Village actions now required, including allocating funds for the local agency share of construction expenses and to hire an engineering firm for construction oversight. Construction work is expected to begin by late June and be completed in early November 2010.

Issues

IDOT will serve as the contracting agency for the project. As such, they will process all pay requests from the contractor and pay them accordingly. The Village will receive reimbursement requests from IDOT. Therefore, we must allocate the appropriate funding for payment to IDOT for the local share of construction amount.

This project will receive significant STP funds on the order of \$1,176,413 (70% of qualifying roadway items). The remaining 30% and all water/sewer and non-qualifying roadway items will amount to \$1,276,163. Of these local share funds, the County will reimburse the Village \$190,950, per our IGA approved in February 2010.

Based on these figures, with contingencies added, the following table summarizes the recommended funding for construction:

Project Item	Recommended Contingency	Funding Source (FY 10/11)	Account No.	Amount
Water Main	10%	Water Fund	50100-580100-00505	\$375,000
Sanitary Sewer	10%	Sanitary Sewer Fund	50200-580100-00505	\$305,000
Street & Storm Sewer	5%	Capital Projects Fund Street Program	40000-580160-00505	\$690,000
TOTAL				\$1,370,000

The Village is responsible for providing construction engineering services for the project. Civiltech has been performing a majority of our construction management for the past seven years with high regards. The selection of the Phase III engineer for the Riford Road project however, afforded an opportunity to investigate the capabilities and possibilities of other consultants. Five engineering firms – including Civiltech, Burns & McDonnell (the project design engineers), and three other “new” firms (firms that have shown consistent and continuing interest in obtaining Village engineering work: Strand Associates, Engineering Enterprises and Thomas Engineering) – were invited to submit written proposals and interviewed about the project.

Based on the proposal and interview process, Thomas Engineering and Civiltech Engineering stood out on quality, experience, and approach to the project. Civiltech, however, was very aggressive on providing the best “price-point” for the work. The Thomas Engineering proposal totaled \$283,000 while Civiltech came in at \$213,000. Civiltech continues to utilize an overhead and profit factor well below their IDOT rate. They also were able to take advantage of economies of scale with their current assignment on Bryant Avenue. Although we are very interested in giving Thomas Engineering an opportunity to perform for the Village, we feel it is in the best interest of the Village to move forward with an engineering agreement with Civiltech on the Riford Road Project. Below is a summary of funding recommendations with Civiltech, providing a 5% contingency on their proposal:

Funding Source (FY 10-11)	Account No.	Percent of Project	Engineering Fee Amount
Water Fund	50100-580100-00505	14%	\$30,000
Sanitary Sewer Fund	50200-580100-00505	11%	\$25,000
Capital Projects (Roadway)	40000-580160-00505	75%	\$175,000
TOTAL			\$230,000

The construction bid on this project came in well below the engineer’s estimate of \$3.2 million. As such, there are savings anticipated from our proposed budget in both Water/Sewer and

Capital Projects Funds. The proposed funding table summarizes the impacts of the actual bid on our accounts. We are **overfunded** in Water by \$115,000, **underfunded** in Sanitary Sewer by \$45,000 (net overfunded in W/S by \$70,000) and **overfunded** in Capital by \$75,000. Overall, our proposed budget is overfunded by \$145,000.

Riford Road Improvements Project Project Funding vs. FY 10 – 11 Budget Figures		
Fund	Construction + Phase III Engineering Costs (with Contingencies)	Budgeted Amounts
Water	\$405,000	\$520,000
Sanitary Sewer	\$330,000	\$285,000
Capital Project	\$865,000	\$940,000
TOTALS	\$1,600,000	\$1,745,000

Action Requested

Bob Minix will present this item at the May 24, 2010 Village Board Meeting.

1. Motion to approve payments to the Illinois Department of Transportation for Local Agency construction costs associated with the Riford Road Improvements Project in the amount of \$1,370,000 (including contingencies) to be expensed to the FY 10/11 Water, Sanitary Sewer and Capital Project Funds.
2. Motion to approve an agreement with Civiltech Engineering, Inc. of Itasca for construction phase engineering services associated with the Riford Road Improvements Project in a not-to-exceed amount of \$230,000 (including a 5% contingency), to be expensed to the FY 10/11 Water, Sanitary Sewer and Capital Projects Funds.

Recommendation

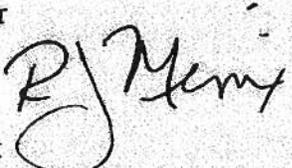
I recommend approval of these items.

Attachments

- Memorandum dated May 11, 2010 (with attachments) authored by Professional Engineer Bob Minix

Interoffice Memorandum

to: Joe Caracci, Public Works Director

from: Bob Minix, Professional Engineer 

subject: Riford Road Improvements Project
Recommendation for Approval of Construction Phase Engineering Services and to
Appropriate Funds to Pay for the Local Agency Share of Construction Costs

date: May 10, 2010

The Riford Road Improvements project consists of the reconstruction of the roadway between Crescent Boulevard and St. Charles Road to realize safety, structural and drainage improvements in the corridor (see the attached location map). Included in the project would be various water and sanitary upgrades and reconfiguring the intersection of Riford and St. Charles Road to provide left turn lanes on St. Charles Road with new traffic signals. The project has qualified and been selected for federal funding assistance through the Surface Transportation Program (STP) for 70% of eligible construction costs. DuPage County will also be a financial partner in the project; the Village and County constitute the "local agency" with the Village in the lead.

Including improvements of about 1,200 ft. on St. Charles Road, the total length of the roadway improvements is 4,200 ft. Construction on Riford will feature removal of the existing two lane bituminous pavement and replacement with a full-depth hot mix asphalt pavement. Additional improvements include new concrete curb and gutter, new driveway approaches, replacement and new sidewalk to provide walks on both sides of the corridor, pavement marking and landscaping. St. Charles road will be widened to accommodate the new left turn lanes and resurfaced.

The Illinois Department of Transportation is the contracting agency for the project. The project was let on April 23, 2010. This memorandum will include a discussion of the bid results with a breakdown of project costs, recommendations for project funding by the Village Board and a rough cost share breakdown for Village and County expenses.

A second item requiring Board action prior to the start of construction is the hiring of a consultant to provide resident engineering services to oversee the project contractor (Phase III services). A proposal and interview process involving five engineering firms was undertaken, with the results of that endeavor reported herein as well.

CONSTRUCTION COSTS AND RECOMMENDED FUNDING

On April 23, 2010 the Riford Road project was let through an IDOT bidding process. Seven contractors provided bids for the work as shown in the following table:

Riford Road Improvements Project – Bid Results – April 23, 2010 IDOT Letting	
Contractor	As-Read Bid Price
R. W. Dunteman	\$2,452,576
John Neri Construction	\$2,508,424
Schroeder Asphalt	\$2,561,395
A. Lamp Concrete Contractors	\$2,601,803
Martam Construction	\$2,655,887
Glenbrook Excavating	\$2,841,926
Copenhaver Construction	\$3,005,361
Engineer's Estimate	\$3,197,127

R. W. Dunteman of Addison, IL is a well-known local roadway contractor and has performed numerous Village of Glen Ellyn and DuPage County projects. IDOT has recently requested concurrence from the Village regarding award of the contract to the low bidder and both the Village and County agree that Dunteman should perform the project. The contract award process typically takes 30 to 45 days to complete, so the project will likely be underway by late June.

A more detailed look at the project construction costs is presented in the following table:

Riford Road Improvements Project – Cost Breakdown based on Low Bid Prices	
Project Element	Cost
Total Project	\$2,452,576
STP Eligible Scope Amount (Roadway, Drainage & Traffic Signals)	\$1,680,590
Federal Gov't Share	\$1,176,413
Glen Ellyn Share	\$395,380
DuPage Co. Share	\$108,797
Local Agency Only Scope Amount	\$771,986
Glen Ellyn Share	\$689,833
Water Fund	\$341,004
Sanitary Sewer Fund	\$275,172
Capital Fund	\$73,657
DuPage County Share	\$82,153

The local agency (Glen Ellyn and DuPage County) will be responsible for paying for project elements that are not eligible for federal participation (such as water main, sanitary sewer and some specialized roadway / sidewalk / restoration construction by the Village and extra St. Charles Road resurfacing by the County) and for the 30% balance of construction costs not paid for by the STP funding. As the lead for the local agency, Glen Ellyn will be billed by IDOT for the local agency portion of the contractor invoices; reimbursements to the Village by DuPage County for the roughly \$191,000 of County construction costs will occur in conformance with the approved intergovernmental agreement that provides for three payments spread over the course of the construction project.

With contingencies as shown, the recommended funding levels for the project, with the distribution and FY 10-11 account numbers, are as shown in the accompanying table. Slightly large contingencies are requested for water and sanitary sewer fund items to provide for adequate working margins. The payee for these dollars is the Illinois Department of Transportation.

Riford Road Improvements Project				
Recommended Funding for Construction for Payment to IDOT of Local Share Costs				
(with Contingency)				
Project Item	Recommended Contingency	Funding Source (FY 09-10)	Account No.	Amount
Water Main	10%	Water Fund	50100-580100-00505	\$375,000
Sanitary Sewer	10%	Sanitary Sewer Fund	50200-580100-00505	\$305,000
Street & Storm Sewer	5%	Capital Projects Fund Street Program	40000-580160-00505	\$690,000
TOTAL				\$1,370,000

CONSTRUCTION (PHASE III) ENGINEERING SERVICES

The Village is responsible for retaining a qualified consultant to perform Phase III engineering tasks, consisting of: staff, contractor and resident interactions; project scheduling coordination; inspections; coordination with surveying and testing companies; keeping project records; measuring and quantifying contract pay items; change orders; and preparation of record drawings. The engineer must be IDOT-certified for the procedures and paperwork required for utilization of federal monies. In addition to the field staff, the consultant will provide office support personnel as well as a sub-consultant in the area of material testing to satisfy project quality control requirements.

Civiltech Engineering has performed the majority of construction oversight assignments for the Village over the past seven years, providing a high level of service and performance in this time frame. The selection of the Phase III engineer for the Riford Road project however, afforded an opportunity to investigate the capabilities and possibilities of other consultants. Five engineering firms – including Civiltech, Burns & McDonnell (the project design engineers), and three other “new” firms (firms that have shown consistent and continuing interest in obtaining Village engineering work: Strand Associates, Engineering Enterprises and Thomas Engineering) – were invited to submit written proposals and interviewed about the project.

The proposal review and interview process was interesting and I benefited from the opportunity to discuss the project with very knowledgeable engineers. Each firm had good to excellent qualifications, reasonable to excellent experience and a fair to excellent grasp of the project scope and needs. Projected personnel hour requirements and overall costs for the effort (personnel, direct costs and material testing sub-consultant) are shown in the following table. The consultants are listed in the approximate order of their ranking based on my overall assessment of their written material and interview results.

Riford Road Improvements Project -- Summary of Proposals for Phase III Engineering		
Consultant	Personnel Hours	Total Cost
Thomas Engineering Group	2,240	\$283,000
Civiltech Engineering	2,130	\$219,000
Engineering Enterprises	2,200	\$261,000
Strand Associates	2,020	\$241,000
Burns & McDonnell	1,880	\$245,000

Both Thomas and Civiltech were closely ranked on quality, but somewhat disparate in their projected project costs. Civiltech was very aggressive with their pricing, using a billing factor for overhead and profit below their IDOT-approved rate and leveraging their current assignment on the Bryant Avenue / Thain's Addition for the benefit of the Riford Road project. Upon specific inquiry, Civiltech committed to performing the project at their quoted cost unless the project is extended by circumstances beyond their control. On this basis the selection of Civiltech as the engineer for the Phase III services is straightforward. With a 5% contingency, the following amounts are requested from the FY 10-11 Water, Sanitary Sewer and Capital Project funds:

Riford Road Improvements Project Recommended Funding for Phase III Engineering Services (w/ 5% Contingency) Civiltech Engineering			
Funding Source (FY 10-11)	Account No.	Percent of Project	Engineering Fee Amount
Water Fund	50100-580100-00505	14%	\$30,000
Sanitary Sewer Fund	50200-580100-00505	11%	\$25,000
Capital Projects (Roadway)	40000-580160-00505	75%	\$175,000
TOTAL			\$230,000

Per the IGA with the County, DuPage County will reimburse the Village for their share of the construction engineering expenses, estimated to be \$48,000 based on the St. Charles Road percentage of the project (21%).

PROJECT CONSTRUCTION PHASE COST SUMMARY vs. BUDGETS

The construction phase costs listed previously are favorable and help provide some needed cushion in the combined Water / Sanitary Sewer Fund and the Capital Project Fund, based on the following comparisons:

Riford Road Improvements Project Project Funding vs. FY 10 – 11 Budget Figures		
Fund	Construction + Phase III Engineering Costs (with Contingencies)	Budgeted Amounts
Water	\$405,000	\$520,000
Sanitary Sewer	\$330,000	\$285,000
Capital Project	\$865,000	\$940,000
TOTALS	\$1,600,000	\$1,745,000

Total reimbursements from DuPage County (now estimated at \$330,000) are anticipated to track somewhat below currently budgeted amounts(\$355,000) that were based on the engineer's estimate of construction costs.

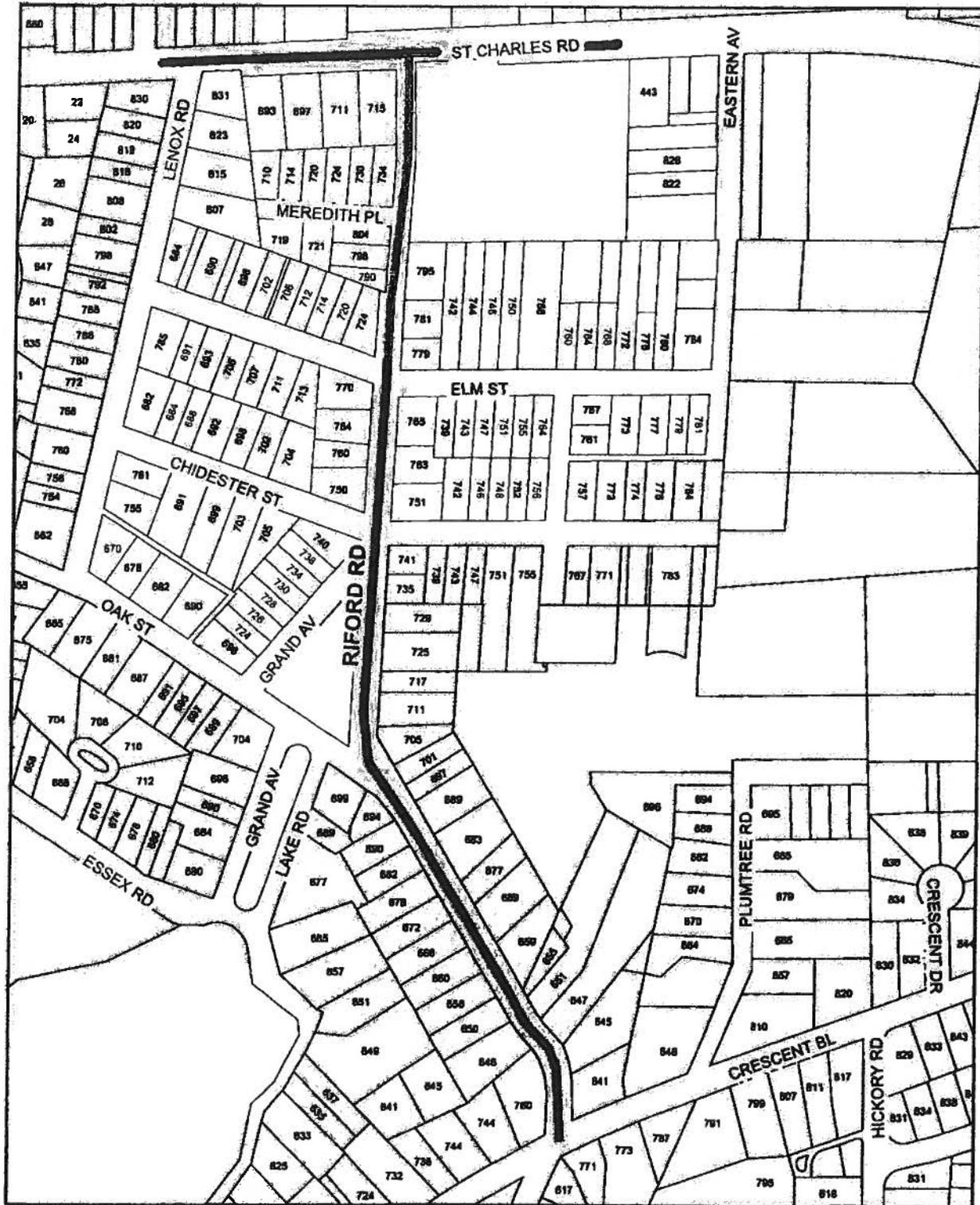
SCHEDULE

Contract award by IDOT to R. W. Dunteman is pending. It is currently anticipated that the pre-construction conference will be scheduled for some time in June, with project work to begin soon thereafter. Substantial completion of the work on St. Charles Road is required by mid-September. Overall project completion is slated for early November, 2010. This will be an aggressive schedule, with multiple crews working on the corridors to achieve the specified completion dates.

- enc. Area Map + Excerpts from Civiltech Proposal

- cc: Steve Jones, Village Manager
Kristen Schrader, Administrative Assistant
Jeff Perrigo, Civil Engineer
Dave Tworek, DuPage County Division of Transportation

Riford Road Reconstruction Project



March 31, 2010

Mr. Joseph M. Caracci, P.E.
Director of Public Works
Village of Glen Ellyn
30 South Lambert
Glen Ellyn, IL 60137

Re: **Riford Road Reconstruction Project
Construction Engineering Services
Proposal / Agreement**

Dear Mr. Caracci:

We are pleased to submit our Proposal/Agreement to furnish professional services in connection with the Construction Engineering of the Riford Road Reconstruction Project. Based on our understanding of the contract plans, the following is our proposed scope of work, project team, estimate of man-hours, and fee.

Civiltech Engineering, Inc. has provided Construction Engineering Services for municipalities, counties, IDOT, Tollway, and other various local agencies since 1988. We have experience in virtually all facets of municipal improvements, including roadway reconstruction, resurfacing, storm and sanitary/watermain improvements, bridges, multi-use paths, lighting, and traffic signal installations. Our qualifications will highlight this experience with an emphasis on previous projects which we have successfully accomplished. Our approach will be to provide not only the services required, but also to act as an extension of the Village's staff in all our dealings with the residents and/or business owners encountered on the improvement. Civiltech is committed to providing quality service and maintaining consistent involvement on every project by a principal of the firm.

As you are aware, Civiltech has recently been selected by the Village of Glen Ellyn to provide Construction Engineering Services for the nearby Bryant Avenue / Thain's Addition Improvement. **This has created the unique opportunity for Civiltech to provide greater efficiencies to the Village than any other firm.** We are proposing to provide a highly experienced Resident Engineer who has previously worked in the Village combined with the expert support of our nearby staff. Mr. Joseph C. Koziel, P.E. has the earned experience as a seasoned Resident Engineer to successfully administer this project and its aggressive schedule. Because of the expedited schedule and the complex requirements of an IDOT Let project, this improvement requires at least one and occasionally two additional field engineers. Our nearby engineers will be able to lend their support when it is needed and still provide the excellent service on the Bryant Project that the Village has come to expect from Civiltech. And of course, Mr. Dave Bugaj will have a few hours available as well to ensure the

Glen Ellyn policies and procedures are closely followed. The efficiency realized by the Village with this proposed approach will come with reduced Field Engineer hours needed for the Riford Road Improvement, since our team will already be on site for the Bryant Project. Please see the attached anticipated contractor's schedule which details this reduced hours approach. Much of the Field Engineers' inspection and documentation efforts, which are so important to both projects, can overlap and still produce the high expectations of prompt and complete inspection covering multiple crews along with all the required documentation.

Our Construction Engineering Team specializes in IDOT Let Local Agency projects. We know the people, the requirements, and the procedures to speed these projects through what can be a long and complex process. We ensure that the Federal and State requirements are fulfilled, that Federal reimbursement is assured, and that our client's interests are protected so they can receive the maximum benefits allowed from the Federal process.

I. PROJECT OUTLINE

A. Project Understanding and Challenges

The proposed improvement is officially known as the Riford Road Reconstruction from Crescent Boulevard and to St. Charles Road. Riford Road will be fully reconstructed from a mostly rural cross section with shoulders / ditches to an urban cross section. St. Charles Road will be widened and resurfaced to provide a left turn lane at the intersection with Riford. The work on Riford Road will include full depth HMA pavement, undercutting when needed, aggregate subgrade, new curb and gutter, an enclosed drainage system, watermain, sanitary sewer installation and lining, sidewalk, driveways, and landscape restoration. Riford Road will be closed during reconstruction with a posted detour along Main Street. St. Charles Road will be widened on the north side to allow for the new left turn lane onto Riford and into Ackerman Park. The widening is a 9" PCC Base Course founded on 16" of aggregate subgrade, and the whole width of St. Charles Road will be resurfaced using level binder on the north side so that the crown can be moved to the new centerline. The traffic signal at that intersection will be modernized, and a temporary traffic signal will allow for both the new signal work and shifting the traffic into Stage I.

The construction is expected to start by mid June 2010 and be completed by October 29, 2010. This project is based on an expedited schedule, and the schedule could be even further compressed if there are delays in the IDOT award of the contract. You will note on the anticipated contractor's schedule included in Attachment D that many controlling items had to be shown as overlapped. The expedited schedule can only be accomplished using multiple contractor crews. There is an interim completion date for the work on St. Charles Road which is September 20, 2010. The interim date will help align this project's work with the upcoming DuPage County project on St. Charles Road to the east. The plans were prepared by Burns & McDonnell, the project will be let on the IDOT April 23rd Letting, and the estimated cost of construction is \$3,197,127.

The greatest challenge we see that can be successfully overcome by Civiltech's strong Resident Engineer and experienced engineering team is full project information distribution and coordination with the residents along Riford Road and the representatives of Ackerman Park. Complete and advanced notification is a must for a project such as this. Our team works diligently to make certain that all involved parties are kept up to date. Our Resident Engineer makes individual contact with residents and representatives early on so they know where, when, and what the project will affect. A personal meeting goes a long way toward a good relationship with the people most affected by the project. Door hangers will also be used to inform of the upcoming work. Of course there will be a Public Meeting where our team can initially introduce themselves, and our Resident Engineer always provides his cell phone number to facilitate immediate contact and answers for the residents. This comprehensive approach has produced excellent results on our previous project throughout Glen Ellyn. Our personal contact approach to project information distribution and coordination keeps residents and involved parties well informed, making them a stakeholder in the improvement, and even benefits the contractor's work since the public knows how and when to avoid certain areas.

The project includes the complete removal of existing pavement with the replacement of a 6 inch full depth bituminous pavement. Curb and gutter throughout the project will define the roadways in the transition from a rural to an urban cross section. To provide proper drainage from the residents' property while filling in the rural ditches, the roadways will be lowered in some areas over a foot below the existing grade. This substantial amount of earth excavation should help to remove a significant portion of any unstable subgrade material; however, access to driveways will become a challenge. Civiltech will make certain that the contractor is diligent in maintaining driveway access not only by providing temporary stone, but also ensuring that the slopes of the drives are passable. We will follow through with the permanent driveways as well, by verifying that the new slopes down to the proposed roadway elevation are within limits and do not vary too far from what the residents had before. Our Resident Engineer will accomplish this task by documenting and photographing the existing drives and mailboxes before construction. By taking this additional step, it eliminates any confusion about what was there prior to the improvement. If any slopes are found to be too great, then there is an opportunity to address that potential need with the use of a temporary easement. Removing and replacing a bit more driveway onto the resident's property while the contractor is performing their initial work can avoid later conflicts and save possible rework.

This improvement as mentioned has major earthwork cuts. However, there may still be a need for undercutting along the project. Civiltech will work closely with our materials testing firm to remove the proper amount of unsuitable material and ensure a stable base. We will also review with the contractor how the excavated earth is classified before being taken to a dump. No additional compensation should be allowed for dumping material that is not proven to be special waste. Nicor will be on the job to lower their service lines in advance of these major cuts. We will monitor and continuously check their elevations to make absolutely certain that their lines are below the proposed project grades. The cover over the water lines will also be verified during the earthwork cutting operations.

Over 2,500 lineal feet of new storm sewer will be installed as part of this project along with sanitary sewer, watermain with services, and fire hydrant adjustments. Concrete sidewalk will be constructed on both sides of the streets. Of course, the purpose of the new storm sewer is to drain the improved areas as well or better than the ditches have done until now. Our experience on past, similar projects has been that some areas of private property may not be able to drain completely with the addition of a new sidewalk and curb. We will thoroughly investigate the parkways and behind the walks to ensure that proper drainage will be achieved. The time to perform this task is while the contractor is still installing the new storm sewer, so that if an additional run of pipe and inlet are needed to pick up a missed area, it can be done with plan pay items, rather than incurring additional mobilization costs later during final grading operations. The sidewalk will be laid out with grades to further ensure that positive drainage for each property is achieved.

We will closely monitor the contractor's traffic control so that motorists', pedestrians', and the workers' safety is assured. Through coordination with the Village, contractor, and residents, the most appropriate method of daily or weekly traffic control can be determined for various sections of the street in front of homes. The contractor must bring out enough crews to finish the work within the short time limit. Even with the expedited work, the contractor will be held to the requirements for keeping noise and dust at acceptable levels. The contractor will also be held to the high standards of the Village's site cleanliness requirements.

Our unique understanding of this project as described above will produce multiple benefits for the Village of Glen Ellyn as we approach the project in a way that only Civiltech can provide.

B. Scope of Engineering Services

Civiltech will provide a Resident Engineer who is fully experienced in the administration of the Construction Engineering Services listed below. When the amount of work necessitates, our highly experienced Glen Ellyn team will be available as well. A Project Manager will also ensure the quality of our services and facilitate the multiple levels of coordination that are required for a project of this complexity. Our surveyor will be available for initial layout of control points and construction staking verification, and our Resident Engineer is also qualified to perform the layout. In our detailed project approach listed below, we will describe Civiltech's unique qualifications and why we are best suited to administer this improvement.

COORDINATION

Our project team excels as liaisons between our clients and the multiple stakeholders of a project. We will coordinate all project issues with the involved parties and relate them back to the Village for your information or approval. We understand that close communication with the Village, stakeholders, DuPage County, and IDOT is of the utmost importance. Our goal will be to preempt any calls to the Village regarding the projects, since we would have already been in contact with that resident, utility, property owner, business, stakeholder, etc. We will update the Village on the status of any issues and forward recommendations when needed. Our status updates to the Village will include any major project issues and their effect on the progress schedule.

Civiltech will hold progress meetings every week or as often as needed, depending on the amount of project activity. All concern parties will be invited. The contractors will be required to provide and discuss a two week look-ahead schedule. The first portion of the meeting will be devoted to the coordination of project work and schedule between all of the concerned participants, the contractor, Village Departments including the Police and Fire Departments, Forestry, and especially the Village Public Works Department. This is an invaluable tool to keep all informed, preempt initial calls to the Village, and keep on track towards a successful completion of the projects. When concerns of the individual parties have been satisfied, they may leave, and we will continue with more in depth project monitoring with the contractor regarding pay items, contract changes, staging, status of submittals, overall schedule, etc. We will work with the contractor to resolve all issues and keep the project moving forward. The actual progress of the project will be closely tracked as it compares with the overall project schedule. If a contractor falls behind, we will investigate and recommend possibilities to get back on schedule. Meeting minutes will be prepared, distributed to the appropriate parties, and filed in the project records. Civiltech's experience with bringing projects to a successful completion through our detailed construction inspection and administration services, as well as thorough coordination, has been proven on many of our past projects.

We have established relationships and coordination experience with DuPage County, IDOT, and many other agencies whose input will be needed to successfully complete this project. Our inspection abilities with regard to road reconstructions, resurfacings, traffic signal installation, utility coordination, and many other roadway items have been proven over the years on multiple similar projects. Our true strength and experience shows best when we are solving unknown problems which arise on all projects.

CONSTRUCTION ENGINEERING SERVICES

Civiltech's team will accomplish the goal of providing the excellent Construction Engineering Services we are known for by using our typical project approach, which has brought us success on our past projects. Our project approach will be to divide the work into three phases:

- Pre-construction
- Construction
- Completion and Final

Pre-construction

Plan Review

Civiltech will perform a detailed review of the plans and special provisions as they relate to the most recent existing conditions on site to determine if there are any potential conflicts that could be addressed and resolved before construction.

Stakeholder Coordination

We will initiate or continue coordination with all stakeholders in the project including residents, businesses, developers, adjacent contractors, utilities, other agencies, and property owners. Pre-project field meetings will be held with any of the above mentioned entities necessary to resolve potential issues and keep them fully informed. All concerned parties would be encouraged to attend the Pre-construction Meeting.

Contractors and Contacts

A list of names, addresses, and telephone numbers (especially 24 hour emergency contact numbers) will be compiled and maintained for all contractors, subcontractors, material suppliers, and any others pertinent to the project. We will make recommendations to the Village regarding the suitability of the proposed subcontractors.

Traffic Staging Review

The staging and maintenance of traffic will be reviewed again as they relate to field conditions. We will forward our comments to the contractor highlighting concerns that may limit traffic moving safely while the contractor has enough room to work.

Field Review

We will thoroughly investigate the field conditions of the project exposing conflicts so that the proposed improvements can be constructed without them. The geometric control points will be set at this time as well.

Initial Documentation

Field books, quantity book, diary, and all other forms of proper project documentation will be set up per Illinois Department of Transportation (IDOT) Standards. Civiltech has completed previous IDOT and FAUS projects using ICORS, IDOT's computer based record keeping system, and will be approved for its use on this project. Existing conditions photos will be taken. Important submittals will be requested from the contractor and they will be required to show those submittals on their proposed schedule.

Progress Schedule Review

We will review the contractor's proposed schedule for constructability, to verify that all controlling as well as major items are shown within the context of the staging, and whether it is reasonable as compared to our experience with production rates.

Construction

On Site Inspection

Civiltech will perform all on site inspection of the contractors' work and operations enforcing compliance with the plans and specifications. Any variations found will either be corrected or a sound solution will be formulated and forwarded to the Village for approval.

Final Documentation

All pay items will be final measured, calculated, and checked. They will be marked and posted as final on the IDR's and in the quantity book. Full backups for all ICORS documentation will be delivered. We will provide all supporting documentation, as well as the necessary cross referencing, so the final quantities are clear and can be easily verified.

Material Certification

We will work closely with the contractor to resolve all the material deficiencies that may still be present on the holdback reports. Any material inspection required for quality assurance will be reviewed for accuracy and completeness. We are committed to resolving all material deficiencies. However, if after we do all we possibly can to help and the contractor still can not provide what is needed, those deficient items will not be paid.

Plan Revision reflecting as-built conditions

The contractor's record drawings will be reviewed for accuracy and all dimensions shown will be verified. We will also provide a detailed set of "As Built" drawings for the Village's permanent records. All changes will be noted and the drawings will be reproducible. Civiltech has found that the best method to create an accurate record drawing is to update an original plan set as the project progresses, not just at the end. This method also ensures a timely completion of the record sets.

Final Pay Estimate

Only after all final measurements have been verified and material inspection assured will we create the final pay estimate and forward it to the Village for approval.

Project Records

Civiltech will compile all the project records in an orderly fashion. They will be labeled, arranged, and a table of contents provided for easy review. The completed set of records will be promptly submitted to the Village of Glen Elyn.

C. Project Staff Qualifications

Civiltech is fortunate to have a number of experienced Resident Engineers on our staff. Our construction services department has over twenty qualified individuals available. Our abilities to successfully complete projects on time and on budget as a company lie in the experience and capabilities of the staff assigned to a particular project. Our Phase III staff has direct relevant experience with projects involving the same design elements that will be part of this improvement project. We maintain our lines of communication. No one is more than one individual away from a principal of the firm who can make a timely and binding decision in all matters. Please note when reviewing our team the number of years each has served with Civiltech. The stability of our staff is one of our greatest assets. As always, all of our employees remain accessible to the Village's staff for discussion about project questions or concerns.

Our key personnel to be assigned to this project and their individual roles are:

Project Manager	James D. Ewers, P.E.
Resident Engineer	Joseph C. Kozial, P.E.
Senior Resident Engineer	David M. Bugaj
Field Engineer	John P. Vogelmann, E.I.
Field Engineer	Jason M. May, E.I.
Survey Chief	Denise C. Rolando

Our experienced Glen Ellyn Construction Engineering Team will provide the highest quality engineering services and is the greatest reason why Civiltech is the best choice to make the Riford Road Improvement a success. Resumes for the above team members are included in the attachments. When necessary, this team will be supplemented by additional support staff who are also experienced in various facets of this improvement. Their expertise in traffic signals, structures, and landscaping can be useful on a project like this and they are available on an as-needed basis.

Civiltech is proposing **Joseph C. Kozial, P.E.** as the Resident Engineer for this project. He is currently finishing his duties as the Resident Engineer for the \$56 million I-90 @ I-39 Cherry Valley Interchange Reconstruction for the Illinois Tollway. He also served as the Assistant Resident / Documentation Engineer for the Tollway on the \$89 million Open Road Tolling Plazas One, Five, and Seven Projects. Joe has provided his services in the Village of Glen Ellyn as well. He assisted Dave Bugaj with the large residential reconstruction of the SACROW Area. Joe's dedication to the project is quite evident as he has been called the number one Resident Engineer for all projects by high ranking Tollway personnel. His work has been used by Tollway staff as examples of how things should be correctly completed. He has helped to successfully coordinate the multiple Tollway Departments, other Agencies including IDOT, contractors, and all involved parties toward the main goal of a project on time, within budget, and done right. Joe is presently completing the interchange project, which included items similar to this project, such as full depth HMA reconstruction / paving, drainage work, erosion control measures, traffic staging, lighting, and traffic signal work. He has been with Civiltech for seven years and has earned his vast IDOT experience. Previously as Resident Engineer, he successfully completed a \$6 million IDOT Let / STP funded project in Elk Grove Village. That project included an intersection with nine lanes of traffic along busy IL Route 83. He was Assistant Resident Engineer on the IDOT Let / STP funded Fairway Drive Improvement in the Village of Vernon Hills and the Nike Site Improvement in that same Village. Joe is trained in QA/QC for aggregates as well as Level II for bituminous and concrete. He has a vast knowledge in the field of construction and maintains meticulous documentation. His expert survey abilities will help to verify contractor layout, and his coordination skills will be evident as he addresses the issues of all concerned parties at the progress meetings and throughout the project.

David M. Bugaj will be assigned as Senior Resident Engineer, and will be available to lend his well earned expertise to this improvement. He has proven his ability to coordinate with residents and business owners affected by a major construction project in the Village, and will ensure the policies and procedures of Glen Ellyn are followed.

James D. Ewers, P.E. is the Construction Department Head for our firm and would serve as the Project / Quality Assurance Manager for this project. Jim has provided Project Management for the past five years at Civiltech, and he was the Project Manager for the Park Boulevard Reconstruction, Braeside Improvements, and the 2009 Street Improvement Projects last year in Glen Ellyn. He previously worked for 15 years at IDOT District One in the Bureau of Construction, most recently as Construction Supervisor and Local Agency Construction Supervisor responsible for all District One Federal Aid projects. Jim's knowledge and experience with the administration of road improvements will help ensure a prompt and complete final documentation process. He will make himself available to discuss questions with design plans and specifications, oversee staffing requirements, prepare monthly invoicing and project budgets, and ensure that all project documentation is properly prepared and submitted to the Village for final acceptance. He will attend the progress meetings and any other meetings with the contractor and/or Village whenever necessary. Jim has a vast amount of experience in managing projects similar to these, and he has proven abilities in coordinating multiple agencies, businesses, property owners, and legislative representatives to the common goal of a successful project. He will ensure that the Village is satisfied with our overall job performance.

For the purpose of establishing the manhours needed and facilitating the expedited construction schedule, we have included hours for Assistant Resident Engineers and an intern to support the Resident Engineer with inspection, documentation, and coordination. There are great efficiencies that the Village of Glen Ellyn will realize since the two Assistant Resident Engineers will be splitting their time between this and the Village's Bryant Avenue Project.

We are proposing **John P. Vogelmann, E.I.** and **Jason M. May, E.I.** as the Assistant Resident Engineers for this project. They are presently completing last year's work in Village of Glen Ellyn where they performed exceptionally well and earned valuable experience on residential street reconstructions. John has been exclusively performing his duties in Glen Ellyn for the past four years, and Jason for the past two years. They know what has to be accomplished to make a successful project in the Village. They have both helped to make their previous improvements successful with their ability to converse with the people affected by the project. Along with being excellent construction field inspectors, they are also certified by IDOT in Contract Documentation. They are dedicated and meticulous engineers. They maintain communication with the representatives from various Village Departments, keeping them apprised of project activities and progress. Their performance has been exceptional and their acquired experience will ensure the Village's concerns are satisfied.

Ms. Denise C. Rolando will be responsible for providing construction layout verification. The Resident Engineer will be responsible for coordinating the layout verification efforts efficiently. The survey crew will be utilized on a part time, "as needed" basis. Civiltech also has additional survey staff who may be called upon to assist Denise in order to ensure that construction layout verification does not delay the contractor's progress.

D. Proposed Subconsultants

Civiltech will provide all work for this contract with its own forces with the exception of material testing. We have provided for material testing services to ensure the quality of p. c. concrete and bituminous concrete. These services will be subcontracted to **Midland Standard Engineering & Testing, Inc. (MSET)**, a firm specializing in material testing. Our IDOT Level II trained Resident Engineer is capable as well of providing the on site QA material testing for small quantities if needed. Civiltech will provide coordination with the testing firm to ensure the proper notification is given for testing needs, review all material reports, and include them into the project records. MSET has provided the Quality Assurance for all of our IDOT Let Local Agency projects during the last five years. Their people are well known to IDOT's Bureau of Materials staff. There is a noticeable comfort expressed from the Bureau of Materials representative at IDOT pre-construction meetings when we mention that MSET will be providing the QA. They are already writing **Bill Prigge's** name and phone number down before we have a chance to give it.

E. Insurance Coverages

Civiltech Engineering maintains General Liability insurance with an aggregate coverage amount of \$5,000,000 (\$3,000,000 each occurrence), Automobile Liability insurance with a single limit coverage amount of \$3,000,000 as well as Worker's Compensation Insurance. We also maintain Professional Liability Insurance with an aggregate amount of \$2,000,000.

II. COMPENSATION

A. Man hour and Direct Cost Estimate

A schedule indicating our anticipated manhours is attached. You will note that we believe the contractor will typically be working 40 to 50 hours per week with multiple crews to achieve project completion. When creating the anticipated contractor's schedule and to achieve project completion by October 29, 2010, we increased the production rates and showed many of the controlling items simultaneously starting. As stated above, the contractor will need multiple crews on critical items to accomplish this schedule.

We anticipate providing full time inspection throughout the duration of the project. Because our support staff are working on adjacent Village of Glen Ellyn projects, we were able to provide full inspection with fewer hours. The adjustment is noted over the staff hours estimate on the attached schedule. **This unique approach using fewer engineering hours while still providing full contract administration allows Civiltech the opportunity to provide greater efficiencies to the Village than any other firm.**

Our experienced support staff for our Resident Engineer will be able to split their time between Village projects and still achieve our complete project scope, providing the excellent Construction Engineering Services the Village has come to expect from Civiltech. A project of this size will also require a summer intern to cover the many simultaneous contractor operations. Project Manager hours are estimated to be about two hours every other week which will include attendance at progress meetings, assistance in plan interpretation, correspondence, and project coordination. Our Resident Engineer and Project Manager will be responsible for decisions, such as when to call in our surveyor or when to perform the work themselves. It is with good staff planning that Civiltech stays within project budgets. Our knowledge of IDOT's Quality Assurance requirements keeps the cost for material inspection to a minimum by only testing at the needed frequency. We enforce that the contractor's Quality Control provides the full amount of testing as required.

Direct costs include the cost of a vehicle which will be billed at the rate of \$40.00 per day, printing and photography expenses, and material testing performed by our subconsultant.

B. Engineering Fee

We propose to perform the work on the basis of a "not to exceed fee" of \$219,027.00. Our approved IDOT overhead rate for fiscal year ending December 31, 2008 is 151.35%. Using this approved IDOT overhead rate and the IDOT profit formula ($14.5\% \times 2.5135 \times \text{direct labor}$) results in an overall billing factor of 2.8779. **Civiltech is holding its overall billing factor to a flat 2.65 x direct labor for the Village of Glen Ellyn.** This results in a savings to the Village of over \$15,000. Our commitment to help Glen Ellyn reduce costs in this difficult year holds true for this project as well. **Civiltech will also reduce each of our invoices for this improvement by 2%.**

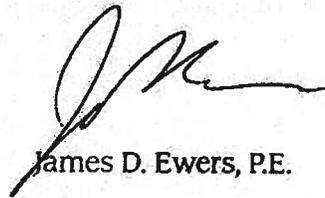
Compensation for our work will be based upon actual labor dollars expended times a factor of 2.65 to cover actual payroll, overhead and indirect costs, payroll burden and fringe benefit costs, and profit. Direct costs such as printing, vehicle expenses (\$40.00/day), and subconsultant costs will be billed at their actual cost. Attachment E includes the details of our Cost Estimate of Consultant Services and supporting documents.

We are confident that our experienced and qualified team can provide the best combination of talent and professional expertise to the Village for this improvement. We believe our unique approach of supporting our experienced Resident Engineer with our Glen Ellyn Team will bring the Village our expert engineering services in the most efficient manner resulting in the benefits of a successful improvement with enhanced coordination.

If this proposal is acceptable, please execute below and return one copy to us. In the mean time, we will make ourselves available to discuss our Proposal with you. We thank you for the opportunity to submit this proposal and look forward to working with you to make the Riford Road Reconstruction Improvement a great success.

Very truly yours,

CIVILTECH ENGINEERING, INC.



James D. Ewers, P.E.

Accepted By: _____

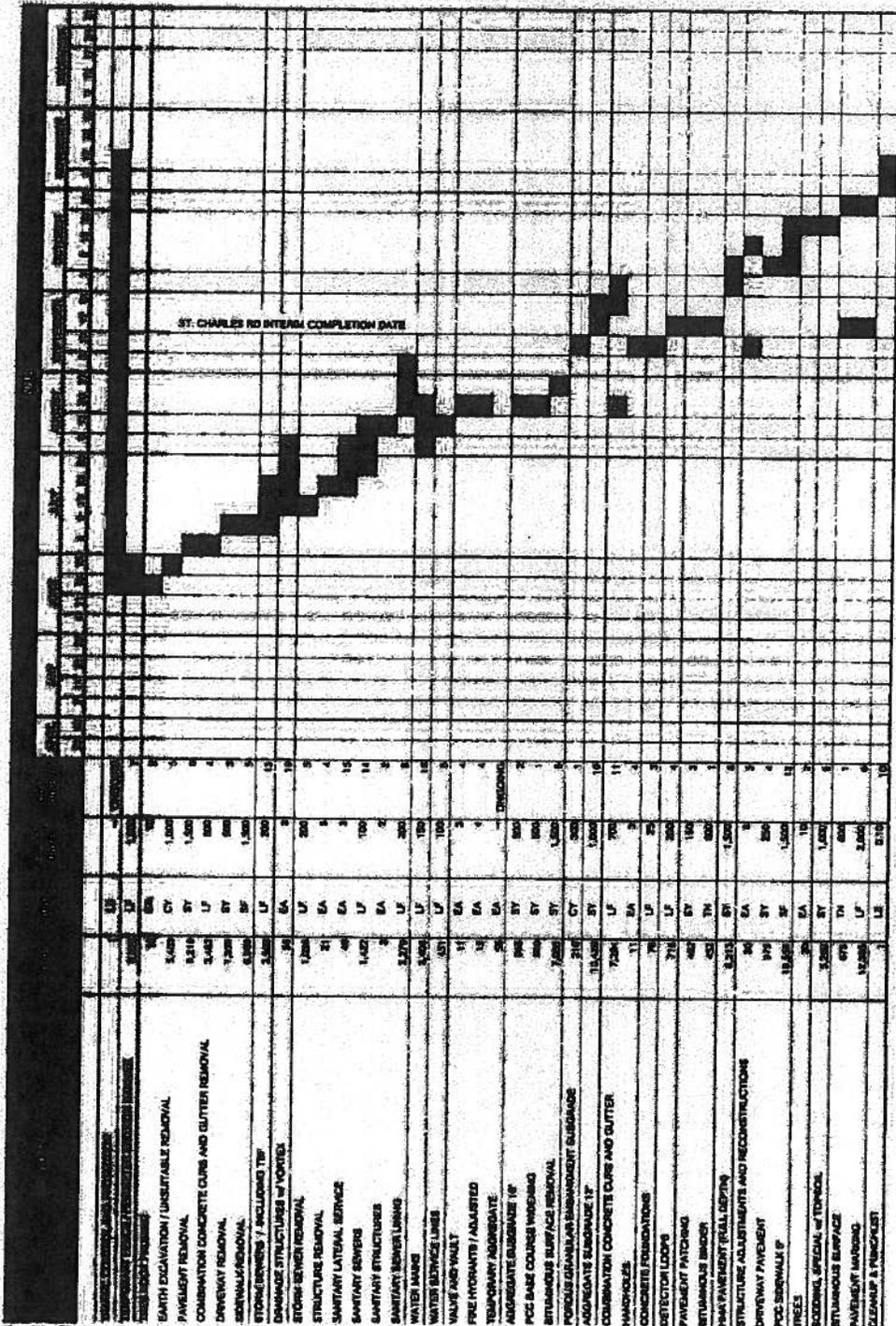
Title: _____

Date: _____



Anticipated Project Schedule

RIFORD ROAD RECONSTRUCTION PROJECT



Activity	Start	End	Duration	Resources
DRAINAGE EXCAVATION AND RECONSTRUCTION	01/15/10	01/15/10	1	100
SANITARY EXCAVATION / UNSERVABLE REMOVAL	01/15/10	01/15/10	1	100
PAVEMENT REMOVAL	01/15/10	01/15/10	1	100
COMBINATION CONCRETE CURB AND GUTTER REMOVAL	01/15/10	01/15/10	1	100
DRIVEWAY REMOVAL	01/15/10	01/15/10	1	100
SIDEWALK REMOVAL	01/15/10	01/15/10	1	100
STORM SEWERS / INCLUDING TIE	01/15/10	01/15/10	1	100
SANITARY STRUCTURES w/ VORTICES	01/15/10	01/15/10	1	100
STORM SEWER REMOVAL	01/15/10	01/15/10	1	100
STRUCTURE REMOVAL	01/15/10	01/15/10	1	100
SANITARY LATERAL SERVICE	01/15/10	01/15/10	1	100
SANITARY SEWERS	01/15/10	01/15/10	1	100
SANITARY STRUCTURES	01/15/10	01/15/10	1	100
SANITARY SERVICE LINES	01/15/10	01/15/10	1	100
WATER MAINS	01/15/10	01/15/10	1	100
WATER SERVICE LINES	01/15/10	01/15/10	1	100
VALVE AND VALVE	01/15/10	01/15/10	1	100
PUE HYDRANTS / ADJUSTED	01/15/10	01/15/10	1	100
TEMPORARY AGGREGATE	01/15/10	01/15/10	1	100
AGGREGATE SUBGRADE 1F	01/15/10	01/15/10	1	100
PCC BASE COURSE WORKING	01/15/10	01/15/10	1	100
BITUMINOUS SURFACE REMOVAL	01/15/10	01/15/10	1	100
POROUS ASPHALT SUBGRADE SUBGRADE	01/15/10	01/15/10	1	100
AGGREGATE SUBGRADE 1F	01/15/10	01/15/10	1	100
COMBINATION CONCRETE CURB AND GUTTER	01/15/10	01/15/10	1	100
MANHOLES	01/15/10	01/15/10	1	100
CONCRETE FOUNDATIONS	01/15/10	01/15/10	1	100
DETECTOR LOOPS	01/15/10	01/15/10	1	100
PAVEMENT PATCHING	01/15/10	01/15/10	1	100
BITUMINOUS BINDER	01/15/10	01/15/10	1	100
HMA PAVEMENT (FULL DEPTH)	01/15/10	01/15/10	1	100
STRUCTURE ADJUSTMENTS AND RECONSTRUCTIONS	01/15/10	01/15/10	1	100
DRIVEWAY PAVEMENT	01/15/10	01/15/10	1	100
PCC SIDEWALK P	01/15/10	01/15/10	1	100
TREES	01/15/10	01/15/10	1	100
SCHEDULING, SPECIAL w/ TOPSOIL	01/15/10	01/15/10	1	100
BITUMINOUS SURFACE	01/15/10	01/15/10	1	100
PAVED/DRY MARKING	01/15/10	01/15/10	1	100
CLEANUP & VEGETATION	01/15/10	01/15/10	1	100



Cost Estimate of Consultant Services

RIFORD ROAD RECONSTRUCTION PROJECT

ITEM	Estimate Manpower Expense		Percentage of Total	Payroll Rate	Payroll Costs	Payroll, Burden & Fringe Costs; Overhead & Expenses* (Labor x 1.32)	Fixed Fee** (Labor x 0.33)	TOTAL
	Number of Manhours	Expense						
Construction Engineering:								
Res. Engr.	24	16	751	408	47,061 \$	62,121 \$	15,530 \$	124,712 \$
Asst. RE		8	72	24	2,960 \$	3,918 \$	980 \$	7,868 \$
Engr. (Inspector)		8	104	24	3,604 \$	4,757 \$	1,189 \$	8,550 \$
Tech (Intern)		32	336	112	6,720 \$	8,870 \$	2,218 \$	17,808 \$
Surveyor		112		8	3,834 \$	5,061 \$	1,285 \$	10,180 \$
Survey Technician								
Senior Res. Engr.	16		42	16	3,108 \$	4,103 \$	1,028 \$	8,237 \$
Proj. Mngr.	9			9	1,134 \$	1,497 \$	374 \$	3,005 \$
TOTALS	49	177	1305	533	60,430 \$	90,328 \$	22,582 \$	219,027 \$
				100.00%				

Direct Expenses:

- 1.) Vehicle Expense
- 2.) Material Testing
- 3.) Printing Expense
- 4.) Photography

- 1.) 180 Days @ \$40.00/Day
- 2.) Material Testing (Midland Standard Engineering & Testing, Inc.)
- 3.) Estimated printing expense for Record Drawings
- 4.) Estimated photography expense



Direct Costs

RIFORD ROAD RECONSTRUCTION PROJECT

Printing Expense

Assume 3 large sets for working drawings & 1 set for final "As-Builts"

Bond Prints: 3 sets X 165 sheets/set X \$0.72 per sheet = \$356.40

Mylars: 1 set X 165 sheets/set X \$3.00 per sheet = \$495.00

Total = \$851.40

Say: \$850.00

Photography Expense

Assume 25 sets of developed digital pictures @ \$10.00 ea. = \$250.00

Total: \$250.00

A-9



To: Steve Jones, Village Manager
From: Larry Noller, Assistant Finance Director
Date: May 12, 2010
Re: Proposed Water Rate Increase

A handwritten signature in black ink, appearing to be "L. Noller", is written over the "From:" line of the memo.

Background

The Village purchases its Lake Michigan water through the DuPage Water Commission. On May 1, 2010, the Village's cost of purchasing water from the Commission increased by 22%, from \$1.70 to \$2.08 per 1,000 gallons. The Commission is passing through to its municipal members the final year of a three year, 50% City of Chicago rate increase for the sale of Lake Michigan water to the Water Commission as well as an increase to make up for cash flow shortages the Commission experienced in the current fiscal year.

The FY10/11 Water and Sanitary Sewer Fund budget also includes an increase in our payment to the Glenbard Wastewater Authority. Much of this increase is a result of needed capital improvements to infrastructure which directly services the Village.

The Village Board recently adopted the FY10/11 budget with these revenues factored into the mix.

Issues

Our current water and sewer rates are insufficient to cover the increased costs to purchase water from the Commission, pay for wastewater treatment by the Glenbard Wastewater Authority and continue the Village's long-term capital plans needed to maintain the Village's water and sanitary sewer systems.

The adopted FY10/11 Village Budget calls for both water and sewer service rate increases of 10%. For customers within the Village, the attached ordinance will increase the water rate from the current rate of \$5.49 to

\$6.04 per 1,000 gallons of water and the sewer rate from the current rate of \$4.45 to \$4.90 per 1,000 gallons of water. Rates for unincorporated customers will also increase by the same percentages. The impact to the typical Glen Ellyn household using 8,000 gallons of water per month is \$8.00 per month.

The components of the expenses related to the water and sewer fund are identified on the attached pie chart. Please keep in mind that over 30% of our total utility related expenses fund capital projects.

Action Requested

This item will be presented at the May 24, 2010 Village Board meeting.

1. Ordinance No. XXXX - VC, An Ordinance to Amend Section 7-11-28 of the Village Code of the Village of Glen Ellyn, Illinois Regarding Water and Sewer Rates and Charges.

Recommendation

Board approval at the May 24, 2010 Village Board meeting is recommended.

Attachments

- Draft Ordinance
- Copy of applicable FY11 Budget pages
- Pie Chart identifying the distribution of Water & Sewer Fund expenses

Ordinance No. _____ - VC

**An Ordinance to Amend Section 7-11-28
of the Village Code of the
Village of Glen Ellyn, Illinois
Regarding Water and Sewer Rates and Charges**

Whereas, the Village of Glen Ellyn owns and operates a combined water and sanitary sewer system that serves all residents in the Village of Glen Ellyn and some of the adjacent unincorporated areas; and

Whereas, all of the funds required for the operation, maintenance and improvement of the system come from the users of the system, essentially through a system of user rates and charges; and

Whereas, the Village of Glen Ellyn, through its participation in the DuPage Water Commission, purchases its allocation of Lake Michigan water through the City of Chicago; and

Whereas, the City of Chicago, beginning in 2008, approved a three year series of annual increases in the rates it charges the DuPage Water Commission for the purchase of Lake Michigan water; and

Whereas, the DuPage Water Commission is passing though the annual water purchase rate increases to its member municipalities including Glen Ellyn; and

Whereas, the DuPage Water Commission has experienced cash flow shortages necessitating additional rate increases to member municipalities including Glen Ellyn; and

Whereas, beginning May 1, 2010, Glen Ellyn's cost of purchasing Lake Michigan water through the DuPage Water Commission will increase by approximately 22%, from \$1.70 to \$2.08 per 1,000 gallons, at an estimated annual additional expense of \$360,000; and

Whereas, there is insufficient revenue from the current water charges paid by the customers of the system to cover the additional cost of purchasing Lake Michigan water; and

Whereas, an increase in the water rate of 10% and an increase in the sewer rate of 10% will provide additional funding needed to offset projected operating cost increases over the next fiscal year,

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 7-11-28 of the Glen Ellyn Village Code is hereby deleted in its entirety and replaced with the following:

7-11-28: **WATER AND SEWER RATES AND CHARGES:** The rates and charges for the use and services supplied by the combined waterworks and sewage systems of the village are as follows:

(Effective with bills issued June 1, 2010)

Within Village

Water	\$6.04 per 1,000 gallons
Sewer	\$4.90 per 1,000 gallons

Outside Village

Water	\$9.06 per 1,000 gallons
Sewer	\$5.15 per 1,000 gallons
Sewer Only	\$5.15 per 1,000 gallons + \$2.65 per month service fee
Non-metered Sewer	\$51.50 per month

In addition, all sewer customers of the village shall be assessed a flat monthly fee of three dollars (\$3.00) for the purpose of funding the sewer repair reimbursement and clear water removal programs.

Water supplied to the Glenbard Wastewater Authority will be charged at the within Village rate.

Section Two: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section Three: This Ordinance shall be in full force and effect from and after its 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 _____, 2010.

Ayes:

Nays:

Absent:

Approved by the Village President of the Village of Glen Ellyn, Illinois, this _____ day of _____, 2010.

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 _____, 2010.)

9. **Maintenance / Other: (\$10,000)** Provides for all materials for water main and service line repairs. Examples include copper tubing, b-boxes, brass fittings, repair clamps, couplers and fittings.
10. **Professional Services / Other: (\$63,700)** Captures the cost of various types of services and studies provided by contractors and consultants. Provides: \$8,000 for water leak location assistance connected with suspected water main breaks; \$5,000 for emergency water main break repairs; \$10,000 for concrete saw cutting; \$4,500 for editing and printing of the Illinois Environmental Protection Agency required annual water quality consumer confidence report; \$2,000 for root pruning prior to excavating to minimize damage to adjacent tree root structures; \$4,000 for traffic control device rental; \$6,500 for chemical water analyses; \$4,500 for bacterial water analyses; \$2,000 for training and implementation of CarteGraph WaterView (water asset management / preventative maintenance); \$8,000 for electrical maintenance and \$1,200 for maintenance to auxiliary electric generators, \$8,000 for outsourcing the printing and distribution of more than 100,000 water bills annually.
11. **Debt Service / Abate Levy: (\$0)** Transfer to the Debt Service Fund to reduce the levy for bond re-payments paid by property taxes for the 1987 \$15 million General Obligation referendum bonds, a commitment of the Village Board prior to the 1987 bond referendum. The Village completed their obligation and no further transfer is necessary.
12. **Purchase of Water: (\$1,976,000)** The Village purchases its Lake Michigan water through the DuPage Water Commission. Water from the DWC is metered and billed to the Village monthly. The Water Commission sets the rates billed to its municipal customers annually and establishes a commodity or "O&M" rate based on the number of gallons purchased and also assesses a monthly "fixed cost" charge to pay for bonds issued to construct the DWC distribution system. The Village's cost of purchasing water from the Commission is expected to increase by over 22% from \$1.70 to \$2.08 per 1,000 gallons. The Commission is passing through to its municipal members a three year, 50% City of Chicago rate increase for the sale of Lake Michigan water to the Water Commission plus an additional increase to cover an unexpected shortfall in operating cash reserves.
13. **Capital Projects: (FY09/10 Estimated Actual - \$1,719,000)** This line item contains capital improvement projects undertaken in the current fiscal year and continuing projects with significant payouts in this fiscal year.

Project Description	Estimated Cost
a. Parkside / Summerdale Reconstruction (#00802) – The water portion of the project funded the replacement of approximate 6,000 ft. of water mains on reconstructed roadways as well as on Forest and Dorset Avenue. Costs shown include construction plus field engineering.	\$8,000
b. East Panfish Basin (#00402) – Final payment to the developer of the Water's	\$12,000

OPERATIONS DIVISION – SEWER FUND
BUDGET FOOTNOTES

1. **Salaries - FT: (\$385,000)** Provides for one-half (50%) of the salaries of the Project Coordinator, Senior Plant Operator, and Customer Service Worker. Also provides for a percentage (30%) of the sixteen members of our Operations Division that will be funded through the Operations – Water Fund budget.
2. **Temporary Help: (\$17,800)** Provides for a percentage (30%) of eight summer seasonal employees (12 weeks) and two extended seasonal (25 weeks) employees that work for the Operations Division of Public Works. Seasonal employees work on all aspects of Operations including performing maintenance on sewer structures, pipes, concrete, as well as catch basin and sanitary sewer cleaning.
3. **Bank Charges: (\$8,000)** Costs associated with the acceptance of credit cards as a form of payment at the Village Cashier's counter.
4. **Postage: (\$8,000)** Costs associated with the monthly Village utility bills are now allocated to the Water (25%) and Sanitary Sewer (25%) Fund and the Residential Solid Waste Fund (50%).
5. **Maintenance / ROW: (\$75,000)** Provides for restoration of streets and parkways disturbed during system repairs. This includes \$45,000 for the Sewer portion of the concrete restoration contract, \$3,000 for landscape materials, and \$27,000 for the sewer portion of the Material Hauling Contract for spoil removal and stone delivery.
6. **Professional Services / Other: (\$77,200)** Captures the cost of various types of services and studies provided by contractors and consultants. Provides: \$20,000 for emergency repairs to sanitary sewer mains that are deeper than Public Works equipment can safely reach; \$10,000 for pavement saw cutting contract; \$1,000 for root pruning prior to excavations; \$5,000 for lift station maintenance; \$3,000 for electrical maintenance; \$1,200 for maintenance to the 40 KW auxiliary electric generator; \$4,000 for cleaning the 4 vortex separators at Lake Ellyn; \$15,000 for bacteria treatments to our sanitary sewer system; and \$10,000 for emergency power rodding and televising. An additional \$8,000 is included in this line item for costs to contract the outside printing and mailing of more than 100,000 utility bills annually.
7. **Glenbard Wastewater Authority (GWA): (\$2,872,000)** Funds treatment of approximately 1.9 billion gallons of wastewater from Glen Ellyn, Illinois American, and a small portion of unincorporated DuPage County south of North Avenue. Glen Ellyn contributes about 49% of total GWA costs with the Village of Lombard contributing the remaining 51% based on their respective waste water flow received at the Glenbard facility.
8. **Service Line Maintenance: (\$65,000)** This is an account designed to assist residents with a



**WATER AND SANITARY SEWER FUND
REVENUE BUDGET FOOTNOTES**

1. **Community Development Block Grant: (FY09/10 \$215,000)** A water main replacement project in the Braeside area on Surrey Drive from Roosevelt Road to Briar was partially funded with CDBG (Community Development Block Grant) funds.
2. **Metered Water Revenue: (\$5,280,000)** Projected revenues for metered water sales are based on estimated water purchased from the DuPage Water Commission of approximately 950 million gallons. We usually bill about 90% of the water we purchase (a portion of the water we purchase is unmetered or otherwise unaccounted for and is unbilled; examples include hydrant flushing, system leaks, meter accuracy). Based on this, we would expect to bill about 855 million gallons in FY10/11.

$$\text{Water} = 855,000,000 \times \$6.18^*/1000 \text{ gal} = \text{approximately } \$5,280,000$$

- * The proposed rate for in-town customers (eff. 5/1/10) is \$6.04/1,000 gal. The "blended" rate shown above is \$6.18/1,000 gal to account for water sales at \$9.06/1,000 gallons to approximately 150 non-resident accounts who are charged 150% of the resident/in-town rate.

Proposed for FY10/11 is an increase of 10% in the Village's water rate. This rate increase is needed to cover a projected \$360,000 increase in our cost of purchasing water through the DuPage Water Commission. The Village's cost of purchasing water from the Commission will increase by over 22%, from \$1.70 to an estimated \$2.08 per 1,000 gallons. The Commission is passing through to its municipal members a three year, 50% City of Chicago rate increase for the sale of Lake Michigan water to the Water Commission plus an additional increase to cover an unexpected shortfall in operating cash reserves.

See Water Fund expenditure footnote 12 for additional details.

Schedule of Water Rate Changes

Date of Change	Rate per 1,000 Gal.	%
		Change
January 1, 1994	\$4.54	
May 1, 1995	4.36	(4.0%)
July 1, 2003	4.72	8.3%
May 1, 2004	4.92	4.2%
June 1, 2008	5.10	3.7%
July 1, 2009	5.49	7.6%
May 1, 2010	6.04	10.0%

3. **Utility Inspections: (\$15,000)** Inspection revenue was previously included in the Miscellaneous Revenue line item and is now separated for improved tracking.
4. **DuPage Water Commission (DWC) Rebate: (FY07/08 Actual - \$1,355,003)** At their February 8, 2007 meeting, the DuPage Water Commission approved a reduction in the water rate charged to its municipal customers (from \$1.45 to \$1.25 per 1,000 gallons purchased – effective May 1, 2007) and a \$40 million cash rebate as part of a plan to draw down cash reserve balances which exceed the Commission’s reserve policy. Glen Ellyn received a total of \$1,355,003 from this \$40 million rebate, based on a 3.3875% share of Water Commission purchases over the years.
5. **Miscellaneous Revenue (\$14,000)** Utility inspections were previous included in this line item and are now listed separately.
6. **Special Service Area Tax (Lambert Farms): (\$97,000)** FY10/11 represents year 4 of a 20 year special service area which was established in 2006 to reimburse the Village for the construction of a new sanitary sewer system in the Lambert Farms subdivision which was previously served by private septic systems.
7. **Community Development Block Grant: (FY09/10 \$395,000)** A major sanitary sewer lining project to address significant clear water inflow/infiltration in the Braeside Area was funded via a Community Development Block Grant.
8. **Metered Sewer Revenue: (\$3,890,000)** Projected revenues for sanitary sewer usage are based on estimated water purchased from the DuPage Water Commission of 950 million gallons. We usually bill about 90% of the water we purchase (a portion of the water we purchase is unmetered or otherwise unaccounted for and is unbilled; examples include hydrant flushing, system leaks, meter accuracy). Based on this, we would expect to bill 855 million gallons in FY10/11.

$$\text{Sanitary Sewer} = 855,000,000 \times 93\% \times \$4.90/1000 \text{ gal} = \text{approx. } \$3,890,000$$

- * There are approximately 200 Glen Ellyn water customers who presently do not receive sanitary sewer service and are served either by private septic systems, the Wheaton Sanitary District, or the DuPage County Sewer System. Water consumption which serves as the basis for estimating sanitary sewer billings is at 93% of billed water.

Proposed for FY10/11 is an increase of 10.0% in the Village’s sewer rate. The sewer rate has not increased since June of 2008. The proposed rate adjustment is needed to support operating cost increases, including payment to the Glenbard Wastewater Authority, and to support scheduled infrastructure improvements.

A summary of prior sewer rate adjustments is presented below:

Schedule of Sewer Rate Changes

Date of Change	Rate per 1,000 Gal.	%
January 1, 1994	\$2.60	
May 1, 1995	2.78	6.9%
July 1, 2003	3.49	25.5%
May 1, 2004	3.91	12.0%
July 1, 2007	4.30	10.0%
June 1, 2008	4.45	3.5%
May 1, 2010	4.90	10.0%

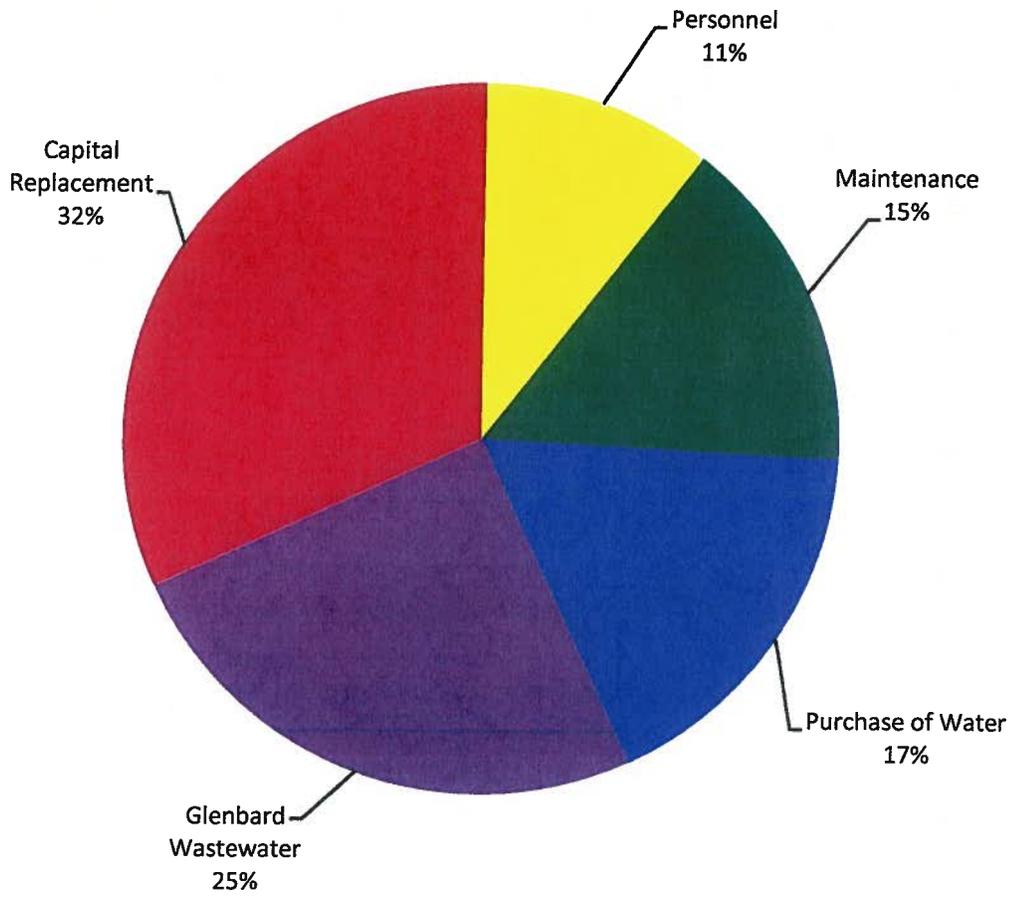
9. **Illinois American Water: (\$525,000)** The Illinois American Water Company (formerly Citizens Utilities) is a privately owned utility company that serves an area south of Butterfield Road (such as the Valley View subdivision), and an area east of the river, north of Butterfield Road. Illinois American is a sanitary sewer customer of the Village of Glen Ellyn whose sewage is treated by, and represents about 9% of the total sewage flow treated by the Glenbard Wastewater Authority (GWA). Illinois American pays Glen Ellyn fees for sewage treatment at a rate based on the Wastewater Authority's operating budget and maintenance costs of the South Regional Interceptor which is the transmission line to the GWA.

10. **DuPage County: (\$390,000)** There are some 500 unincorporated addresses north of Glen Ellyn which are on the DuPage County sanitary sewer collection and utility billing system but whose sanitary sewage is treated by the Glenbard Wastewater Authority. DuPage County remits amounts billed for sanitary sewer service to the Village on a bi-monthly basis.

11. **Sanitary Sewer Repair Reimbursement: (\$295,000)** This account is designed to assist residents with a 50-50 share of repair costs to their private sanitary service lines under a street or within 10 feet of the edge of a street. Each village utility customer address with a sanitary sewer charge pays \$2 per month to fund this program. An additional flat charge of \$1 per month (\$100,000 annual) was added effective May 1, 2006 to assist the Village in completing "inflow and infiltration" reduction projects which will reduce the amount of storm water ("clear water") which enters the sanitary sewer system. This "clear water" increases sewage treatment costs, causes capacity problems at the Glenbard Wastewater Plant, and causes sewage back-ups into some homes during significant storm events.

12. **Miscellaneous Revenue: (\$3,500)** Utility and Clearwater inspection revenue was previously included in the Miscellaneous Revenue line item and is now separated for improved monitoring.

**Village of Glen Ellyn
Distribution of Water/Sewer Fund Expenses
Proposed Budget - FY10/11**



DATE
PATCH

Draft No. 2
5/19/10

Agenda
Glen Ellyn Village Board of Trustees
Monday, May 24, 2010
8:00 p.m. – Galligan Board Room

1. Call to Order
2. Roll Call
3. Pledge of Allegiance to be led by Janie Patch, Executive Director of the Glen Ellyn Economic Development Corporation.
4. Village Recognition
 - A. The Village Board accepts the resignation of Cheryl Conley from the Recreation Commission and thanks her for her service to the Village.
 - B. Letter dated May 4, 2010 from High School District 87, forwarding their thanks to Administrative Analyst Kristen Schrader for supporting the District's recycling and green efforts by offering the Village's leftover recycling bins to the schools.
 - C. Note of thanks received May 17, 2010 from Elementary School District 41 to Police Chief Norton, expressing their appreciation to him for his participation in their anti-bullying program.
5. Audience Participation
 - A. Historic Preservation Commission Chairman Lee Marks will present the 2009 Historic Preservation Awards.
 - B. Police Chief Phil Norton and Booie Madden will present the Madden Scholarship winners.
 - C. The Lifkas, Glen Ellyn Village Residents, will present information on the use of single-family homes as vacation rentals.
6. 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: *(Trustee Comerford)*

- A. Village Board Meeting Minutes:
 1. April 12, 2010 Workshop
 2. April 19, 2010 Workshop
 3. April 26, 2010 Workshop
 4. April 26, 2010 Regular Meeting
 5. May 10, 2010 Workshop
 6. May 10, 2010 Regular Meeting

- B. Total Expenditures (Payroll and Vouchers) - \$1,974,858.22.

The vouchers have been reviewed by Trustee Comerford prior to this meeting.

- C. Motion to waive Section 10-4-17.2(B)25 for the C5B Central Business District of the Village Code concerning a special use of outdoor sales, storage, tents, promotional activities and events and Section 6-2-2.5(B)3 of the Village Code concerning unnecessary noises for Bridge Communities' Sleep Out Rally to occur on Saturday, November 6, 2010 from 6:30 p.m. to 8:00 p.m. in the Crescent Boulevard Parking Lot in downtown Glen Ellyn. (*Administrative Analyst Schrader*)
- D. Motion to waive Sections 8-1-11 (Street Obstructions) and 8-1-12 (Merchandise on Streets) of the Glen Ellyn Village Code, Chapter 3-23 (Peddlers) of the Village Code, applicable outdoor sale sections of the Zoning Code and Section 10-4-17.1(B)32 (Promotional Events) of the Zoning Code in order to allow the Downtown Glen Ellyn Alliance to host the First Friday's in Glen Ellyn event on June 4, July 2 and August 6, 2010 between the hours of 5:00 p.m. and 8:00 p.m. in the Central Business District. (*Administrative Analyst Schrader*)
- E. ***The Braeside Neighborhood Lighting Improvements project involves the installation of approximately 60 street lighting units on all subdivision streets to promote increased night-time security. Total project costs are estimated to be about \$700,000 with the construction work projected to be about \$600,000. Steps required to implement the lighting project at this time include approval of a proposed intergovernmental agreement between the Village and DuPage County governing the receipt of Federal Community Development Block Grant funds and hiring of a design engineer. (*Professional Engineer Minix*)
1. Resolution No. 10-12, a Resolution Authorizing the Execution of an Agreement between the Village of Glen Ellyn and the County of DuPage Governing the Receipt by the Village of Community Development Block Grant Funds in the Amount of \$300,000 to Assist in the Funding of the Braeside Neighborhood Lighting Improvements Project.
 2. Motion to approve an engineering services agreement with Pavia-Marting and Co. of Roselle, IL for the design of street lighting improvements for the Braeside Neighborhood Lighting Improvements Project, in a not-to-exceed amount of \$55,000 (including a 10% contingency), to be expensed to the FY 10-11 Capital Projects Funds.
- F. Motion to declare certain pieces of equipment and vehicles surplus and approve the disposal of these various obsolete Village vehicles and equipment. (*Professional Engineer Minix*)
- G. Motion to approve the recommendation of Village President Pfefferman that Robert A. Cornwell be appointed to the Recreation Commission for a term ending December 31, 2012.

7. Ordinance No. 5866, an Ordinance Approving a Variation of the Zoning Code to Allow a Second Floor Addition to the Residence at 349 Fairview Avenue. *(Trustee Ladesic)*

Planning and Development Director Staci Hulseberg will present information on a request by Kevin and Julie Fry for a variation from the Glen Ellyn Zoning Code to allow the construction of a second floor addition over an existing reconstructed attached garage that results in a floor area ratio of 46.15% in lieu of the maximum permitted floor area ratio of 40%.

8. Professional Engineer Bob Minix will present information for actions associated with the pending reconstruction of Riford Road between Crescent Boulevard and St. Charles Road, including improvements on St. Charles Road. The project will receive Federal Surface Transportation Program (STP) funds covering 70% of construction costs of eligible roadway costs. The project recently appeared on the April 23, 2010 IDOT letting, with the firm of R. W. Dunteman of Addison, IL submitting the low of seven bids at \$2,453,000, about 23% below the final engineer's estimate. With project construction imminent, two Village actions are now required, including allocating funds for the local agency share of construction expenses and to hire an engineering firm for construction oversight. *(Trustee Cooper)*

A. Motion to approve payments to the Illinois Department of Transportation for Local Agency construction costs associated with the Riford Road Improvements Project in the amount of \$1,370,000 (including contingencies) to be expensed to the FY 10 – 11 Water, Sanitary Sewer and Capital Project Funds.

B. Motion to approve an agreement with Civiltech Engineering, Inc. of Itasca, IL for construction phase engineering services associated with the Riford Road Improvements Project in a not-to-exceed amount of \$230,000 (including a 5% contingency), to be expensed to the FY 10-11 Water, Sanitary Sewer and Capital Projects Funds.

9. Ordinance No. 5867-VC, an Ordinance to Amend Section 7-11-28 of the Village Code of the Village of Glen Ellyn, Illinois Regarding Water and Sewer Rates and Charges. *(Trustee Hartweg)*

Assistant Finance Director Larry Noller will present a recommendation to increase the rates charged for monthly water and sewer service by 10% effective with bills issued on June 1, 2010. This rate increase is needed to cover a projected \$360,000 increase in our cost of purchasing water through the DuPage Water Commission. The impact of this rate adjustment to the average Glen Ellyn household using 8,000 gallons of water per month is \$8.00 per month.

10. Reminders:

- The next Regular Village Board Meeting is scheduled for Monday, June 14, 2010 with a Workshop beginning at 7 p.m. and the Regular Board Meeting beginning at 8 p.m., in the Galligan Board Room of the Glen Ellyn Civic Center.

11. Other Business?

12. Adjournment

13. Press Conference

fyi

A-4A

From: Matt Pekarek [mailto:mpekarek@villagelinksgolf.com]
Sent: Monday, May 17, 2010 3:07 PM
To: Patti Underhill; Danamarie Izzo
Cc: Steve Jones
Subject: Fwd: [Village Links] Recreation Commission Resignation

Hello all.

I received the following email from Recreation Commission member Cheryl Conley informing me of her resignation from the Recreation Commission, effective immediately.

Thanks much

--

Matt Pekarek, General Manager
Village Links of Glen Ellyn
485 Winchell Way
Glen Ellyn, Illinois 60137
630-469-8194

On Mon, May 17, 2010 at 10:54 AM, Cheryl Conley
<cactrainer@gmail.com<mailto:cactrainer@gmail.com>> wrote:
Dear Matt,

With regret, I must resign from the Recreation Commission.

My Monday night personal training schedule needs to be changed immediately to Wednesday night because of time availability for two new clients, extended weekend vacations and late night job responsibilities. I was looking forward to studying whether the Village Links food service should be managed internally or given to a private contractor. Good luck in your quest to determine a recommendation to the Village Board. I apologize for the short notice.

Cheryl Conley



A-4B

Glenbard Township High School District 87

Administration Center ▲ 596 Crescent Boulevard ▲ Glen Ellyn, Illinois 60137-4297 ▲ Phone: (630) 469-9100 ▲ Fax: (630) 469-9107

May 4, 2010

Kristen Schrader
Village of Glen Ellyn
535 Duane Street
Glen Ellyn, IL 60137

Dear Ms. Schrader,

Thank you very much for offering the Village's leftover recycling bins to our schools. We appreciate the village thinking of us and supporting our recycling and green efforts.

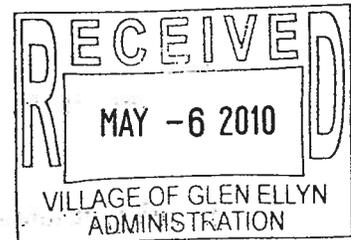
We appreciate the village partnering with the schools on this important environmental initiative. Glenbard District 87 shares the Village's interest in taking every step possible to protect the environment and would be happy to use the recycling bins at Glenbard South and Glenbard West high schools.

We have a shared interest in protecting natural resources, reducing waste and encouraging recycling. Together, we can protect the environment and work toward a sustainable future for our community.

Sincerely,

Michael Meissen, Ph.D.
Superintendent of Schools

Cc: Board of Education
Glen Ellyn Village Board of Trustees



A-4c

Phil,

Thank you so much for donating your time and giving up part of your Saturday.

The Anti-bullying program in District 41 will truly benefit from your participation. Your expertise and credibility →

will make this video much more compelling and, as a result, we hope, change the course of young people!

Thank you, Thank you,

The District 41
Anti Bullying
Committee and
"Be a part of the
Solution" program



A-5A

2009
ARCHITECTURAL DETAILS
AWARD

The Glen Ellyn Historic Preservation Commission
is pleased to present the
Architectural Details Award
to

Tom and Ellen McDonnell

in recognition of their outstanding efforts to restore
a portion of the property at

481 Hawthorne Boulevard
Glen Ellyn, Illinois

in a manner fitting its historic character and
contributing to the preservation of Glen Ellyn history.

Presented this 24th day of May, 2010
by the Glen Ellyn Historic Preservation Commission



2009
RENOVATION OF THE YEAR
AWARD

The Glen Ellyn Historic Preservation Commission
is pleased to present the
Renovation of the Year Award
to

Bob and Terri Gorski

in recognition of outstanding efforts to renovate the
property at

376 N. Park Boulevard
Glen Ellyn, Illinois

in a manner fitting its historic character and
contributing to the preservation of Glen Ellyn history.

Presented this 24th day of May, 2010
by the Glen Ellyn Historic Preservation Commission



2009
RENOVATION OF THE YEAR
AWARD

The Glen Ellyn Historic Preservation Commission
is pleased to present the
Renovation of the Year Award
to

Scott and Michele Metz

in recognition of outstanding efforts to renovate the
property at

415 N. Park Boulevard
Glen Ellyn, Illinois

in a manner fitting its historic character and
contributing to the preservation of Glen Ellyn history.

Presented this 24th day of May, 2010
by the Glen Ellyn Historic Preservation Commission



2009
RESTORATION OF THE YEAR
AWARD

The Glen Ellyn Historic Preservation Commission
is pleased to present the
Restoration of the Year Award
to

Vincent, Cari and Conall Griffin

in recognition of outstanding efforts to restore the
property at

602 Prairie Avenue
Glen Ellyn, Illinois

in a manner fitting its historic character and
contributing to the preservation of Glen Ellyn history.

Presented this 24th day of *May, 2010*
by the Glen Ellyn Historic Preservation Commission



2009
RESTORATION OF THE YEAR
AWARD

The Glen Ellyn Historic Preservation Commission
is pleased to present the
Restoration of the Year Award
to

Todd and Anna Kreissler

in recognition of outstanding efforts to restore the
property at

542 Hillside Avenue
Glen Ellyn, Illinois

in a manner fitting its historic character and
contributing to the preservation of Glen Ellyn history.

Presented this 24th day of *May, 2010*
by the Glen Ellyn Historic Preservation Commission



Certificate of Appreciation

The Glen Ellyn Historic Preservation Commission is pleased to present this Certificate of Appreciation in recognition of commercial restoration to

Senior Living Investment

We thank you for preserving a part of Glen Ellyn's beautiful streetscapes and outstanding architecture.

490 Pennsylvania Avenue

Glen Ellyn, Illinois

Presented this *24th* day of *May, 2010*
by the Glen Ellyn Historic Preservation Commission

A-6A1

Minutes
Regular Village Board Workshop
Glen Ellyn Village Board of Trustees
April 12, 2010

Time of Meeting: 6:31 P.M.

Present: President Pfefferman; Trustees Comerford, Cooper, Ladesic, Thorsell, Henninger; Village Clerk Connors; Attorney Diamond.
Staff present: Village Manager Jones, Schrader, Batek, Minix, Hulseberg, and Holmer. Kvpil at 7:45 p.m.

1. Call to Order

President Pfefferman called the Board Workshop to order at 6:31 P.M. with a roll call. Trustees Comerford, Cooper, Ladesic, Thorsell, Hartweg, and Henninger responded "Here."

2. Public Comments?

None.

3. FY 10/11 Budget Discussion

- a) **Hill Avenue Capital Project:** Village Manager Steve Jones explained the situation regarding the Hill Avenue bridge between Glen Ellyn and Lombard. The bridge crosses the DuPage River and is west of Rt. 355 in Lombard. It is in need of repair. Any participation in the cost of the repair was not budgeted for this fiscal year and any impact for this coming fiscal year would be about \$12,000. It is accounted for in the Capital Projects Fund in the line item for a Legislative Liaison. Village Manager Jones explained that the Village of Lombard asked Glen Ellyn if it would be interested in half ownership and participation in rehabilitation of the bridge. Traffic to and from the industrial area and school buses use the bridge. The school districts have incurred additional transportation costs since weight limits have been imposed on bridge usage. Trucks have had to use Glen Ellyn streets to access the industrial area to avoid using the bridge due to the weight limit. The Village contacted potential frequent users to ask whether they would want to participate in the reconstruction of the bridge. Response so far has been that District 41 is not interested since they use the route infrequently; District 87 has not responded as yet; Glen Oak County Club will not participate since it does not impact them; and there is on-going discussion with the businesses along Hill. In response to questions, Bob Minix stated that the bridge may be beyond its useful life and might have to be rebuilt. Chief Norton explained how various traffic studies are conducted. The Village Board discussed the understanding that the bridge was not in the Village and the Village of Glen Ellyn did not have an obligation to participate. It was agreed that preliminary funds could be added to the coming fiscal year's budget, but specific action could be deferred.

- b) **Contingency Plan:** The Village Board was reminded that the State of Illinois was considering reduction of that portion of the income tax to municipalities from 10% to 7%. This could happen as early as November 2010, but the Village does not know when it would actually happen. The 3% reduction could cost the Village of Glen Ellyn \$630,000. The Village Board will agree: 1) Money will not be spent until the money is available and 2) prioritize as the money becomes available; that is items will be shown in the budget, but that money will not be spent until the money becomes available. This is a plan that allows for flexibility as the fiscal year progresses.
- c) **Glen Ellyn Historical Society Payment:** Jon Batek gave a background regarding the agreement between the Historical Society and the Village. The agreement detailing the annual payment and the 5% interest rate was signed between the parties in 2002. \$57,410 is due as agreed in the original agreement. Of that amount, \$45,868 is in interest. This year's payment from the Historical Society was due in 2009. Staff recommends the 2009 payment should be made under the current agreement until a new agreement is in place. Jan Langford, Executive Director of the Historical Society, responded by asking that the interest rate be tied to the Illinois Funds rate and be reduced to \$21,282. The Finance Commission has been meeting regarding the Historical Society and it is the Historical Society's understanding that they will make a recommendation to the Village Board for FY 10/11. The proposal the Historical Society is making tonight is for the FY 09/10 payment distribution. Attorney Diamond reminded all parties that legally the money should be paid in full immediately and that any adjustment to the 5% interest rate is an amendment to the current agreement. A change in the interest rate would be a modification of the agreement. The Finance Commission is going to present a recommendation to the Village Board regarding the Village's agreement with the Historical Society, hopefully soon. The Village Board discussed the presentations and agreed to collect the FY2009/10 payment and discuss modification of interest after the Finance Commission recommendation is received.
- d) **Special Programs Fund:** President Pfefferman explained that balancing the budget was a priority. Saying that, he read various organization's funding requests from the Village for the coming fiscal year and the amounts that were actually going to be allocated. Most organization's requests were reduced due to the Village's budget constraints and the necessity to balance the budget. The Village Board was in agreement with the amounts as allocated.

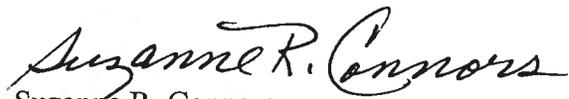
4. Other Items?

None

5. Adjournment

At 7:58 p.m. the meeting was adjourned to the Regular Village Board Meeting in the Galligan Board Room.

Submitted by:

A handwritten signature in cursive script that reads "Suzanne R. Connors". The signature is written in black ink and is positioned above the printed name and title.

Suzanne R. Connors,
Village Clerk

Minutes
Regular Village Board Workshop
Glen Ellyn Village Board of Trustees
April 19, 2010

A-6A₂

Time of Meeting: 7:00 P.M.

Present: President Pfefferman; Trustees Comerford, Cooper, Hartweg, Ladesic, Thorsell, Henninger; Village Clerk Connors.
Staff present: Village Manager Jones, Schrader, Batek, Caracci, Hulseberg, Norton, Minix, Drescher.

1. Call to Order

President Pfefferman called the Board Workshop to order at 7:00 P.M. with a roll call. Trustees Comerford, Cooper, Hartweg, Ladesic, Thorsell, and Henninger responded "Here."

2. Public Comments?

None.

3. April 26, 2010 Village Board Meeting Agenda Review

President Pfefferman announced that, in order to accommodate some members of the public, items may not be taken in order this evening. The first item for discussion will be #8 on the April 26, 2010 Draft Agenda.

8. The owners (Schoenfeld) of the property at 734 N. Main requested a variation to construct a 1-story screened porch addition at the rear of the house. The addition increases the lot coverage ratio. In response to questions, Mrs. Schoenfeld indicated that she did not think there would be a stormwater impact as a result of the addition. The Village Board indicated that they were in favor of allowing the addition 5-1 at this time.

4. Fence Policy Discussion - #5 On Workshop Agenda

Staci Hulseberg presented information regarding a request from the owners of 196 Brandon (at the corner of Greenfield). The owner (Iarrobino) asked to install a fence in the public parkway so the fence does not appear to be located in the middle of the corner-side yard. The sidewalk is about 5' toward the street from the property line instead of the usual 1'. The Public Works Department expressed concern regarding future work that might need to be done where the fence would be in the way. Staff recommends that the fence follow the existing fence guidelines. Ms. Iarrobino explained that she did not realize the impact of the fencing regulations when she bought the house. She intended to build a gate across the driveway. The Village Board discussed options available in light

of possible utility placements. It was agreed to consult Village Attorney Diamond as to what type of agreement might be available that would include indemnification, insurance, etc. that indicate the rights for both parties. The Village Board would then like to see some examples of such agreements, if they would be available, by next month.

5. April 26, 2010 Village Board Meeting Agenda Review - #3 on Workshop Agenda

6. Village Manager Jones reviewed some items on the Consent Agenda which were primarily administrative in nature.

6J. Public Works Director Joe Caracci reported that the bid for tree removal came in less than expected and that the tree pruning for FY2009/10 came in under budget (about \$50,000 will be returned to the General Fund). Mr. Caracci mentioned several contracts that came in under budget for FY 2009/10. In response to questions, the Public Works Department has not investigated combining services such as mowing other Village governmental entities. Public Works does do much of the landscaping work in-house because of staff reductions. An analysis was done 2 years ago and the cost was found to be about the same so a decision was made to hire outside contractors. Mr. Caracci explained the difference between the bidding and the proposal processes used by Public Works.

6R. Chief Norton contacted 37 municipalities and Glen Ellyn parking violation fees are below most others. The fees are not designed to discourage shoppers, but to encourage merchants, their employees, and commuters to park in appropriate places so there is ample parking for shoppers. Chief Norton recalled that on-street parking limits were extended a few years ago and that the Village has a mediation officer who can make fee adjustments as needed. The department's enforcement officer is able to identify many vehicles who are daily/weekly offenders.

Staff members answered questions from the Village Board concerning various items including a of Civiltech's poor performance when dealing with a resident.

1. The FY2010/11 Village Budget is ready for Village Board approval. President Pfefferman reminded everyone that the Village Board agreed to prioritize items in the order that they should be restored. The Village Board decided at their last meeting that they would wait and see what happens as the fiscal year progresses. Items will be restored as money becomes available. The Village Board wants to send a positive message to the community. All contracts can be cancelled, reduced or modified. Discussions between Public Works, the Village Links and the Village Board can be brought up-to-date.

9. Chief Norton explained two ordinance changes to the Village Code. One ordinance would allow the Village to adjudicate specific violations of the Village Code. A hearing officer would hold hearings to listen to the public's statements/challenges to violations to the Village Code. The hearing officer could make a judgment and a recommendation to the Village as to possible changes concerning the violation. The second ordinance - the seizure of private property - concerns civil not criminal violations. In both ordinances, it is meant to be more convenient for the individual since hearings will be held in the evening. It is better for the Village since the Village keeps the entire fine. The Village tow lot would be to the Haggeraty lot. Staff had addressed questions at a previous meeting and recommends approval of the two changes to the Village Code.

Chief Norton answered questions regarding BASSET training and volunteers serving alcohol. Volunteers who serve alcohol at functions such as Couples Night Out are expected to undergo training and will be issued armbands that indicate they are allowed to serve alcohol.

10. Village Professional Engineer Bob Minix presented a final change order for 2009 Street Improvements Project which involved 1 ¼ miles of streets. Funds were allocated from Water, Sanitary Sewer and Capital Project Funds. The total amount of increases are: \$478,054 for John Neri Construction bringing the final total to \$2,857,334 and \$51,147 for Civiltech Engineering for a total of \$316,147. Mr. Minix explained that, although 2008 projects were under budget, the cost of the 2009 project was approximately 20% over budget. This was due primarily to additional curb and gutter; driveways; and triple the number of sidewalk squares replaced. Sod and sidewalk work often run more than anticipated, but usually there is money in the project to pay the additional cost. On this project, it was not the case. The decision was made in the field to perform the extra work with the understanding that the Village would not revisit the area for another 20 years. The Village Board expressed their dissatisfaction with Civiltech's performance on this project. Civiltech's decisions were questioned as were everyone's communications with the Village. Mr. Minix apologized for the lack of communication and assured the Board that Civiltech has performed to the Village's satisfaction in the past. The Village Board expressed a desire to learn about the increase in cost prior to this time.

6. Emerald Ash Borer Management Plan - #4 on Workshop Agenda

Village Forester Peggy Drescher presented details of the proposed Emerald Ash Borer Management Plan which was revised and approved by the Environmental Commission in September 2009. There are about 1900 ash trees in the Village at this time. Ms. Drescher contacted several municipalities to inquire about how they were dealing with the Emerald Ash Borer problem. Some are clear cutting whole areas while some are

doing nothing at all. Ms. Drescher is keeping a detailed list of the condition of the ash trees in Glen Ellyn. Those that are too close together or in poor form will be marked for removal. Ash trees do not like shade and should be planted at least 40' apart. Those trees with 30% woodpecker damage or that are 50% dead cannot be saved and should be removed; other trees may be able to resist the Emerald Ash Borer for a time if properly treated. Her suggestion is to remove 25 trees per year and treat 200 trees per year. Every resident that has an ash tree in their parkway will receive a letter notifying them that their tree will be evaluated. If the tree will be removed, it will be marked with a red "x." If a resident wants to fund treatment, they may do so by contacting Public Works for information. A cost share program might be possible, but is not available at this time. No EAB Management Plan ordinance is in place at this time. The Village Board asked that an ordinance to adopt the EAB Management Plan be ready for consideration at the first Village Board meeting in May.

7. Other Items? - #6 on Workshop Agenda

Arbor Day celebration with the Boy Scouts at Summerdale Roundabout at 9 a.m. on Saturday, April 24, 2010. All are invited.

Village Manager Jones announced that the space shuttle is scheduled to fly close to or over Glen Ellyn at 6:15 a.m. tomorrow morning. It may be fiery and there may be a sonic boom.

Trustee Cooper reminded the Village Board that the Recreation Commission will meet on Wednesday, April 21, at 7:30 p.m. and asked for a sense of the Board regarding decreasing revenue and the use of the facilities including the restaurant. The Recreation Commission is exploring using private contractors for the use of the restaurant and some of the other facilities. The Village Board agreed that he was conveying the correct feelings that they wish to preserve this Village asset. It was expressed that the Recreation Commission should go forward and make a recommendation to which the Village Board could react.

8. Adjournment - #7 on Workshop Agenda

At 10:10 p.m. Trustee Comerford moved and Trustee Henninger seconded a motion to adjourn to Executive Session for purposes of discussing threatened or pending litigation, and the review and approval of Executive Session minutes, adjourning thereafter without returning to open session.

Submitted by:



Suzanne R. Connors,
Village Clerk

Minutes
Regular Village Board Workshop
Glen Ellyn Village Board of Trustees
April 26, 2010

A-6A₃

Time of Meeting: 7:00 P.M.

Present: President Pfefferman; Trustees Cooper, Hartweg, Ladesic, Thorsell, Henninger; Village Clerk Connors; Attorney Diamond arrived at 7:10 p.m. Trustee Comerford was excused.
Staff present: Village Manager Jones, Schrader, Batek, Caracci, Hulseberg, Norton, and Stegall. Drescher arrived at 7:55 p.m.

1. Call to Order

President Pfefferman called the Board Workshop to order at 7:00 P.M. with a roll call. Trustees Cooper, Ladesic, Thorsell, Hartweg, and Henninger responded "Here." Trustee Comerford was excused.

2. Public Comments?

Mr. DeMarco, 659 Riford, Glen Ellyn, spoke regarding the Village's repeat inspections and the required fees related to the Village's clear water ordinance. Public Works Director Caracci explained the requirements.

3. Downtown Strategic Plan Discussion

Village Manager Steve Jones reported on the downtown strategic plan and on the results of the survey he took of the Village Board. He began by giving a background of the process so far which was to ask each Village Board member to rank the items they felt were most important to them using five votes each. They could use their five votes to vote for five different items or, if they felt strongly about an item, cast more than one vote for that item. The votes would then be totaled to determine the direction the Village Board wished to take regarding downtown development. Four items received 3 or more votes. They were:

- Create a downtown organization
- Develop a RFQ for a traffic plan
- Branding the downtown
- Market a plan to develop Glen Ellyn

Funding has been set aside for some of the items identified as a result of the survey. None of the priority items are dependent on one another; each item can be worked on independently. Planning and Development Director Staci Hulseberg explained her understanding of branding and gave examples. Discussion followed about interim

steps and overall marketing, first for the downtown and perhaps beyond that area at a later time. There was a general consensus regarding the creation of the downtown organization and coordinating it with other associations to participate in choosing a consultant and developing a brand. Ms. Hulseberg confirmed that Village Board direction was to form a new organization incorporating other downtown groups; locating a creative, low cost branding consultant; and working on a recommendation for a downtown signage plan for presentation to the Village Board. She reported that by September 1, the Village Board should see a preliminary recommendation for the new organization. Before the Glen Ellyn Alliance disbands on December 31, 2010, they should have completed their job description for an executive director for the new organization. President Pfefferman reminded everyone that their enthusiasm is appreciated, but the Village Board had not committed to hiring a director for the new organization.

4. Further Meeting Enhancements

Deferred to another Workshop Meeting

5. Core Services Project Discussion

Deferred to another Workshop Meeting

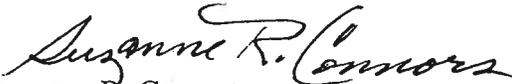
6. Other Items?

None

7. Adjournment

At 7:59 p.m. the meeting was adjourned to the Regular Village Board Meeting in the Galligan Board Room.

Submitted by:


Suzanne R. Connors,
Village Clerk

Revised 5/18/10

A-6A₄

**Minutes
Regular Meeting
Glen Ellyn Village Board of Trustees
April 26, 2010**

Call to Order

Village President Pfefferman called the meeting to order at 8:03 p.m.

Roll Call

Upon roll call by Village Clerk Connors, Village President Pfefferman and Trustees Cooper, Henninger, Hartweg, Ladesic and Thorsell answered, "Present." Trustee Comerford was excused.

Pledge of Allegiance

The Pledge of Allegiance was led by Co-Presidents of the One Voice Choir who shared information regarding their interfaith teen outreach choral group.

Village Recognition

- a. Letter from a representative of the Glen Ellyn P.E.O. (Philanthropic Educational Organization), forwarding their thanks to Planning and Development Director Staci Hulseberg for her presentation on future plans for Glen Ellyn.
- b. Letter of thanks from a grateful resident to Police Officers Paul Baird and Kyle Duffie.
- c. The Village Board accepted resignations from the following Commissioners and thanked them for their years of service to the Village:

Michael Harrington
Erik Nielsen

Police Pension Board
Building Board of Appeals

Audience Participation

- a. Union Pacific Railroad representatives, Director of Public Affairs Tom Zapler and Chicago General Superintendent David Giandinoto gave a presentation and answered questions from residents in the audience. The following residents spoke against Union Pacific allowing trains to idle/park for hours behind the houses located between Lombard and Park Boulevard: Sue Connors, 435 N. Park; Mary Ozog, 485 Montclair; Mr. and Mrs. Akamatsu, 443 Carleton; Gina Meyers, 477 Montclair; Terry Baum, 741 Forest; Jeff Clampett, 813 Ellynwood; Tom Takowski, 774 Willis; and Boy Scout Grant Colliander. Questions included environmental concerns from diesel fumes;

debris; addition of a 4th track; fuel changes; and sound barrier installation. Mr. Zapler gave his e-mail address for the public to contact him with questions or concerns. It is tomzapler@up.com.

- b. President Pfefferman presented a proclamation to Village Forester Peggy Drescher declaring Friday, April 30 as Arbor Day in Glen Ellyn. It was celebrated with the Boy Scouts who helped plant a tree at the Summerdale Roundabout.
- c. President Pfefferman also presented a proclamation to members of the Three Fires Council of the Boy Scouts of America recognizing their 100 years of value-based commitment to the youth of our country.
- d. President Pfefferman presented a proclamation to Mr. Johansen, 62 Highview, designating Thursday, May 13, as RED Day in Glen Ellyn, a community service day to Renew, Energize and Donate.

Consent Agenda

Village Manager Jones presented the Consent Agenda; Village President Pfefferman called for questions and/or discussion on the items on the Consent Agenda.

Trustee Hartweg moved and Trustee Cooper seconded the motion that the following items included on the Consent Agenda be approved:

- a. **Minutes** of the following Village Board Meetings:
 - Workshop Meeting
January 18, 2010
April 12, 2010
 - Special Board Meeting
January 18, 2010
 - Regular Meeting
April 12, 2010
- b. **Total Expenditures** (Payroll and Vouchers) - \$1,039,881.92.
The vouchers were reviewed by Trustee Hartweg prior to the meeting.
- c. **Executive Session Minutes** which are not ready to be released:

02-14-00	08-22-05	04-30-07	04-28-08	11-10-08
03-13-00	10-10-05 ^(Sec 2)	05-07-07	07-28-08	11-24-08
07-24-00	10-24-05	06-25-07 ^(Sec 1,4,5)	08-11-08	12-15-08
02-28-05	04-10-06	11-05-07	08-18-08	02-23-09
03-28-05	09-18-06	12-20-07	09-22-08	04-27-09
08-15-05	10-23-06	03-24-08	10-27-08	05-11-09
05-18-09	07-27-09	10-26-09	02-12-07	02-15-10

05-26-09(2)	08-10-09	11-09-09	12-07-09	02-22-10
06-08-09	08-17-09	11-16-09	12-14-09	03-08-10
06-15-09	08-24-09	11-23-09(1)	01-11-10	03-22-10
06-22-09	09-14-09	11-23-09(2)	01-25-10	
07-13-09	10-19-09	03-26-07	02-08-10	

- d. Recommendation of Village President Pfefferman that William Housey be **appointed to the Police Pension Board** for a term ending April 30, 2012.
- e. Waive Sections 8-1-12 (Merchandise on Public Ways) and 4-5-9 (Special Event Signs) and Chapter 3-23 (Peddlers) of the Village Code for the Glen Ellyn Chamber of Commerce seasonal **Farmers' Market**. The Farmers' Market will be held on the south end of the Main Street parking lot from 8:00 a.m. to 1:00 p.m. each Friday from May 28 through October 29, 2010.
- f. Waive Chapter 3-23 (Peddlers), Section 8-1-11 (Street Obstructions), and Section 8-1-12 (Merchandise on Public Ways) of the Village Code and approve the issuance of a temporary, Class E liquor license for the service of beer and wine in the Village's Main Street parking lot for the annual Chamber of Commerce **Taste of Glen Ellyn** event scheduled for Thursday, May 20 through Saturday, May 22, 2010.
- g. Waive Section 6-3-2 (Dangerous Animals), Section 6-3-8 (Prohibited Animals), and Section 8-1-11 (Street Obstructions) of the Village Code in order to allow the **Glenbard West Boosters Club** to host the event, Cow Chip Bingo, on Sunday, May 23, 2010 between the hours of 12:00 p.m. and 3:00 p.m. at Glenbard West Memorial Field.
- h. Waive Section 10-4-17.1.B.32 (Promotional Events) of the Glen Ellyn Zoning Code in order to allow entertainment in the form of live musicians at 476 N. Main Street, 530 Duane Street, and 560 Crescent Boulevard on Friday, April 30, 2010 between 6:00 p.m. and 10:00 p.m. for the Downtown Glen Ellyn Alliance's **Couples Night Out** event.
- i. Waive competitive bidding and approve the **purchase of two OMEGA vent security shrouds** from ARC Corporation of Billings, Montana in the not-to-exceed amount of \$12,000, to be expensed to the FY 09-10 Water Fund.
- j. Award of a contract with Steve Piper & Sons of Naperville, Illinois for the **annual tree removal program** for a three-year span of 2010-2013, to be expensed to the corresponding fiscal year General Fund at the following yearly costs: FY10-11, \$85,000; FY11-12, \$87,000; and FY12-13, \$89,000, for a total three-year cost of \$261,000.
- k. Award of a contract with Steve Piper & Sons of Naperville, Illinois for the **annual tree pruning program** for a three-year span of 2010-2013, to be expensed to the

corresponding fiscal year General Fund at the following yearly costs: FY10-11, \$34,500; FY11-12, \$64,500; and FY12-13, \$75,000, for a total three-year cost of \$174,000.

- l. Award of a contract for **2010-2011 Forestry Consulting Services** to Osage Consulting of Oak Park, Illinois in the not-to-exceed amount of \$15,000, to be expensed to the FY 10-11 Public Works – Operations (General Fund).
- m. Second year of a three-year contract with Earthcare, Inc. of West Chicago, Illinois for the **2010 Landscape Maintenance contract** in the not-to-exceed amount of \$71,000 (including a 10-percent contingency), to be expensed to the FY 10-11 General, Water, Special Programs, Parking, and Fire Company Funds.
- n. Waive competitive bidding and approve award of a contract for the **2010-2011 Concrete Saw-Cutting Program** to Elite Concrete of Sugar Grove, Illinois in the not-to-exceed amount of \$20,000, to be expensed to the FY 10-11 Water and Sanitary Sewer Fund.
- o. Waive competitive bidding and approve award of a contract for the **2010-2011 Material Hauling/Gravel Delivery Contract** to Marcott Enterprises, Inc., of Addison, Illinois in the not-to-exceed amount of \$42,500 (including a 10-percent contingency), to be expensed to the FY 10-11 Water and Sanitary Sewer Fund.
- p. Waive competitive bidding and award a contract to Superior Road Striping of Melrose Park, Illinois (through the Suburban Purchasing Cooperative) in the not-to-exceed amount of \$45,000 for the contemplated **pavement marking** work for FY 10-11 Maintenance/Street Painting.
- q. Expenses involved in moving forward with the mediation process for the **Park/Glen Ellyn Place/Prairie Improvement Project** in the not-to-exceed amount of \$15,000, to be expensed to the FY 10-11 Capital Fund, Water and Sewer Funds, accordingly.
- r. Amend certain sections of Chapters 2 and 3 of Title 9 of the Village Code of the Village of Glen Ellyn regarding **parking violation fee structure and penalty**.
- s. Waive Chapter 3-23 (Peddlers), Section 8-1-11 (Street Obstructions), and Section 8-1-12 (Merchandise on Street) of the Village Code to allow the Glen Ellyn Jaycees to set up and operate their annual **Village Fair** in the Village's Crescent Boulevard parking lot located west of Main Street from Wednesday, May 19, 2010 through Sunday, May 23, 2010 in concert with the Glen Ellyn Chamber of Commerce Taste of Glen Ellyn event.
- t. Waive Section 10-4-17.1(B)32 (Promotional Events) of the Glen Ellyn Zoning Code and Section 3-19-29 (Location Restrictions) of the Glen Ellyn Village Code

to allow Bells and Whistles Snackery to host the **2010 Madonnari Off Main** event in the Central Business District on Saturday, June 5, 2010.

Upon roll call on the Consent Agenda, Trustees Hartweg, Cooper, Henninger, Ladesic and Thorsell voted "Aye". Motion carried.

Ordinance No. 5857 – Adoption of Village Budget for 2010-11 Annual Budget for the Village of Glen Ellyn

Finance Director Jon Batek presented information on the proposed Village budget for Fiscal Year 2010-11. The expenditure budget consists of a total of 14 individual funds, each having a specific purpose, totaling \$42.2 million in aggregate. In comparison to last year's Fiscal Year 2009-10 net budget of \$43.9 million, this represents a decrease of \$1.6 million or 3.6%. A public hearing on the proposed 2010-11 Village budget was held on Monday, April 12, 2010. Final copies of the adopted budget will be available for public review at the Civic Center, Glen Ellyn Public Library, and soon to be online at www.glenellyn.org.

Trustee Henninger moved and Trustee Thorsell seconded the motion that Ordinance No. 5857 be passed, an Ordinance Adopting the Annual Village of Glen Ellyn Expenditure Budget in the Net Amount of \$42.2 Million for Fiscal Year 2010-11 Beginning May 1, 2010 and Ending April 30, 2011.

Upon roll call, Trustees Henninger, Thorsell, Cooper and Hartweg voted "Aye." Trustee Ladesic voted "Nay." Motion carried.

Ordinance No. 5858 – 734 Main Street – Zoning Code Variation

Planning and Development Director Staci Hulseberg presented information on a request by John and Martha Schoenfeld for a variation from the Glen Ellyn Zoning Code to allow the construction of a one-story screened porch addition to the rear of the existing two-story house that exceeds the maximum permitted lot coverage ratio.

Trustee Ladesic moved and Trustee Hartweg seconded the motion that Ordinance No. 5858 be passed, an Ordinance Approving a Variation of the Zoning Code to Allow a Screened Porch Addition to the Residence at 734 Main Street.

Upon roll call, Trustees Ladesic, Hartweg, Cooper and Henninger voted "Aye." Trustee Thorsell voted "Nay." Motion carried.

Ordinance No. 5859-VC – Establishes Code Hearing Department

Police Chief Phil Norton presented information on an ordinance that establishes a code hearing department and a system of local adjudication for specified violations of Village Code.

Trustee Ladesic moved and Trustee Cooper seconded the motion that Ordinance No. 5859-VC be passed, an Ordinance to Add to Title 1, "Administrative," a New Chapter 12 of the Village Code Regarding an Administrative Ordinance Hearing Department.

Upon roll call, Trustees Ladesic, Cooper, Hartweg, Henninger and Thorsell voted "Aye." Motion carried.

Ordinance No. 5860-VC – Establishes Traffic Code – Vehicle Seizure and Impoundment

Police Chief Phil Norton presented information on an ordinance that establishes the acts that subject a motor vehicle to seizure and impoundment, the procedures for seizure and impoundment, and the release of motor vehicles.

Trustee Ladesic moved and Trustee Henninger seconded the motion that Ordinance No. 5860-VC be passed, an Ordinance to Add Title 9, "Traffic Code," a New Chapter 6 of the Village Code Regarding Vehicle Seizure and Impoundment.

Upon roll call, Trustees Ladesic, Henninger, Cooper, Hartweg and Thorsell voted "Aye." Motion carried.

2009 Street Improvements Project – Final Change Order

Professional Engineer Bob Minix presented information on the first and final change order for the 2009 Street Improvements Project. The project involved roadway work on 11 different street segments in two distinct areas of the Village, with a total of nearly two miles of roadway rehabilitation undertaken in the project.

All aspects of the project have been completed and the Village has come to final agreement on quantities with the contractor. On April 27, 2009, the Village Board approved a construction contract with John Neri Construction Company in the amount of \$2,379,280 with appropriations from the Water, Sanitary Sewer, and Capital Project Funds totaling \$2,500,000 (including a 5-percent contingency). Change Order No. 1 requests an increase of \$478,054 to the contract, and would serve as a final change order that includes items associated with all outstanding force account (time and material) items, additional unit price items deemed necessary during construction, and balancing of contract items. The modified contract cost of \$2,857,334 is 20 percent over the original bid award amount of \$2,379,280.

On April 27, 2009, the Village Board approved an engineering services agreement with Civiltech Engineering in the amount of \$265,000 with appropriations from the Water, Sanitary Sewer, and Capital Project Funds totaling \$280,000 (including a 5-percent contingency). Amendment No. 1 requests an increase of \$51,147 to the agreement, and would permit contract closeout. The modified contract cost of \$316,147 is 19 percent over the original bid award amount of \$265,000.

Trustee Thorsell moved and Trustee Hartweg seconded the motion that the following actions be approved:

- a. Increase the appropriation for construction of the 2009 Street Improvements Project by John Neri Construction Company in the amount of \$357,334, for a revised total appropriation of \$2,857,334, to be expensed to the FY 09-10 Water, Sanitary and Capital Project Funds;
- b. **Resolution No. 10-07**, a Resolution Concerning the Determination of the Village Board that Change Order No. 1 (FINAL) with John Neri Construction Company, for an Increase in the Contract Price of \$478,054 is Required for the 2009 Street Improvements Project, for a Revised Contract Cost of \$2,857,334;
- c. Increase the appropriation for construction engineering services associated with the 2009 Street Improvements Project provided by Civiltech Engineering, Inc. by \$36,147, for a revised total appropriation of \$316,147, to be expensed to the FY 09-10 Capital Projects, Sanitary Sewer and Water Funds; and
- d. Approve Amendment No. 1 to the construction engineering services agreement with Civiltech Engineering, Inc. for additional construction engineering services for the 2009 Street Improvements Project, in the amount of \$51,147, for a final contract amount of \$316,147.

Upon roll call, Trustees Thorsell, Hartweg, Cooper, Henninger and Ladesic voted "Aye." Motion carried.

Reminders

- The next Regular Village Board Meeting is scheduled for Monday, May 10, 2010 with a Workshop beginning at 7 p.m. and the Regular Board Meeting beginning at 8 p.m. in the Galligan Board Room of the Glen Ellyn Civic Center.

Other Business

None

Adjournment

At 10:10 p.m., Trustee Cooper moved and Trustee Henninger seconded the motion to recess to executive session in Room 301 to discuss threatened or pending litigation and the review and approval of Executive Session minutes without returning to regular session. All Trustees present voted "Aye." Motion carried.

Respectfully Submitted,

Suzanne R. Connors
Village Clerk

**Minutes
Regular Village Board Workshop
Glen Ellyn Village Board of Trustees
May 10, 2010**

Time of Meeting: 7:00 P.M.

Present: President Pfefferman; Trustees Cooper, Comerford, Hartweg, Ladesic, Thorsell, Henninger; Village Clerk Connors; Village Attorney Diamond.
Staff present: Village Manager Jones, Schrader, Batek, Caracci, Hulseberg, Norton, Pekarek and Kolze.

1. Call to Order

President Pfefferman called the Board Workshop to order at 7:00 P.M. with a roll call. Trustees Comerford, Cooper, Ladesic, Thorsell, Hartweg, and Henninger responded "Here."

2. Public Comments?

There were no public comments.

3. Continued Discussion of 196 Brandon Avenue Fence in Right-of-Way/

Planning and Development Director Hulseberg continued the discussion on the request of the homeowners at 196 Brandon Avenue to place a fence in the right-of-way. Included in the presentation was information on related fees (\$1,200 total), and the Village Board's options for the request (license agreement, vacation of property or prohibition of request). The Village Board was reminded that the front yard on Brandon was the shorter of the two. The difference between the existing lot line and what was being requested was approximately five feet. The property owners spoke asking for permission to erect the fence in the right-of-way since they had small children and pets and did not realize at the time they purchased the home that this would be a problem. The Village Board discussed the pros and cons of the request including sight lines and inquired about a compromise if the entire plan were not approved as requested. The owners were in agreement to a compromise plan of some sort which could possibly include reinstalling a back door and/or changing the height of the fence at the corner. Attorney Diamond will draft an agreement between the Village and the property owners for review by the Village Board.

4. Economies of Scale

At the March 1, 2010 budget workshop, the Village Board asked some of the Village's personnel to meet and investigate the possibility that Village purchases could be centralized. Recreation Director Pekarek presented the findings from those meetings.

He gave an in-depth analysis of similar purchases made by each department. About 55% of purchases are made from a centralized area for items such as telecommunications, banking services, and signs where the Village already uses the same vendor for all departments. The second largest centralized area is 35% for expenditures for personnel expenses. 1.3% of expenditures for items such as office supplies, printing and postage is not centralized. The 8% balance is almost always items used by all departments at one time or another, but are unique. Because they are unique, such as uniforms and disposal costs, centralization is not always possible. Outside printing and copy paper are items where all departments might benefit from using the same vendor. The requirements for trees purchased by Recreation are different than those purchased by Public Works. Public Works needs specific species that survive near roads and conform to height restrictions. Fuel for Public Works and Recreation is purchased from Bell Fuel, but the Village cannot sell it to other governmental bodies. An attempt is being made to obtain a reduced price for Recreation. Kristen Schrader will be contacting the Library and the Park District to attempt to determine if any areas exist to share vendors and obtain reduced costs. Mr. Pekarek summarized his report by listing various additional products and services, such as credit card services, used by various departments that may benefit from centralizing the purchase.

5. Further Meeting Enhancements

Deferred to another Workshop Meeting

6. Core Services Project Discussion

Deferred to another Workshop Meeting

7. Other Items?

None

8. Adjournment

At 7:58 p.m. the meeting was adjourned to the Regular Village Board Meeting in the Galligan Board Room.

Submitted by:

Suzanne R. Connors,
Village Clerk

A-6A₆

**Minutes
Regular Meeting
Glen Ellyn Village Board of Trustees
May 10, 2010**

Call to Order

Village President Pfefferman called the meeting to order at 8:03 p.m.

Roll Call

Upon roll call by Village Clerk Connors, Village President Pfefferman and Trustees Comerford, Cooper, Hartweg, Henninger, Ladesic and Thorsell answered, "Present."

Pledge of Allegiance

The Pledge of Allegiance was led by Dawn Bussey, President of the Glen Ellyn Rotary Club.

Village Recognition

- a. The Village Board and Management Team congratulated the following employees who recently celebrated an anniversary as a Village employee:

Marcia Bertsch	Public Works	Twenty Years
Henry Altott	Glenbard Wastewater Authority	Ten Years
Michael Atkins	Recreation Department	Five Years

- b. The Village Board accepted the resignation of Scott Power from the Recreation Commission and thanked him for his years of service to the Village.

Audience Participation

- a. President Pfefferman presented a proclamation to Ron Leonard for his distinguished service to the Glen Ellyn Volunteer Fire Company for over 50 years.
- b. President Pfefferman presented a proclamation to Public Works Utilities Inspector Bill Miller declaring the week of May 16-22 as National Public Works Week in Glen Ellyn.
- c. President Pfefferman presented a proclamation to Glen Ellyn Rotary Club President Dawn Bussey declaring June 1 as Rotary Day in Glen Ellyn.
- d. President Pfefferman read a proclamation recognizing May as National Historic Preservation Month. Kristen Schrader accepted the proclamation.

- e. President Pfefferman presented the Spirit of Glen Ellyn Award to members of the Glen Ellyn Police Department who responded to the Royal Glen condominium fire that occurred on October 20, 2009. The Police Department members include Sergeant Joe Baki, and Police Officers Dave Gill, Ray Munch, Joe Nemchock, and Brent Pacyga.
- f. Village Attorney Diamond announced that during the audience participation portion of the agenda for the Regular May 24, 2010 Village Board Meeting there will be a discussion about the use of single-family homes as vacation rentals. Neighbors brought such a situation to the Village Board's attention. The public is welcome to attend or anyone with an interest may write to the Village President or Village Manager about this issue. At the moment there are no rental limitations on the amount of time a property can be rented.

Consent Agenda

Village Manager Jones presented the Consent Agenda; Village President Pfefferman called for questions and/or discussion on the items on the Consent Agenda.

Trustee Henninger moved and Trustee Thorsell seconded the motion that the following items included on the Consent Agenda be approved:

- a. **Total Expenditures** (Payroll and Vouchers) - \$1,639,066.03.
The vouchers were reviewed by Trustee Henninger prior to the meeting.
- b. Recommendation of Village President Pfefferman that **William F. Schumann be appointed to the Recreation Commission** for a term ending December 31, 2011.
- c. Waive Section 4-5-7(G) (Portable Signs) of the Village Code and Sections 3-19-11(B) and 3-19-11(C) of the Liquor Control Code and to approve the Glen Ellyn Lion's Club request to host the 41st annual **Festival of the Arts** event on Saturday, August 28 and Sunday, August 29, 2010 at the Lake Ellyn Boathouse.
- d. **Ordinance No. 5861-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 of Glen Ellyn, Illinois, to Increase the Number of Permitted Class A-2 Liquor Licenses.
- e. **Ordinance No. 5862-VC**, an Ordinance to Amend Title 2 Section 2-1-4 (Reemployment of Police Officers) of the Village Code of the Village of Glen Ellyn, Illinois Regarding **Reemployment of Police Officers**.
- f. **Resolution No. 10-08**, a Resolution Adopting the **Emerald Ash Borer Management Plan**.
- g. **Resolution No. 10-09**, a Resolution Concerning the Determination of the Village Board that Change Order No. 1 (FINAL) with Insituform Technologies USA, for

an Increase in the Contract Price of \$39,540 is Required for the **2007 Sewer Lining Improvements Project**, for a Revised and Final Contract Cost of \$486,580.

- h. **Resolution No. 10-10**, a Resolution Concerning the Determination of the Village Board that Change Order No. 1 (FINAL) with Arrow Road Construction Company, for a Decrease in the Contract Price of \$29,495 is Required for the **Glenwood-Crescent Parking Lot Resurfacing Project**, for a Revised and Final Contract Cost of \$86,945.
- i. Three-year contract with Excelon Energy for **street light power** in the amount of \$0.0343 per kilowatt hour (kWh), to be expensed to the Motor Fuel Tax (MFT) Fund. The Village is responsible for the street lights. ComEd will be converting to a variable rate contract would cost the Village money. By joining NIMEC, the contract with them will obtain a better rate than what the Village now has. This is a three year contract.
- j. As part of the ongoing **College of DuPage (COD) improvements program**, new sidewalk and traffic signals were constructed on Lambert Road. These items are either partially or totally outside the public right-of-way of Lambert Road, but whose operation and long-term maintenance responsibilities logically lie with the Village. Easements have been granted by COD for sidewalk on the west side of Lambert Road between College Road and Fawell Boulevard and the new traffic signals at Lambert Road and Tallgrass Road to define the purpose, configuration, use, conditions and restoration requirements associated with each facility and its accompanying easement.
 - 1. **Ordinance No. 5863**, an Ordinance Approving a Public Sidewalk Easement Agreement between the College of DuPage and the Village of Glen Ellyn on the West Side of Lambert Road between College Road and Fawell Boulevard.
 - 2. **Ordinance No. 5864**, an Ordinance Approving a Traffic Signal Easement Agreement between the College of DuPage and the Village of Glen Ellyn at Lambert Road and Tallgrass Road.
- k. License agreement to allow tables and chairs in the public right-of-way for **Vitorio's Ristorante** at 504 Crescent Boulevard.
- l. **Resolution No. 10-11**, a Resolution Accepting Public Improvements and a Bill of Sale for Phase II of the **Maryknoll Townhomes Development** Located at the Southeast Corner of Pershing Avenue and Roosevelt Road.

Police Chief Phil Norton presented information concerning item e. on the above Consent Agenda, explaining that it amends the Village Code to allow Police Department officers who had left Village employ to be reemployed. The officers have to have left in good standing and the Village has to want them back to avoid

the hiring process. This process matches the State statute. There is an officer waiting to return upon passage of this ordinance. The Fire and Police Commission agrees to the conditions as stated.

Public Works Director Joe Caracci presented information regarding street lights. The Village is responsible for maintaining over 750 street lights in the Village. ComEd encourages customers such as the Village to purchase their power from other sources. The latest category to be converted is the medium size street light account. The current fixed rate price of about \$.03.3 per kilowatt per hour and converts all municipalities over to a variable rate which will cost the Village more money – about a 15% increase. In 2006, the Village Board approved a Resolution that allowed the Village to participate in a group called NIMEC (Northern Illinois Municipal Electrical Cooperative) to broker the Village's power. Participation with the other 180 municipalities in NIMEC will obtain a better rate for the Village. A three year contract has been signed by the Village Manager and is being presented for Village Board ratification.

Upon roll call on the Consent Agenda, Trustees Henninger, Thorsell, Comerford, Cooper, Hartweg, and Ladesic voted "Aye". Motion carried.

Ordinance No. 5865 – 479-483 Roosevelt Road – Sign Variation and Exterior Appearance

Planning and Development Director Staci Hulseberg presented information on the requests of Wayne and Angela Rohalla, owners of property located at 479-483 Roosevelt Road, for approval of sign variations and exterior appearance associated with proposed exterior remodeling of the existing building on the property and related site improvements.

Trustee Comerford moved and Trustee Hartweg seconded the motion that Ordinance No. 5865 be passed, an Ordinance Granting Approval of Sign Variations and the Exterior Appearance for Property Commonly Known as 479-483 Roosevelt Road.

Upon roll call, Trustees Comerford, Hartweg, Cooper, Henninger, Ladesic and Thorsell voted "Aye." Motion carried.

Reminders

- The next Regular Village Board Workshop meeting of the Glen Ellyn Village Board is scheduled for Monday, May 17, 2010 beginning at 6:30 p.m. in the Galligan Board Room of the Glen Ellyn Civic Center. At 7:30 p.m. will be the presentation of the recommendations of the Transitional Downtown Advisory Committee.
- The next Regular Village Board Meeting is scheduled for Monday, May 24, 2010 with a Workshop beginning at 7 p.m. and the Regular Board Meeting beginning at 8 p.m. in the Galligan Board Room of the Glen Ellyn Civic Center.

Other Business

A Public Meeting and Open House is being held by the DuPage River Salt Creek Work Group at on the 3rd floor of the Glen Ellyn Civic Center on May 19, 2010. Check the Village's E-Blast for the exact time on the evening of May 19.

Glen Ellyn Bookstore is celebrating their 50th anniversary. In order to help literacy, they are promoting a read-a-thon June 18-20. They asked if the Village Board would be interested in joining as a team to commit to reading a total of 50 hours that weekend. If you are interested, contact Trustee Comerford. Supports the Glen Ellyn Children's Resource Center.

Adjournment

At 9:06 p.m., Trustee Cooper moved and Trustee Comerford seconded the motion to recess to executive session in Room 301 to discuss threatened, probable or imminent litigation and the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body without returning to regular session. All Trustees present voted "Aye." Motion carried.

Respectfully Submitted,

Suzanne R. Connors
Village Clerk

DRAFT

A-6C



May 25, 2010

Jennie Gates, Special Events Manager
Bridge Communities, Inc.
505 Crescent Boulevard
Glen Ellyn, IL 60137

Re: 2010 Sleep Out Saturday Rally

Dear Ms. Gates:

This letter is to confirm action taken at the Village Board Meeting on Monday, May 24, 2010 regarding the Sleep Out Rally event scheduled to occur in the Crescent Boulevard Parking Lot, Saturday, November 6, 2010 as described in Bridge Communities' letter of April 26, 2010. The Village Board approved your requests and temporarily waived the pertinent sections of the Village Code and Zoning Code including Section 10-4-17.2(B)25 for the C5B Central Business District concerning a special use for outdoor sales, storage, tents, promotional activities and events and Section 6-2-2.5(B)3 concerning unnecessary noises. The Village Board further approved the requests of Bridge Communities as listed below:

1. Approval for the event to occur between 6:30 p.m. and 8:00 p.m. on Saturday, November 6, 2010 in the Crescent Boulevard Parking Lot. The entire parking lot must be cleared, clean and available for use by 10:00 p.m. on Saturday, November 6, 2010.
2. Non-alcoholic drinks will be allowed in the Crescent Boulevard Parking Lot between 6:30 p.m. and 8:00 p.m. on Saturday, November 6, 2010 only after approval by the DuPage County Health Department.
3. Bridge Communities must provide portable toilets in the number of one for every 50 people and security fencing for the length of the event.
4. Bridge Communities must notify the surrounding businesses located on Crescent Boulevard in the Central Business District of the event to take place. Notification must occur prior to Friday, October 1, 2010.
5. If signage is included in the Sleep Out Rally event, Bridge Communities must contact the Planning and Development Department at 630-547-5250 to determine the restrictions regarding signage within the Village.
6. Bridge Communities must provide two Glen Ellyn Police Officers for the length of the event at a cost of \$40.00 per hour, per police officer, for a total of 6 officer hours. Additionally, please contact Bill Holmer, Deputy Police Chief at 630-469-1187, to

designate parking areas for those involved in this event and to coordinate signage notifying community members of the closing of the Crescent Boulevard Parking Lot.

7. Bridge Communities must contact the Public Works Department at 630-469-6756 in order to arrange for the provision of barricades for the length of the event. For the metered section of the parking lot the barricades must be in place at 6:00 a.m. on Saturday, November 6, 2010. For the permit section of the parking lot the barricades must be in place at 2:00 p.m. on Saturday, November 6, 2010.
8. Evidence of insurance from Bridge Communities in the amount of \$2 million listing the Village as additionally insured must be presented to Personnel Analyst Danamarie Izzo by Tuesday, July 27, 2010.

By copy of this letter, the Village team is being notified of the requests of Bridge Communities and is requested to cooperate with the organization in providing the necessary Village services.

Sincerely,

Steve Jones
Village Manager

cc: Staci Hulseberg, Planning and Development Director
Phil Norton, Chief of Police
Dave Buckley, Assistant Public Works Director
Danamarie Izzo, Personnel Analyst
Patti Underhill, Administrative Services Coordinator



Connecting
Homeless Families
to a Better Future

Bridge Communities, Inc.

505 Crescent Boulevard
Glen Ellyn, IL 60137-4529

Telephone: (630) 545-0610

Fax: (630) 545-0640

website: www.bridgecommunities.org

April 26, 2010

Mr. Steve Jones
Village Manager
Village of Glen Ellyn
535 Duane Street
Glen Ellyn, IL 60137

RE: Sleep Out Saturday
Use of Crescent Blvd. Parking Lot

Dear Mr. Jones:

For the past three years, Bridge Communities has held its flagship fundraising event rally in the parking lot adjacent to our building at 505 Crescent Blvd on the first Saturday in November. Everything has gone very smoothly and the rallies were a tremendous success.

In looking forward to plan for Sleep Out Saturday 2010, we would like to request the use of this parking area again. Details of the rally are as follow:

- Saturday, November 6, 2010
- Set up for the rally at 2 pm, start of the rally at 6:30 pm, completion of the rally at 8 pm
- All equipment and participants out of the parking lot by 9 pm
- Anticipated attendance: 1000 people
- Use of Glen Ellyn Jaycees portable stage
- 101.9 The MIX will provide music and entertainment from 6:30 – 8:00 pm.

We request that the parking lot be cleared by 2:00 pm, so that we can begin setting up the stage, lighting and sound.

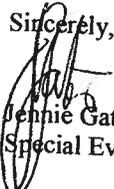
We will contract with a vendor to provide electrical services for sound and lights, utilizing the electrical source from our building. We will also provide any bathroom facilities required for an event of this length and size.

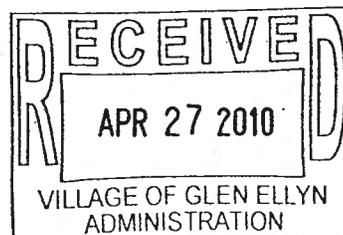
As in the past, we will request the assistance of the Glen Ellyn Police Department to provide signage notifying community members of the closing of the lot, security fencing along the sidewalk, as well as security during the event.

Please contact me at (630) 545-0610, ext. 19 to discuss this event further. We are happy to visit Village Hall to complete any needed registration forms or submit necessary fees.

We appreciate the consideration of the City in helping us fulfill our mission of providing a better future for homeless families in DuPage County. We have included some additional information about the event in this request letter.

Sincerely,


Jennie Gates
Special Events Manager



DRAFT

A-6D

May 25, 2010



Carol White
Downtown Glen Ellyn Alliance
286 N. Park Boulevard
Glen Ellyn, IL 60137

RE: First Friday's in Glen Ellyn

Dear Ms. White:

This letter is to confirm action taken at the Village Board Meeting on Monday, May 24, 2010 regarding the First Friday's in Glen Ellyn event scheduled to occur in the Central Business District on June 4, July 2 and August 6, 2010 as described in the Alliance's letter of May 11, 2010. The Village Board waived applicable sections of the Village Code and applicable outdoor sale sections of the Zoning Code, and approved your requests as follows:

1. Approval for the event to occur on Friday, June 4, July 2 and August 6, 2010 in the Central Business District between the hours of 5:00 p.m. and 8:00 p.m.
2. Section 10-4-17.1(B)32 concerning promotional events has been waived for the length of the event in order to allow entertainment in the form of live musicians in the Central Business District at various locations on Friday June 4, July 2 and August 6, 2010 between the hours of 5:00 p.m. and 8:00 p.m. The musical performances must allow space for the safe passing of pedestrians.
3. Chapter 3-23, Section 8-1-11 and Section 8-1-12 of the Village Code concerning peddlers, the obstruction of public ways, and the display and sale of merchandise on public ways, respectively, have been waived for the event. The provision allows existing merchants in the Village to display merchandise on the sidewalks during the First Friday's event. However, merchants in the Village may only use sidewalks for this purpose. A minimum five-foot wide pathway of sidewalk area must remain free and clear for accessibility purposes.
4. Sale of non-alcoholic drinks/food will be allowed between the hours of 5:00 p.m. and 8:00 p.m. at various locations throughout the Central Business District on June 4, July 2 and August 6, 2010 only after approval by the DuPage County Health Department. If cooking on the public sidewalks is found to be disruptive or a safety concern to nearby businesses or customers, the Village may prohibit cooking in certain locations. However, drinks/food may continue to be sold. A minimum five-foot wide pathway of sidewalk area must remain free and clear for accessibility purposes.

5. The Downtown Glen Ellyn Alliance will be required to receive approval from every affected business owner before any entertainment is placed on the sidewalk in front of the business.
6. The Downtown Glen Ellyn Alliance is reminded that if balloons or other attention-getting devices are utilized to direct guests to the event, it must be in accordance with Section 4-5-8(B) of the Sign Code. Contact the Planning and Development Department at 630-547-5250 for any questions about signage and balloon regulations.
7. Evidence of insurance for the Downtown Glen Ellyn Alliance in the amount of \$2 million listing the Village as additionally insured must be presented to Danamarie Izzo, Personnel Analyst, no later than Tuesday, June 1, 2010.

Copies of your letter, together with this reply, are being furnished to appropriate team members so that necessary arrangements can be made to carry out the requests of your organization. If you have any questions, please contact the appropriate Village personnel.

Sincerely,

Steve Jones
Village Manager

cc: Staci Hulseberg, Planning and Development Director
Phil Norton, Police Chief
Bill Holmer, Deputy Police Chief
Dave Buckley, Assistant Public Works Director
Danamarie Izzo, Personnel Analyst
Patti Underhill, Administrative Services Coordinator

X:\Admin\Downtown Glen Ellyn Alliance\FirstFridaysEvent2010

Village of Glen Ellyn
c/o Staci Hulseberg
535 Duane Street
Glen Ellyn, IL 60137

Dear Village of Glen Ellyn,

On behalf of the Downtown Glen Ellyn Alliance, I would like to request permission to waive sidewalk regulations during First Fridays in the Summer in Downtown Glen Ellyn; June 4, July 2 and August 6 from 5-8pm. We would like to have live entertainment of all sorts on the sidewalks around our downtown.

As this event continues to evolve, it is difficult to ask for particular permission, however, we are expecting at least 3 live music entertainers, a balloon man, a shoe shine guy, and a mime. We would also like to have a cotton candy machine on a sidewalk, the hot dog man where he is, and grilling outside Tap House. If we can find "professional" chalk artist, we would have no more than 2 on each side of the tracks creating small masterpieces (beginning and ending in 3 hours-not confirmed but the sidewalk in front of the village (the curve) and Young's parking lot (they will be closed) would be possible locations. Business would like to put merchandise on the sidewalk (similar to sidewalk sale). We will not close any streets, as our intent is for families to head downtown for entertainment, dinner, and shopping on these dates. We will seek approval from the business owner before placing any of the "entertainment" on the sidewalk in front of a business.

We would be happy to answer any further questions the village may have and provide all appropriate insurance. Please contact Carol White, Special Events with the Downtown Glen Ellyn Alliance. 773 255 4087, crscherba@yahoo.com

Thank you for your support.

Carol White

C: Kristen Schrader, Administrative Analyst



www.downtownglenellyn.com

*Come Enjoy First Friday's This Summer in
Downtown Glen Ellyn
June 4th, July 2nd & August 6th
5-8pm*



*Live
Music*

*Balloon
Twisting
and more!*

*Restaurant
Specials*

*Wine
Tasting*

*Stores Open
'til 8pm*

**GLEN
ELLYN
STYLE**

Glen Ellyn panoramic photo artwork by
Paul Chase at www.paulchase.net

A-66

VILLAGE OF GLEN ELLYN

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

Name Corwell Robert A Today's Date 10/15/09
(Last) (First) (Initial)

Home Address 337 Phillips Ave

Phone No.(s) 630-638-2859 E-mail bcorwell17@yahoo.com

Business Address (including name of company) _____

Business Phone 630-638-2859 Number of Years Glen Ellyn Resident 30 years

EDUCATIONAL BACKGROUND AND OTHER PERTINENT EXPERIENCE

Name, Location, Etc.	From	To
<u>Western Michigan University</u>	<u>1969</u>	<u>1973</u>

CIVIC AND FRATERNAL ORGANIZATIONS AND ACTIVITIES

Glen Ellyn Park's Foundation

BUSINESS OR PROFESSIONAL ACTIVITIES

(including type of present employment)

Manager National account Sales - Brocraft Paper Co

PLEASE INDICATE VILLAGE BOARD/COMMISSION INTERESTS

Recreation Commission

Thank you for your interest! Please return this completed form to:
Glen Ellyn Village Clerk, 535 Duane Street, Glen Ellyn, IL 60137
(630) 547-5201 (630) 469-8849 Fax

