

3

Agenda
Village of Glen Ellyn
Regular Village Board Meeting
Monday, January 28, 2013
8:00 p.m. – Galligan Board Room

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Village Recognition: *(Deputy Clerk Solomon)*
 - A. A resident complimented the Public Works Utility Division crew for their efficiency in a repair to the water system.
 - B. The Police Department received a thank you letter from The Marine Corps Reserve for its support and efforts in the highly successful Toys for Tots campaign.
 - C. The Family Shelter Service sent a letter of appreciation to the Police Department for its generous donations of toys and homegoods for the holiday season.
 - D. A note of thanks was received by Officer Rose Volpe for a recent tour of the Police Department enjoyed by Brownies Troop 42019.
 - E. The Village Board and Management Team congratulates the following employees who recently celebrated an anniversary as a Village employee:

James King	Police Department	25 Years
Bradley Davis	Administration Department	5 Years
Jeanne Sanders	Finance Department	5 Years
Michelle Urbina	Finance Department	5 Years
5. Audience Participation
 - A. Proclamation recognizing the accomplishment of Glenbard West High School student Matthew Udelhofen for proudly earning a perfect ACT score.
 - B. Proclamation recognizing the accomplishment of Glenbard South High School Student Andrew Bean for proudly earning perfect ACT and SAT scores.
 - C. Proclamation recognizing the neighboring communities of Glendale Heights, Lombard and Wheaton for its partnerships in continuing to prosper and grow.
 - D. Open:

Members of the public are welcome to speak to any item *not* specifically listed on tonight's agenda for up to three minutes. For those items which are on tonight's

agenda, the public will have the opportunity to comment at the time the item is discussed. In either case, please complete the Audience Participation form and turn it in to the Village Clerk.

6. Consent Agenda (*Village Manager Franz*)

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 Cooper*)

A. Village Board Meeting Minutes:

1. January 14, 2013 Regular Workshop
2. January 14, 2013 Regular Meeting

B. Total Expenditures (Payroll and Vouchers) - \$1,226,101.47.

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

C. Motion to waive Sections 10-4-17.1(B)32 and 10-4-17.2(B)25 of the Village Code concerning promotional activities and approve the 2013 Wines and Finds event held by the Alliance of Downtown Glen Ellyn on Saturday, May 4, 2013 from 1:00 p.m. to 5:00 p.m. in the central business district. (*Assistant to the Village Manager Schrader*)

D. Motion to waive Sections 10-4-3 and 6-2-2.5 of the Village Code to permit the 2013 Connection of Friends Fundraiser Event to take place on Saturday, April 6, 2013 from 6:00 p.m. until 10:00 p.m. at the Lake Ellyn Boathouse. (*Assistant to the Village Manager Schrader*)

E. Ordinance No. 6111-VC, An Ordinance to Amend Section 9-5-7 (Schedule G; Parking Prohibited During Certain Hours) of the Village Code. (*Police Chief Norton*)

F. Motion to waive competitive bidding and enter into an agreement with the Lakota Group in the amount of \$25,000 for a Downtown and Village Signage and Wayfinding Plan to be expensed to the Capital Fund and approve a budget amendment for \$25,000. (*Planning and Development Director Hulseberg*)

G. Motion to approve the purchase of 68 Restaurant and Bar Equipment items at a total cost of \$186,831, from seven vendors, to be expensed to the Recreation Fund. (*Recreation Director Pekarek*)

H. Motion to approve a collective bargaining agreement between the Village of Glen Ellyn and the Fraternal Order of Police beginning November 1, 2012 and continuing through October 31, 2016. (*Police Chief Norton*)

7. Ordinance No. 6112-VC, An Ordinance Amending Certain Provisions in Title 4 of the Glen Ellyn Municipal Code, as Amended to Regulate the Purchase by a Retail Establishment of Certain Used Goods Which are Frequently Stolen in Robberies and Burglaries. (*Trustee McGinley*)
8. Home Rule Sales Tax Ordinance Discussion. (*Trustee Friedberg*)
 - A. Motion to reconsider Ordinance No. 6101, An Ordinance Amending Section 3-32-8 of the Glen Ellyn Code "Home Rule Sales Tax."
 - B. Motion to approve Ordinance No. 6101, An Ordinance Amending Section 3-32-8 of the Glen Ellyn Code "Home Rule Sales Tax."
9. Reminders:
 - The next Village Board Meeting is scheduled for Monday, February 11, 2013, with the Workshop beginning at 7:00 p.m. and the Regular Board Meeting beginning at 8:00 p.m. in the Galligan Board Room of the Glen Ellyn Civic Center.
10. Other Business?
11. Adjournment
12. Press Conference



MARINE CORPS RESERVE



A-4B



You helped us do it . . . again!

January 2013

Dear Friends,

The Marine Corps Reserves completed its 65th annual Toys for Tots campaign and it was spectacular! Because of your enthusiastic support and creative efforts, our local campaign exceeded expectations and turned in these amazing results.

- 89,865 toys were collected.
- \$48,771 in monetary contributions was received.
- 88 agencies registered and qualified to distribute 83,081 toys.
- As a result, 51,434 of the neediest children in DuPage and Kane counties received Christmas gifts.

This remarkable achievement was possible because of you—the campaign's dedicated sponsors who launched 866 collection sites, created unique promotions, sponsored 70 events, hosted fundraisers, held house parties, and generously donated cash. And, let's not forget the incredible effort of those volunteers who ensured that our three warehouses ran smoothly, delivered toys from collection sites, counted, sorted and packaged agency allocations—all to help bring smiles to children's faces on Christmas. The teamwork was exceptional.

Together, we strengthened the belief that every child deserves a little Christmas. Thank you for your support and here's hoping we will partner again for year 66!

With warm regards,

Rita O'Reilly

Rita O'Reilly
Toys for Tots Coordinator

RO/ej

DUPAGE & KANE COUNTIES TOYS FOR TOTS

c/o 238 East Bailey Road #E ▪ Naperville, IL 60565

(888) 267-4449 ▪ Fax (630) 597-2249 ▪ toysfortotsdupage@gmail.com ▪ www.toysfortots.org



Healing from Domestic Abuse

A-40

605 East Roosevelt Road
Wheaton, Illinois 60187
Phone: 630.221.8290
Fax: 630.221.8098
Hotline: 630.469.5650

www.familyshelterservice.org

Glen Ellyn Police Department
535 Duane Street
Glen Ellyn, IL 60137

January 9, 2013

Dear Friends,

Thank you for your generous gift of cutlery, dinnerware, plates, and cups for our clients. We are passionately committed to providing hope and healing to women and children escaping situations of violence. We are honored that you chose to stand with us.

Every year, we respond to over 6,000 police-reported incidents of domestic violence in DuPage County. We reach out to these women and families to let them know that they are not alone. Your gift enables us to offer critical services that can make all the difference for a family seeking safety.

Our hotline, emergency shelter and court advocacy programs act as lifelines for families in immediate crisis. A kind, supportive voice, a safe place to bring children in the middle of the night, an opportunity to obtain legal protection so that our clients can live and work without fear of violence—these services are often the first step in a journey towards a life of dignity and self-determination.

Thank you for making those first steps possible by your generous commitment to our clients.

With kind regards,

Janessa Tipner
In-Kind Donations Coordinator

Family Shelter Service is a 501(3)(c) charitable organization. No goods or services have been received by the donor in consideration of this donation.

BOARD OF DIRECTORS

Eileen L. Sachanda
President
Bradley Bloom
Vice President
Joan Bates
Secretary
Mary Ann K. Travers
Treasurer
Kim Appleberg
April Arnold
Mamta Bhargava
Tami Bowman
B.J. Chimenti
Susan M. Diaz
Amy E. Dreisbach
Tim Duffin
Laura Ellis
Pamela Flaherty
Amy Gibson
Betsy Goltermann
Lisa Hermann
Steven G. Junk
Joseph D. Szczepaniak

EXECUTIVE DIRECTOR

Karen Hurley Kuchar

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Hon. Patti Bellock
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Naomi Buerkle
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Claudia Colalillo
Dan Cronin
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Michael Goebel
Hon. Gwen Henry
Dr. Maryann Krieglstein
Dean Malone
Hon. John Millner
Hon. Carole Pankau
Hon. Sandra Pihos
Hon. Peter Roskam
Dr. Darlene Ruscitti
Hon. Jim Ryan
Nan Silva
Mike Vivoda
Stephen L. Webster
John Zaruba



Thanks
 Lauren
 Ellie Amelia Lydia
 Ava
 HALLEY

Thank you very much for the
 tour and telling our troop
 all about the Glen Ellyn police
 department and station!

Troop 42019,

For Officer Rose
 Voge



VILLAGE OF GLEN ELLYN

Proclamation

WHEREAS, Glenbard West High School, a District 87 High School attended by students from Glen Ellyn, is recognized as a school of distinction; and

WHEREAS, the dedication of faculty, administration, students and parents has produced high-quality academic, extracurricular, and athletic programs; and

WHEREAS, student Matthew Udelhofen, has proudly earned a perfect ACT score of 36;

NOW, THEREFORE, I, MARK PFEFFERMAN, President of the Village of Glen Ellyn, Illinois, do hereby convey the sincere congratulations of the Village Board and the residents of Glen Ellyn for the outstanding efforts and achievements of Matthew Udelhofen of Glenbard West, and wish him continued success in years to come.

Village President

attest:

Acting Village Clerk

Date



VILLAGE OF GLEN ELLYN

Proclamation

WHEREAS, Glenbard South High School, a District 87 High School attended by students from Glen Ellyn, is recognized as a school of distinction; and

WHEREAS, the dedication of faculty, administration, students and parents has produced high-quality academic, extracurricular, and athletic programs; and

WHEREAS, student Andrew Bean, has proudly earned a perfect ACT score of 36 and a perfect SAT score of 2400;

NOW, THEREFORE, I, MARK PFEFFERMAN, President of the Village of Glen Ellyn, Illinois, do hereby convey the sincere congratulations of the Village Board and the residents of Glen Ellyn for the outstanding efforts and achievements of Andrew Bean of Glenbard South, and wish him continued success in years to come.

Village President

attest:

Acting Village Clerk

Date

**Minutes
Village Board Workshop
Glen Ellyn Village Board of Trustees
January 14, 2013**

Time of Meeting: 7:00 p.m.

Present: President Pfefferman; Trustees Cooper, Friedberg, Hartweg, Henninger, Ladesic and McGinley; Deputy Village Clerk Solomon; Village Attorney Diamond; Staff present: Village Manager Franz, Assistant to the Village Manager Schrader, Police Chief Norton, Planning and Development Director Hulseberg, Finance Director Wachtel and Public Works Director Hansen.

1. Call to Order

President Pfefferman called the Board Workshop to order at 7:00 p.m. with a roll call. Trustees Cooper, Friedberg, Hartweg, Henninger, Ladesic and McGinley "Present."

2. 3rd Quarter Village Goals Discussion

Village Manager Franz provided an update on the Village's strategic goals, action items and Capital Improvement Plan Scorecard. These goals comprise 7 strategic issues, which had been developed and approved by the Village Board in August 2012 after strategic planning sessions conducted in late 2011. The 7 strategic issues are: Economic Development, Customer Service, Infrastructure, Human Resources, Partnerships, Funding and the Downtown Plan. These goals are discussed routinely by Village management. The Village has accomplished 37 of the 59 goals, equaling 63%. Manager Franz gave an update on 3rd Quarter goals that were accomplished as well as goals they are working on for the 4th Quarter.

There was discussion around the ability to be 100% completed with goals, upcoming changes to the Village's website, the transparency score, performance evaluations and projects on the Capital Improvement Plan Scorecard.

3. Recess to Executive Session

At 7:23 p.m. Trustee McGinley moved, seconded by Trustee Henninger to adjourn to Executive Session in Room 301 for the purpose of discussing the probable or imminent pending litigation, adjourning thereafter to the Regular Village Board Meeting in the Galligan Board Room.

4. Adjournment

At 9:50 p.m. Trustee Henninger moved, seconded by Trustee McGinley to adjourn the reconvened Executive Session without returning to open session.

Respectfully Submitted,
Debbie Solomon,
Deputy Village Clerk

Reviewed by
Patti Underhill
Acting Village Clerk

A-6A2

Minutes
Regular Meeting
Glen Ellyn Village Board of Trustees
Monday, January 14, 2013

Call to Order

Village President Pfefferman called the meeting to order at 8:04 p.m.

Roll Call

Upon roll call by Deputy Village Clerk Solomon, Village President Pfefferman and Trustees Cooper, Friedberg, Hartweg, Henninger, Ladesic and McGinley answered, "Present."

Pledge of Allegiance

Village President Pfefferman led the Pledge of Allegiance.

Village Recognition

- A. The Glenbard West Boosters sent a note of thanks to the Police Department for its dedication and help in making the Homecoming Parade a success.
- B. Chief Phil Norton received a letter from the Federal Bureau of Investigation commending the professionalism and teamwork of the Police Department in the investigation and arrest made in a bank robbery.
- C. A grateful resident called the Police Department to thank Officer Janet Terranova for her assistance during a difficult time.
- D. Glenbard West High School sent a letter conveying its sincerest gratitude to Chief Phil Norton for his devoted time and support of the school.
- E. A note of thanks was received by Officer Stephen Miko for his recent visit to Rainbow Place Preschool.
- F. The Police Department received a thank you for a recent tour of its facilities enjoyed by Tiger Den #2, Pack #158.
- G. The Carol Stream Police Department sent a letter of appreciation regarding the professional assistance provided by Officer Joseph Flores in translating from Spanish to English for two residents.
- H. The Police Department received a packet containing 47 letters of thanks and warm wishes from students at St. Petronille School for its service in keeping their school and the community safe.
- I. The Village accepts the resignations of Raymond Munch from the Police Pension Board, Laura Glaza from the Environmental Commission, and Jeffrey Parker, student member of the Recreation Commission, and thanks them for their service.

Audience Participation

- A. Village President Pfefferman presented information on the veto of the modification to the Home Rule Sales Tax Ordinance No. 6101 which eliminated specific categories for use. He presented background on the 2009 Home Rule Sales Tax (HRST), where 1% goes to incremental pension costs, incremental reserve costs and up to 15% for the Downtown. Village President Pfefferman is vetoing this ordinance due to his belief in the promise and commitment to the Village's customers, the decision being based on inconsistent information and what would be easier going forward in the Village's fiscal policy. Ordinance No. 6101 is considered dead unless 2 or more of the Village Trustees contact either Village Manager Franz or Village President Pfefferman before January 28, 2013. If this does happen, 2 motions will be added to the Village Board Meeting agenda for January 28, 2013: a motion of reconsideration of the ordinance and a motion for the passage of the ordinance. Public comment will also be accepted between now and the January 28, 2013 Village Board Meeting. Trustee Ladesic said he was on the Village Board when the HRST was approved and has been outspoken about keeping promises. He did not realize this ordinance was on the Consent Agenda and inadvertently supported this Consent Agenda as he does not support this ordinance.

Consent Agenda

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

- A. Village Board Meeting Minutes:
1. December 10, 2012 Regular Workshop
 2. December 10, 2012 Regular Meeting
- B. Total Expenditures (Payroll and Vouchers) - \$5,894,175.90.

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

- C. Motion to approve the recommendation of Village President Pfefferman that the following appointments be made for Boards and Commissions:

Finance Commission

Erik Ford for a term ending May 2013

Historic Preservation Commission

Emily Davis for a student term ending May 2013

Plan Commission

Jeff Mansfield for a term ending May 2014

Recreation Commission

Garrett Dickson for a student term ending May 2013

Zoning Board of Appeals

Margaret (Meg) Maloney for a student term ending May 2015

- D. Motion to approve the incorporation of modifications to the Personnel Manual for it to be in compliance with both State and Federal Law changes as well as with Village policy changes. This item was removed from the Consent Agenda to be considered separately later in the meeting.
- E. Ordinance No. 6108-VC, An Ordinance to Amend Sections 1-7-6, 1-7-9, and 2-16-3 of the Village Code regarding Village Collector, Finance Director, and Finance Commission.
- F. Ordinance No. 6109, An Ordinance Granting Exterior Appearance Approval for The Stand to be Located at 542 Crescent Boulevard.
- G. Ordinance No. 6110, An Ordinance Granting Variations from the Sign Code for Career Vision Located at 526 N. Main Street.
- H. Resolution No. 13-01, A Resolution Accepting Watermain Improvements, A Bill of Sale, and A Grant of Easement Associated with The Legacy Condominiums (formerly the Mews of In-Town Glen Ellyn) Located at 460-474 Pennsylvania Avenue.

Trustee McGinley moved and Trustee Henninger seconded the motion that item A through C and E through H be considered routine business by the Village Board and be approved in a single vote.

Upon roll call, Trustees McGinley, Henninger, Cooper, Friedberg, Hartweg and Ladesic "Aye." Motion carried.

Item D from the Consent Agenda

Trustee Ladesic said the Village Board should adopt the mandated Federal and State law changes to the Personnel Manual; however, he does not want Section 9-1 nor 9-5 adopted into the Personnel Manual. He would like professionals engaged to look at the Personnel Manual as the language does not seem clearly defined. Trustee Cooper asked for Management to give further information on this so Manager Franz presented background on these changes. There was discussion around the specific language used in Sections 9.1 and 9.5 and where the language had originated.

Trustee Ladesic moved to adopt the incorporation of modifications to the Personnel Manual, except for Sections 9-1 and 9-5, for it to be in compliance with both State and Federal Law changes as well as with Village policy changes. This motion failed to gain a second.

Several of the Village Trustees urged Village Management to employ professionals to review the Personnel Manual.

Trustee McGinley moved, seconded by Trustee Friedberg to approve the incorporation of modifications to the Personnel Manual for it to be in compliance with both State and Federal Law changes as well as with Village policy changes.

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

Reminders:

- The next Regular Village Board Workshop is scheduled for Monday, January 21, 2013, beginning at 7:00 p.m. in the Galligan Board Room of the Glen Ellyn Civic Center.
- The next Village Board Meeting is scheduled for Monday, January 28, 2013, with the Workshop beginning at 7:00 p.m. and the Regular Board Meeting beginning at 8:00 p.m. in the Galligan Board Room of the Glen Ellyn Civic Center.

Other Business?

Trustee Cooper requested analysis of the use of the Home Rule Sales Tax from the Village Management before the next meeting for all the Village Trustees which Village Management will provide.

Trustee Ladesic asked about the posting for the newly-created Assistant Village Manager position which he thought was on hold after conversation in the December 10, 2012 Executive Session. A lengthy discussion followed about this job posting, the possible job description for this position, the budget for this possible position, feedback on this position from the President-elect and Trustees-elect and the possibility of stopping the search for this position. A straw vote was taken, and the consensus of the Trustees was to proceed with the search for someone for this new position.

Adjournment

At 9:21 p.m. Trustee Hartweg moved and Trustee Henninger seconded motioned to adjourn the meeting. Attorney Diamond pointed out the Village Board met in Workshop Session then adjourned to closed Executive Session which will be continued as a part of the original Village Board Workshop after the adjournment of the Village Board Meeting.

Upon roll call, Trustees Hartweg, Henninger, Cooper, Friedberg, Ladesic and McGinley voted "Aye." Motion carried. Meeting adjourned.

Respectfully submitted,
Debbie Solomon
Deputy Village Clerk

Reviewed by,
Patti Underhill
Acting Village Clerk

01/18/2013 11:48
maryr

VILLAGE OF GLEN ELLYN
PAID WARRANT REPORT

PG 1
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WARRANT: 0113-2

TO FISCAL 2013/09 05/01/2012 TO 04/30/2013

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION		
2021 A-RELIABLE PRINTING 38135 INVOICE: 13281	12/27/12			205967	P	01/11/13	134000	520905 PRINTING	511.66	
VENDOR TOTALS		8,405.58	YTD INVOICED					8,740.95	YTD PAID	511.66
3154 ASSOCIATED BUSINESS EQUIPMENT INC. 38186 INVOICE: 5037047	01/10/13			205968	P	01/11/13	121500	530105 OPERATING SUPPLIES	82.66	
38189 INVOICE: 5036817	11/15/12			205968	P	01/11/13	121500	520160 SENIOR CENTER GRANT EXPEN	4,549.01	
VENDOR TOTALS		5,330.07	YTD INVOICED					5,330.07	YTD PAID	4,631.67
74 B & F TECHNICAL CODE SERVICES, INC. 38187 INVOICE: 36376	01/04/13			205969	P	01/11/13	126000	521048 BUILDING REVIEWS	1,015.91	
VENDOR TOTALS		36,362.82	YTD INVOICED					36,087.57	YTD PAID	1,015.91
8064 MARLIN BOWERS 38136 INVOICE: 010713	01/07/13			205970	P	01/11/13	1000	450100 POLICE ORDINANCE FINES	100.00	
VENDOR TOTALS		100.00	YTD INVOICED					100.00	YTD PAID	100.00
132 CASEY EQUIPMENT COMPANY, INC 38138 INVOICE: C96275	12/28/12			205971	P	01/11/13	65000	530310 PARTS PURCHASED	307.46	
38139 INVOICE: C96193	12/12/12			205971	P	01/11/13	65000	530310 PARTS PURCHASED	364.40	
VENDOR TOTALS		20,259.83	YTD INVOICED					20,259.83	YTD PAID	671.86
6043 CHICAGO PARTS & SOUND LLC 38144 INVOICE: 494723	12/31/12			205972	P	01/11/13	65000	530310 PARTS PURCHASED	3.11	
38190 INVOICE: 495585	01/04/13			205972	P	01/11/13	65000	530310 PARTS PURCHASED	231.35	
38191 INVOICE: 495805	01/05/13			205972	P	01/11/13	65000	530310 PARTS PURCHASED	-54.00	
38192 INVOICE: 495324	01/03/13			205972	P	01/11/13	65000	530310 PARTS PURCHASED	89.96	
VENDOR TOTALS		7,260.92	YTD INVOICED					7,430.21	YTD PAID	270.42
4876 CONSTELLATION NEWENERGY, INC. 38137 INVOICE: 8317418	12/14/12			205973	P	01/11/13	21000	521190 STREET LIGHTING/ENERGY CO	8,354.16	

01/18/2013 11:48
maryr

VILLAGE OF GLEN ELLYN
PAID WARRANT REPORT

PG 2
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WARRANT: 0113-2

TO FISCAL 2013/09 05/01/2012 TO 04/30/2013

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	YTD PAID	YTD PAID

VENDOR TOTALS										29,058.99	8,354.16
204 DAILY HERALD		12/21/12									
38140											
INVOICE: T4325131					205974	P	01/11/13	126000	PRINTING	520905	98.90
VENDOR TOTALS										7,489.10	98.90
7860 DAVID M KARAFFA		01/07/13									
38143											
INVOICE: 010713					205975	P	01/11/13	143200	PROFESSIONAL SERVICES - O	521055	325.00
VENDOR TOTALS										500.00	325.00
249 DUPAGE COUNTY		01/03/13									
38141											
INVOICE: 201301030351					205976	P	01/11/13	100	ESCROWS - DEVELOPER DEPOS	240100	105.00
38141		01/03/13									
INVOICE: 201301030351					205976	P	01/11/13	126000	PRINTING	520905	76.00
38142		01/03/13									
INVOICE: 010313					205976	P	01/11/13	100	ESCROWS - DEVELOPER DEPOS	240100	68.00
VENDOR TOTALS										2,235.00	249.00
1078 EQUIFAX INFORMATION SVCS LLC		12/17/12									
38145											
INVOICE: 7540248					205977	P	01/11/13	134000	PROFESSIONAL SERVICES - O	521055	25.00
VENDOR TOTALS										339.98	25.00
5893 FOSTER COACH SALES, INC		12/27/12									
38146											
INVOICE: 9739					205978	P	01/11/13	65000	PARTS PURCHASED	530310	95.45
VENDOR TOTALS										200.64	95.45
7937 G & M CEMENT CONSTRUCTION, INC		12/11/12									
38147											
INVOICE: 121112					205979	P	01/11/13	40000	SIDEWALK IMPROVEMENTS	580155	64,264.68
VENDOR TOTALS										64,264.68	64,264.68
1012 VIL. OF G.E., POLICE-PETTY CASH		01/10/13									
38204											
INVOICE: 011013					205980	P	01/11/13	134000	DUES-SUBSCRIPTIONS-REG FE	520600	51.00
38204		01/10/13									
INVOICE: 011013					205980	P	01/11/13	134000	OPERATING SUPPLIES	530105	98.16
38204		01/10/13									
INVOICE: 011013					205980	P	01/11/13	134000	TRAVEL	520625	7.65
38204		01/10/13									
INVOICE: 011013					205980	P	01/11/13	134000	UNIFORMS	530445	12.87

01/18/2013 11:48
maryr

VILLAGE OF GLEN ELLYN
PAID WARRANT REPORT

PG 3
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WARRANT: 0113-2

TO FISCAL 2013/09 05/01/2012 TO 04/30/2013

VENDOR NAME

DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	YTD PAID
38204	01/10/13			205980	P	01/11/13	134000	OFFICE SUPPLIES	8.49
INVOICE: 011013									
INVOICE: 011013									
VENDOR TOTALS									
594.55	YTD	INVOICED							594.55
922	VILLAGE OF GLEN ELLYN							STATE DRUG FORFEITURE EXP	178.17
38134	01/09/13			205966	P	01/09/13	134000		
INVOICE: 010913-1									
VENDOR TOTALS									
40,348.16	YTD	INVOICED							41,579.24
356	GLEN ELLYN VOLUNTEER FIRE CO.							DONATIONS DUE TO FIRE COM	5,000.00
38148	12/31/12			205981	P	01/11/13	100		
INVOICE: DEC-2012									
VENDOR TOTALS									
258,214.34	YTD	INVOICED							231,964.34
929	W.W. GRAINGER INC							PARTS PURCHASED	7,330.13
38150	12/27/12			205982	P	01/11/13	143200		
INVOICE: 9027950725									
38151	12/26/12			205982	P	01/11/13	65000		
INVOICE: 9027082552									
VENDOR TOTALS									
10,165.04	YTD	INVOICED							9,959.50
960	WILLIAM HOLMER							EMPLOYEE EDUCATION	180.89
38152	12/24/12			205983	P	01/11/13	134000		
INVOICE: 122412									
38153	01/04/13			205983	P	01/11/13	134000		
INVOICE: 010413									
VENDOR TOTALS									
5,528.70	YTD	INVOICED							5,528.70
389	HOLSTEIN'S GARAGE							REPAIRS-CONTRACTUAL/LABOR	4,950.00
38193	12/31/12			205984	P	01/11/13	65000		
INVOICE: 4468									
VENDOR TOTALS									
1,548.00	YTD	INVOICED							1,606.00
420	ILLINOIS PAPER COMPANY							OFFICE SUPPLIES	362.00
38155	12/28/12			205985	P	01/11/13	143100		
INVOICE: IN29073									
38155	12/28/12			205985	P	01/11/13	143200		
INVOICE: IN29073									
38155	12/28/12			205985	P	01/11/13	50100		
INVOICE: IN29073									
38155	12/28/12			205985	P	01/11/13	50200		
INVOICE: IN29073									

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VILLAGE OF GLEN ELLYN
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TO FISCAL 2013/09 05/01/2012 TO 04/30/2013

VENDOR NAME

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

VENDOR TOTALS 4,918.92 YTD INVOICED 4,598.92 YTD PAID 339.00

445 INTOXIMETERS INC 12/26/12 205986 P 01/11/13 134000 530105 OPERATING SUPPLIES 97.10
INVOICE: 380040

VENDOR TOTALS 97.10 YTD INVOICED 97.10 YTD PAID 97.10

466 JACKSON-HIRSH, INC 12/28/12 205987 P 01/11/13 143100 530100 OFFICE SUPPLIES 20.55
INVOICE: 850460
38158 12/28/12 205987 P 01/11/13 143200 530100 OFFICE SUPPLIES 20.55
INVOICE: 850460
38158 12/28/12 205987 P 01/11/13 50100 530100 OFFICE SUPPLIES 20.54
INVOICE: 850460
38158 12/28/12 205987 P 01/11/13 50200 530100 OFFICE SUPPLIES 20.54

VENDOR TOTALS 250.42 YTD INVOICED 250.42 YTD PAID 82.18

8063 JAFFE, AL 01/08/13 205988 P 01/11/13 50100 510120 SALARIES - REGULAR PT 23.63
INVOICE: 010213

VENDOR TOTALS 23.63 YTD INVOICED 23.63 YTD PAID 23.63

1127 JAMES J BENES AND ASSOCIATES, INC. 12/31/12 205989 P 01/11/13 100 240100 ESCROWS - DEVELOPER DEPOS 1,193.16
INVOICE: 1402.000-4

VENDOR TOTALS 32,571.82 YTD INVOICED 32,571.82 YTD PAID 1,193.16

481 JERRY HAGGERTY CHEVROLET INC 01/02/13 205990 P 01/11/13 65000 530310 PARTS PURCHASED 79.25
INVOICE: 010213
38194 01/07/13 205990 P 01/11/13 65000 530310 PARTS PURCHASED 41.67
INVOICE: 150450
38195 01/07/13 205990 P 01/11/13 65000 530310 PARTS PURCHASED .99
INVOICE: 150451

VENDOR TOTALS 537.39 YTD INVOICED 418.97 YTD PAID 121.91

525 KOZ TRUCKING & SONS, INC. 12/29/12 20130008 205991 P 01/11/13 50100 520985 MAINTENANCE-R.O.W. 3,315.20
INVOICE: 7206
38159 12/29/12 20130008 205991 P 01/11/13 50200 520985 MAINTENANCE-R.O.W. 3,315.20
INVOICE: 7206

VENDOR TOTALS 25,826.17 YTD INVOICED 25,826.17 YTD PAID 6,630.40

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
38197	INVOICE: 118542	01/04/13			205999	P	01/11/13	65000	530310 PARTS PURCHASED	123.83
VENDOR TOTALS										
										12,154.57 YTD PAID
703	PLANNING RESOURCES, INC.									
38198	INVOICE: 10675	12/17/12			206000	P	01/11/13	100	240100 ESCROWS - DEVELOPER DEPOS	600.00
38198	INVOICE: 10675	12/17/12			206000	P	01/11/13	126000	521047 FORESTRY AND LANDSCAPING	1,455.00
38198	INVOICE: 10675	12/17/12			206000	P	01/11/13	55700	570100 BUILDINGS	250.00
VENDOR TOTALS										
										26,301.70 YTD PAID
3737	PLANTAG, INC									
38169	INVOICE: 010913	01/09/13			206001	P	01/11/13	126000	530100 OFFICE SUPPLIES	19.50
VENDOR TOTALS										
										19.50 YTD PAID
762	ROSCOE COMPANY									
38171	INVOICE: 1231651	12/27/12			206002	P	01/11/13	65000	521125 LEASED EQUIPMENT	80.35
38171	INVOICE: 1231651	12/27/12			206002	P	01/11/13	143100	520970 MAINTENANCE-BUILDING & GR	26.92
VENDOR TOTALS										
										1,896.48 YTD PAID
764	ROTARY CLUB OF GLEN ELLYN									
38170	INVOICE: 5516	12/27/12			206003	P	01/11/13	121200	520600 DUES-SUBSCRIPTIONS-REG FE	47.00
38170	INVOICE: 5516	12/27/12			206003	P	01/11/13	121200	521230 PUBLIC RELATIONS	100.00
VENDOR TOTALS										
										1,279.00 YTD PAID
800	SOUKUP HARDWARE STORES									
38175	INVOICE: 56246	12/18/12			206004	P	01/11/13	134000	530105 OPERATING SUPPLIES	4.50
38176	INVOICE: 56218	12/07/12			206004	P	01/11/13	50100	520975 MAINTENANCE-EQUIPMENT	17.06
38177	INVOICE: 56282	12/04/12			206004	P	01/11/13	143200	530105 OPERATING SUPPLIES	24.73
38178	INVOICE: 56343	12/21/12			206004	P	01/11/13	134000	530105 OPERATING SUPPLIES	3.99
VENDOR TOTALS										
										702.28 YTD PAID
4848	SPRINT SOLUTIONS, INC									
38174		11/30/12			206005	P	01/11/13	134000	520933 STATE DRUG FORFEITURE EXP	312.73

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TO FISCAL 2013/09 05/01/2012 TO 04/30/2013

VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	YTD PAID	YTD PAID

INVOICE: 38174										
VENDOR TOTALS										
				1,851.44				YTD INVOICED	2,136.14	312.73
806 STANDARD EQUIPMENT COMPANY										
38179	12/12/12			206007	P	01/11/13	65000	PARTS PURCHASED	530310	47.21
INVOICE: C80284										
38199	12/21/12			206006	P	01/11/13	65000	REPAIRS-CONTRACTUAL/LABOR	521180	262.50
INVOICE: A35447										
VENDOR TOTALS										
				4,934.16				YTD INVOICED	6,447.59	309.71
2687 STAPLES CONTRACT & COMMERCIAL, INC.										
38172	12/26/12			206008	P	01/11/13	143100	OFFICE SUPPLIES	530100	11.86
INVOICE: 115455058										
38172	12/26/12			206008	P	01/11/13	143200	OFFICE SUPPLIES	530100	11.85
INVOICE: 115455058										
38172	12/26/12			206008	P	01/11/13	50100	OFFICE SUPPLIES	530100	11.85
INVOICE: 115455058										
38172	12/26/12			206008	P	01/11/13	50200	OFFICE SUPPLIES	530100	11.85
INVOICE: 115455058										
VENDOR TOTALS										
				5,102.18				YTD INVOICED	5,184.51	47.41
815 STERLING CODIFIERS, INC.										
38173	01/01/13			206009	P	01/11/13	121100	PROFESSIONAL SERVICES - O	521055	500.00
INVOICE: 13233										
VENDOR TOTALS										
				1,541.00				YTD INVOICED	2,793.00	500.00
3705 TECHNOLOGY SERVICES COMPANY										
38181	01/01/13			206010	P	01/11/13	65000	TELECOMMUNICATIONS	521195	502.00
INVOICE: 5538										
VENDOR TOTALS										
				4,518.00				YTD INVOICED	4,518.00	502.00
854 TERRACE SUPPLY COMPANY										
38200	12/31/12			206011	P	01/11/13	65000	LEASED EQUIPMENT	521125	6.82
INVOICE: 922252										
VENDOR TOTALS										
				141.64				YTD INVOICED	160.54	6.82
55 ANTHONY R. TERRANOVA										
38180	12/13/12			206012	P	01/11/13	65000	GAS AND OIL	530300	44.62
INVOICE: 12/13/12										
VENDOR TOTALS										
				143.60				YTD INVOICED	143.60	44.62
886 U.S. VENTURE, INC										
38201	01/08/13			206013	P	01/11/13	65000	TIRES	530315	119.61
INVOICE: 7954059										

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	AMOUNT
38202	INVOICE:	12/27/12	7917173		206013	P	01/11/13	65000	TIRES	117.61
VENDOR TOTALS										
									2,201.22	YTD PAID
915	VERIZON WIRELESS SERVICES LLC									
38182	INVOICE:	12/15/12	2844089150		206014	P	01/11/13	143100	TELECOMMUNICATIONS	142.78
38182	INVOICE:	12/15/12	2844089150		206014	P	01/11/13	143200	TELECOMMUNICATIONS	118.38
38182	INVOICE:	12/15/12	2844089150		206014	P	01/11/13	50100	TELECOMMUNICATIONS	157.08
38182	INVOICE:	12/15/12	2844089150		206014	P	01/11/13	50200	TELECOMMUNICATIONS	157.09
38182	INVOICE:	12/15/12	2844089150		206014	P	01/11/13	65000	TELECOMMUNICATIONS	86.03
38183	INVOICE:	12/18/12	2845483116		206014	P	01/11/13	134000	STATE DRUG FORFEITURE EXP	111.85
VENDOR TOTALS										
									21,456.43	YTD PAID
2151	WEST SIDE TRACTOR SALES CO									
38203	INVOICE:	01/04/13	V75673		206015	P	01/11/13	65000	REPAIRS-CONTRACTUAL/LABOR	974.40
38203	INVOICE:	01/04/13	V75673		206015	P	01/11/13	65000	REPAIRS-CONTRACTUAL/PARTS	28.80
VENDOR TOTALS										
									1,003.20	YTD PAID
970	XEROX CORPORATION									
38184	INVOICE:	12/13/12	65688871		206016	P	01/11/13	121200	MAINTENANCE-EQUIPMENT	1,211.39
VENDOR TOTALS										
									10,414.02	YTD PAID

REPORT TOTALS

COUNT	AMOUNT
51	116,534.00
TOTAL PRINTED CHECKS	

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VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	YTD PAID	YTD PAID	
38243 INVOICE:	12/14/12	3146324-1212		206021	P	01/18/13	121200	LEGAL - GENERAL COUNSEL	520700	5,653.77	
VENDOR TOTALS		128,856.34						YTD INVOICED	128,856.34	YTD PAID	9,422.52
6832 POWER UP BATTERIES LLC											
38209 INVOICE:	01/11/13	487-224771		206022	P	01/18/13	122000	COMPUTER EQUIPMENT/PROJEC	570110	132.00	
VENDOR TOTALS		1,715.34						YTD INVOICED	1,811.56	YTD PAID	132.00
82 BELL FUELS, INC.											
38248 INVOICE:	01/09/13			206023	P	01/18/13	65000	GAS AND OIL	530300	16,986.91	
38249 INVOICE:	01/09/13			206023	P	01/18/13	65000	GAS AND OIL	530300	4,972.83	
VENDOR TOTALS		220,975.18						YTD INVOICED	225,042.31	YTD PAID	21,959.74
74 B & F TECHNICAL CODE SERVICES, INC.											
38250 INVOICE:	12/31/12	36369		206024	P	01/18/13	126000	PLUMBING INSPECTIONS	521042	1,281.00	
VENDOR TOTALS		36,362.82						YTD INVOICED	37,368.57	YTD PAID	1,281.00
128 CARQUEST AUTO PARTS OF WHEATON IL, INC											
38294 INVOICE:	12/03/12			206025	P	01/18/13	65000	PARTS PURCHASED	530310	-17.00	
38295 INVOICE:	12/03/12			206025	P	01/18/13	65000	PARTS PURCHASED	530310	95.36	
38296 INVOICE:	12/03/12			206025	P	01/18/13	65000	PARTS PURCHASED	530310	14.58	
38297 INVOICE:	12/04/12			206025	P	01/18/13	65000	PARTS PURCHASED	530310	306.16	
38298 INVOICE:	12/05/12			206025	P	01/18/13	65000	PARTS PURCHASED	530310	-127.14	
38299 INVOICE:	12/05/12			206025	P	01/18/13	65000	PARTS PURCHASED	530310	95.54	
38300 INVOICE:	12/05/12			206025	P	01/18/13	65000	PARTS PURCHASED	530310	14.96	
38301 INVOICE:	12/05/12			206025	P	01/18/13	65000	PARTS PURCHASED	530310	9.98	
38302 INVOICE:	12/06/12			206025	P	01/18/13	65000	PARTS PURCHASED	530310	-221.51	
38303 INVOICE:	12/06/12			206025	P	01/18/13	65000	PARTS PURCHASED	530310	295.68	
38304 INVOICE:	12/06/12			206025	P	01/18/13	65000	PARTS PURCHASED	530310	131.58	
38305 INVOICE:	12/07/12			206025	P	01/18/13	65000	PARTS PURCHASED	530310	131.58	
38306 INVOICE:	12/07/12			206025	P	01/18/13	65000	OPERATING SUPPLIES	530105	21.34	

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	YTD INVOICED	YTD PAID	YTD BALANCE
VENDOR TOTALS												
										11,000.00	11,000.00	11,000.00
6043 CHICAGO PARTS & SOUND LLC												
38251		01/08/13			206028	P	01/18/13	65000	PARTS PURCHASED	530310	530310	213.29
INVOICE: 496132												
38252		01/09/13			206028	P	01/18/13	65000	PARTS PURCHASED	530310	530310	3.11
INVOICE: 496569												
38253		01/14/13			206028	P	01/18/13	65000	PARTS PURCHASED	530310	530310	52.78
INVOICE: 497237												
38254		01/09/13			206028	P	01/18/13	65000	PARTS PURCHASED	530310	530310	-75.00
INVOICE: 496451												
VENDOR TOTALS												
										7,624.39	7,624.39	194.18
8069 CHARLES CHRUSCIEL												
38241		01/17/13			206029	P	01/18/13	540	ACOUNTS RECV - UTILITY BI	120210	120210	42.96
INVOICE: 38241												
VENDOR TOTALS												
										42.96	42.96	42.96
6610 COMCAST CABLE COMMUNICATIONS, LLC												
38211		01/04/13			206030	P	01/18/13	40000	STREET IMPROVEMENTS	580160	580160	66.95
INVOICE: 38211												
VENDOR TOTALS												
										602.55	602.55	66.95
4876 CONSTELLATION NEWENERGY, INC.												
38212		01/05/13			206031	P	01/18/13	21000	STREET LIGHTING/ENERGY CO	521190	521190	1,301.88
INVOICE: 8538694												
VENDOR TOTALS												
										30,360.87	30,360.87	1,301.88
225 THE DIRECT RESPONSE RESOURCE, INC.												
38213		01/04/13			206032	P	01/18/13	50100	PROFESSIONAL SERVICES - O	521055	521055	736.38
INVOICE: 13-GE01												
38213		01/04/13			206032	P	01/18/13	50200	PROFESSIONAL SERVICES - O	521055	521055	736.38
INVOICE: 13-GE01												
38213		01/04/13			206032	P	01/18/13	54000	PROFESSIONAL SERVICES - O	521055	521055	511.28
INVOICE: 13-GE01												
38330		01/07/13			206032	P	01/18/13	50100	PROFESSIONAL SERVICES - O	521055	521055	491.67
INVOICE: 12-GE12												
38330		01/07/13			206032	P	01/18/13	50200	PROFESSIONAL SERVICES - O	521055	521055	491.67
INVOICE: 12-GE12												
38330		01/07/13			206032	P	01/18/13	54000	PROFESSIONAL SERVICES - O	521055	521055	491.66
INVOICE: 12-GE12												
VENDOR TOTALS												
										54,004.79	54,004.79	3,459.04
241 DU-COMM												
38256		01/03/13			206033	P	01/18/13	135000	DU-COMM	520920	520920	30,393.00

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	YTD PAID	YTD INVOICED	

INVOICE: 14798												
VENDOR TOTALS 394,308.20 YTD INVOICED 394,308.20 YTD PAID 30,393.00												
3730 PAUL & ERICKA DUDLEY	38257	01/16/13			206034	P	01/18/13	100	ESCROWS - DEVELOPER DEPOS	240100	240100	100.00
INVOICE: 11713												
VENDOR TOTALS 100.00 YTD INVOICED 100.00 YTD PAID 100.00												
4217 DUPAGE COUNTY MAJOR CRIMES TASK FORCE	38271	01/07/13			206035	P	01/18/13	134000	DUES-SUBSCRIPTIONS-REG FE	520600	520600	500.00
INVOICE: 11713												
VENDOR TOTALS 500.00 YTD INVOICED 500.00 YTD PAID 500.00												
262 DUPAGE WATER COMMISSION	DPWC-61	11/30/12			10748	W	01/08/13	50100	LAKE MICHIGAN WATER	530500	530500	257,561.95
INVOICE: DPWC-65												
VENDOR TOTALS 1,953,413.98 YTD INVOICED 2,353,881.90 YTD PAID 257,561.95												
1711 ERNIE'S TOWING SERVICE	38258	12/26/12			206036	P	01/18/13	134000	IMPOUND FEES	520935	520935	150.00
INVOICE: E99715												
VENDOR TOTALS 430.00 YTD INVOICED 430.00 YTD PAID 150.00												
3075 FIRST ADVANTAGE OCCUPATIONAL HEALTH SVCS	38215	12/31/12			206037	P	01/18/13	60000	RISK MANAGEMENT	520870	520870	10.50
INVOICE: P2136271												
VENDOR TOTALS 297.75 YTD INVOICED 308.25 YTD PAID 10.50												
348 GLEN ELLYN CHAMBER OF COMMERCE	38259	12/18/12			206038	P	01/18/13	121200	DUES-SUBSCRIPTIONS-REG FE	520600	520600	599.00
INVOICE: 10620												
38260	01/10/13				206038	P	01/18/13	121200	PUBLIC RELATIONS	521230	521230	25.00
INVOICE: 10639												
38261	01/10/13				206038	P	01/18/13	121200	PUBLIC RELATIONS	521230	521230	25.00
INVOICE: 10637												
38262	01/17/13				20130018		01/18/13	126500	EQUIPMENT/CAPITAL OUTLAY	580110	580110	20,000.00
INVOICE: 11713												
VENDOR TOTALS 66,946.31 YTD INVOICED 67,016.31 YTD PAID 20,649.00												
356 GLEN ELLYN VOLUNTEER FIRE CO.	328203	01/15/13			206039	P	01/18/13	135000	FIRE COMPANY CONTRIBUTION	520150	520150	26,250.00
INVOICE: FY13-3												

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VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	YTD PAID
VENDOR TOTALS									
		258,214.34						258,214.34	YTD PAID
368 GRACE LUTHERAN CHURCH									26,250.00
GRACE-12	12/31/12								
INVOICE:	GRACE-16	206040	P	01/18/13	121500	521055		PROFESSIONAL SERVICES - O	175.00
GRACE-12	12/31/12								
INVOICE:	GRACE-16	206040	P	01/18/13	121500	521195		TELECOMMUNICATIONS	125.00
VENDOR TOTALS									
		2,400.00						2,700.00	YTD PAID
929 W.W. GRAINGER INC									300.00
38216	12/26/12								
INVOICE:	9027403683	206041	P	01/18/13	143200	521045		MAINTENANCE-STREET LIGHTS	51.57
38217	01/04/13								
INVOICE:	9032649312	206041	P	01/18/13	143200	521045		MAINTENANCE-STREET LIGHTS	361.81
VENDOR TOTALS									
		10,165.04						10,372.88	YTD PAID
8073 CHRIS GRIGGS									413.38
38326	01/17/13								
INVOICE:	VR011713	206042	P	01/18/13	1000	420100		VEHICLE LICENSES	85.00
VENDOR TOTALS									
		85.00						85.00	YTD PAID
4547 HD SUPPLY WATERWORKS, LTD.									85.00
38220	01/03/13								
INVOICE:	5907324	206043	P	01/18/13	50100	521020		MAINTENANCE-HYDRANTS	376.00
VENDOR TOTALS									
		18,988.26						18,988.26	YTD PAID
8066 PAUL HEZLETT									376.00
38219	01/09/13								
INVOICE:	20120346	206044	P	01/18/13	100	240100		ESCROWS - DEVELOPER DEPOS	2,000.00
VENDOR TOTALS									
		2,000.00						2,000.00	YTD PAID
8065 COLLEEN HINDMAN									2,000.00
38218	01/09/13								
INVOICE:	20121789	206045	P	01/18/13	100	240100		ESCROWS - DEVELOPER DEPOS	700.00
VENDOR TOTALS									
		700.00						700.00	YTD PAID
7819 HOUSEAL LAVIGNE ASSOCIATES, LLC									700.00
38263	01/01/13								
INVOICE:	2162	20130034	P	01/18/13	126000	521055		PROFESSIONAL SERVICES - O	9,536.75
VENDOR TOTALS									
		24,172.21						24,172.21	YTD PAID
401 INTERNATIONAL ASSN OF CHIEFS OF POLICE									9,536.75
38267	01/10/13								
		206047	P	01/18/13	134000	520600		DUES-SUBSCRIPTIONS-REG FE	30.00

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VENDOR NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	YTD PAID	YTD PAID
INVOICE: 1001034101										
VENDOR TOTALS										
30.00	YTD INVOICED	30.00	YTD PAID	30.00	YTD PAID	30.00	YTD PAID	30.00	30.00	30.00
6370 ILLINOIS DIVISION IAI	38265	11/21/12		206048	P	01/18/13	134000	DUES-SUBSCRIPTIONS-REG FE	520600	20.00
INVOICE: 13DUES-1280										
VENDOR TOTALS										
100.00	YTD INVOICED	100.00	YTD PAID	100.00	YTD PAID	100.00	YTD PAID	100.00	20.00	20.00
420 ILLINOIS PAPER COMPANY	38221	01/03/13		206049	P	01/18/13	121100	OFFICE SUPPLIES	530100	16.00
INVOICE: IN29631										
38221	01/03/13			206049	P	01/18/13	121200	OFFICE SUPPLIES	530100	89.60
INVOICE: IN29631										
38221	01/03/13			206049	P	01/18/13	121300	OFFICE SUPPLIES	530100	16.00
INVOICE: IN29631										
38221	01/03/13			206049	P	01/18/13	122000	OFFICE SUPPLIES	530100	16.00
INVOICE: IN29631										
38221	01/03/13			206049	P	01/18/13	126000	OFFICE SUPPLIES	530100	89.60
INVOICE: IN29631										
38221	01/03/13			206049	P	01/18/13	126500	OFFICE SUPPLIES	530100	3.20
INVOICE: IN29631										
38221	01/03/13			206049	P	01/18/13	134000	OFFICE SUPPLIES	530100	89.60
INVOICE: IN29631										
VENDOR TOTALS										
4,918.92	YTD INVOICED	4,918.92	YTD PAID	4,918.92	YTD PAID	4,918.92	YTD PAID	4,918.92	320.00	320.00
422 ILLINOIS SECRETARY OF STATE	38268	01/14/13		206050	P	01/18/13	134000	DUES-SUBSCRIPTIONS-REG FE	520600	10.00
INVOICE: 11713										
VENDOR TOTALS										
1,067.00	YTD INVOICED	1,067.00	YTD PAID	1,067.00	YTD PAID	1,067.00	YTD PAID	1,067.00	10.00	10.00
429 ILLINOIS TACTICAL OFFICERS ASSN	38266	01/14/13		206051	P	01/18/13	134000	DUES-SUBSCRIPTIONS-REG FE	520600	40.00
INVOICE: 11713										
VENDOR TOTALS										
40.00	YTD INVOICED	40.00	YTD PAID	40.00	YTD PAID	40.00	YTD PAID	40.00	40.00	40.00
900 UNIVERSITY OF ILLINOIS-GAR	38290	12/18/12		206052	P	01/18/13	134000	EMPLOYEE EDUCATION	520620	60.00
INVOICE: UPIN6507										
VENDOR TOTALS										
220.00	YTD INVOICED	220.00	YTD PAID	220.00	YTD PAID	220.00	YTD PAID	220.00	60.00	60.00
6860 INDUSTRIAL ORGANIZATIONAL SOLUTIONS, INC	38264	11/02/12		206053	P	01/18/13	134000	RECRUITING AND TESTING	520615	3,247.00
INVOICE: C28213A										

WARRANT: 0113-3

TO FISCAL 2013/09 05/01/2012 TO 04/30/2013

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	YTD PAID	YTD PAID
VENDOR TOTALS										3,247.00	3,247.00
481 JERRY HAGGERTY CHEVROLET INC	38269	01/14/13			206054	P	01/18/13	65000	PARTS PURCHASED	530310	118.42
	INVOICE: 150524										
VENDOR TOTALS										537.39	118.42
8071 JENNIFER M JESANIS	38270	01/16/13			206055	P	01/18/13	1000	POLICE ORDINANCE FINES	450100	25.00
	INVOICE: CR011713										
VENDOR TOTALS										25.00	25.00
8067 KMJ BUILDERS	38222	01/09/13			206056	P	01/18/13	100	ESCROWS - DEVELOPER DEPOS	240100	2,000.00
	INVOICE: 20120992										
VENDOR TOTALS										2,000.00	2,000.00
2161 DANIEL KOICHEVAR	38223	01/13/13			206057	P	01/18/13	100	ESCROWS - DEVELOPER DEPOS	240100	500.00
	INVOICE: MR011513										
VENDOR TOTALS										500.00	500.00
2922 LEXISNEXIS RISK DATA MANAGEMENT, INC	38247	12/31/12			206058	P	01/18/13	134000	PROFESSIONAL SERVICES - O	521055	18.25
	INVOICE: 1224150-20121231										
VENDOR TOTALS										121.20	18.25
595 MENARDS, INC.	38225	01/08/13			206059	P	01/18/13	143200	MAINTENANCE-STREET LIGHTS	521045	367.88
	INVOICE: 13886										
	38226	01/02/13			206059	P	01/18/13	143200	MAINTENANCE-STREET LIGHTS	521045	78.48
	INVOICE: 13419										
VENDOR TOTALS										1,187.13	446.36
6009 MERCHANT WAREHOUSE	967245	12/31/12			10753	W	01/18/13	50100	BANKING SERVICES	520835	953.63
	INVOICE: MERCH-45										
	967245	12/31/12			10753	W	01/18/13	50200	BANKING SERVICES	520835	953.63
	INVOICE: MERCH-45										
VENDOR TOTALS										20,274.72	1,907.26
1441 ROBERT MITCHELL	38224	01/09/13			206060	P	01/18/13	100	ESCROWS - DEVELOPER DEPOS	240100	2,000.00

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VILLAGE OF GLEN ELLYN
PAID WARRANT REPORT

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WARRANT: 0113-3

TO FISCAL 2013/09 05/01/2012 TO 04/30/2013

VENDOR NAME DOCUMENT	INV DATE VOUCHER PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	YTD PAID	YTD INVOICED	YTD PAID
INVOICE: 20121715									
VENDOR TOTALS		12,759.75					12,759.75		2,000.00
5335 NATIONAL PROCESSING COMPANY									
NPCREC-55	12/31/12								
INVOICE: NPCREC-59		10751	W	01/18/13	55720	CREDIT CARD FEES	520810	520810	686.69
NPCREC-55	12/31/12								
INVOICE: NPCREC-59		10751	W	01/18/13	55730	CREDIT CARD FEES	520810	520810	47.69
NPCREC-55	12/31/12								
INVOICE: NPCREC-59		10751	W	01/18/13	55750	CREDIT CARD FEES	520810	520810	66.76
VENDOR TOTALS		41,843.45					45,706.74		801.14
651 NORTHERN ILLINOIS GAS COMPANY									
38227	12/31/12								
INVOICE: 38227		206061	P	01/18/13	21000	STREET LIGHTING/ENERGY CO	521190	521190	66.34
VENDOR TOTALS		16,808.41					18,938.77		66.34
7847 NORTHERN ILLINOIS FENCE, INC									
38273	01/10/13								
INVOICE: N12250D CH		20130029	P	01/18/13	40000	CONSTRUCTION PROJECTS	580100	580100	25,806.00
VENDOR TOTALS		25,806.00					25,806.00		25,806.00
738 RAY O'HERRON CO. INC.									
38280	12/19/12								
INVOICE: 64417-IN		206063	P	01/18/13	134000	UNIFORMS	530445	530445	65.70
38281	12/19/12								
INVOICE: 64419-IN		206063	P	01/18/13	134000	UNIFORMS	530445	530445	44.95
VENDOR TOTALS		29,447.74					31,977.49		110.65
1458 OFFICE DEPOT, INC									
38274	12/26/12								
INVOICE: 638125634001		206064	P	01/18/13	134000	OFFICE SUPPLIES	530100	530100	53.52
VENDOR TOTALS		4,472.69					4,928.53		53.52
2670 PACE SUBURBAN BUS									
38228	01/02/13								
INVOICE: 234470		206065	P	01/18/13	121500	SENIOR TRANSPORTATION	520500	520500	3,124.51
VENDOR TOTALS		13,649.29					17,215.38		3,124.51
676 PACKEY WEBB FORD, INC.									
38275	01/14/13								
INVOICE: 118648		206066	P	01/18/13	65000	PARTS PURCHASED	530310	530310	18.29

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VILLAGE OF GLEN ELLYN
PAID WARRANT REPORT

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WARRANT: 0113-3

TO FISCAL 2013/09 05/01/2012 TO 04/30/2013

VENDOR NAME DOCUMENT	INV DATE	VOUCHER PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	YTD PAID	YTD PAID
VENDOR TOTALS								12,172.86	18.29
8074 ROBERT M PALUMBO 38328 INVOICE: VR011713	01/17/13		206067	P	01/18/13	1000	VEHICLE LICENSES	420100	22.50
VENDOR TOTALS								22.50	22.50
7749 PAYMENT SERVICE NETWORK, INC 382051 INVOICE: PSN-8	12/31/12		10754	W	01/04/13	50100	BANKING SERVICES	520835	135.24
382051 INVOICE: PSN-8	12/31/12		10754	W	01/04/13	50200	BANKING SERVICES	520835	135.24
382051 INVOICE: PSN-8	12/31/12		10754	W	01/04/13	54000	BANKING SERVICES	520835	270.47
VENDOR TOTALS								3,701.60	540.95
6994 PITNEY BOWES, INC 38277 INVOICE: 5502103725	01/04/13		206068	P	01/18/13	122000	POSTAGE & SHIPPING	520900	114.78
VENDOR TOTALS								1,247.38	114.78
8070 ILIRJAN PLAKU 38242 INVOICE: 38242	01/17/13		206069	P	01/18/13	540	ACCOUNTS REC'V - UTILITY BI	120210	118.38
VENDOR TOTALS								118.38	118.38
703 PLANNING RESOURCES, INC. 38276 INVOICE: 10715	01/08/13		206070	P	01/18/13	100	ESCROWS - DEVELOPER DEPOS	240100	128.15
VENDOR TOTALS								26,429.85	128.15
6552 PROVANTAGE CORPORATION 38229 INVOICE: 6532367	11/27/12		206071	P	01/18/13	122000	COMPUTER EQUIPMENT/PROJEC	570110	713.99
38230 INVOICE: 6532042	11/27/12		206071	P	01/18/13	122000	OFFICE SUPPLIES	530100	73.00
38231 INVOICE: 6561216	12/26/12		206071	P	01/18/13	55700	EQUIPMENT/CAPITAL OUTLAY	580110	306.97
38232 INVOICE: 6532369	11/27/12		206071	P	01/18/13	134000	OFFICE SUPPLIES	530100	77.01
38233 INVOICE: 6566475	01/03/13		206071	P	01/18/13	55700	EQUIPMENT/CAPITAL OUTLAY	580110	1,116.00
VENDOR TOTALS								16,101.55	2,286.97

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VILLAGE OF GLEN ELLYN
PAID WARRANT REPORT

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WARRANT: 0113-3

TO FISCAL 2013/09 05/01/2012 TO 04/30/2013

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	YTD PAID	YTD PAID
38287	INVOICE: 115487259	01/04/13			206079	P	01/18/13	143200	OFFICE SUPPLIES	530100	8.88
38287	INVOICE: 115487259	01/04/13			206079	P	01/18/13	50100	OFFICE SUPPLIES	530100	8.88
38287	INVOICE: 115487259	01/04/13			206079	P	01/18/13	50200	OFFICE SUPPLIES	530100	8.88
VENDOR TOTALS											
			5,102.18						YTD INVOICED	5,236.72	52.21
5894	STRYKER EMERGENCY MEDICAL SVCS, INC.										
38286	INVOICE: 1217746 M	12/11/12			206080	P	01/18/13	135000	OPERATING SUPPLIES	530105	779.65
VENDOR TOTALS											
			779.65						YTD INVOICED	779.65	779.65
5758	SWAHM										
38329	INVOICE: SWAHM-49	12/31/12			10752	W	01/08/13	60000	INSURANCE-HOSPITAL, GROUP	520895	187,372.21
VENDOR TOTALS											
			1,488,376.84						YTD INVOICED	1,671,900.10	187,372.21
1152	TAPCO TRAFFIC & PARKING CONTROL CO., INC										
38235	INVOICE: 1412849	01/04/13			206081	P	01/18/13	143200	MAINTENANCE-SIGNS	520995	860.00
VENDOR TOTALS											
			1,724.78						YTD INVOICED	1,724.78	860.00
872	TRAFFIC CONTROL & PROTECTION INC										
38236	INVOICE: 75891	01/08/13			206082	P	01/18/13	143200	SAFETY SUPPLIES	530225	777.50
VENDOR TOTALS											
			5,071.20						YTD INVOICED	5,359.20	777.50
3580	TRUGREEN LIMITED PARTNERSHIP										
38234	INVOICE: 2505304	12/27/12			206083	P	01/18/13	143200	MAINTENANCE-BUILDING & GR	520970	954.00
VENDOR TOTALS											
			954.00						YTD INVOICED	954.00	954.00
1278	UNION PACIFIC RAILROAD COMPANY										
38289	INVOICE: 259162198	01/08/13			206084	P	01/18/13	53000	RENTAL-LEASE	521155	2,566.37
VENDOR TOTALS											
			2,566.37						YTD INVOICED	17,520.81	2,566.37
1876	VIPOE, INC										
38291	INVOICE: 65825	01/09/13			206085	P	01/18/13	143200	OPERATING SUPPLIES	530105	1,185.00
VENDOR TOTALS											
			3,258.00						YTD INVOICED	3,541.50	1,185.00

WARRANT: 0113-3

TO FISCAL 2013/09 05/01/2012 TO 04/30/2013

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	YTD PAID	AMOUNT
8072 VISION INTERNET PROVIDERS, INC	38292	12/28/12			206086	P	01/18/13	122000	570110	2,000.00	2,000.00
INVOICE:	23728										
8072 VISION INTERNET PROVIDERS, INC	38292	12/28/12			206086	P	01/18/13	121200	521055	1,500.00	1,500.00
INVOICE:	23728										
VENDOR TOTALS										3,500.00	3,500.00
6919 VOORHEES ASSOCIATES LLC	38237	01/10/13			206087	P	01/18/13	121200	520615	2,834.00	2,834.00
INVOICE:	1-1-013-0004										
VENDOR TOTALS										2,834.00	2,834.00
5528 WALSH, KNIPPEN, KNIGHT & POLLOCK, CHTD.	38293	10/19/12			206088	P	01/18/13	134000	521055	37.00	37.00
INVOICE:	18773										
VENDOR TOTALS										259.00	259.00
8068 THOMAS/JEAN WHALLS JR	38238	01/07/13			206089	P	01/18/13	100	240100	6,348.00	6,348.00
INVOICE:	20110073										
8068 THOMAS/JEAN WHALLS JR	38239	01/07/13			206089	P	01/18/13	100	240100	8,797.90	8,797.90
INVOICE:	20111549										
VENDOR TOTALS										15,145.90	15,145.90
975 ZIEBELL WATER SERVICE PRODUCTS INC	38240	12/26/12			206090	P	01/18/13	50100	521050	5,371.00	5,371.00
INVOICE:	219095-000										
VENDOR TOTALS										9,587.61	9,587.61
REPORT TOTALS										685,552.16	685,552.16

COUNT	AMOUNT
TOTAL PRINTED CHECKS	74
TOTAL WIRE TRANSFERS	7
	236,885.97
	448,666.19

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

A-6 C



January 29, 2013

Carol White
Alliance of Downtown Glen Ellyn
P.O. Box 511
Glen Ellyn, IL 60138

RE: 2013 Wines and Finds Event

Dear Ms. White:

This letter is to confirm action taken at the Village Board Meeting on Monday, January 28, 2013 regarding the 2013 Wines and Finds event scheduled to occur in the Central Business District on Saturday, May 4, 2013 as described in the Alliance's request letter dated December 29, 2012. Approval of the event is outlined below. Please contact the appropriate Village Department should you have any questions on the Village's approval.

1. Approval for the event to occur on May 4, 2013 between the hours of 1:00 p.m. and 5:00 p.m. at various locations in the Central Business District. Please confirm with the Police Department the exact locations by Tuesday, February 26, 2013.
2. Sections 10-4-17.1(B)32 and 10-4-17.2(B)25 of the Village Code concerning outdoor merchandise, storage, promotional activities or tents in the C5A Central Retail Core Sub-District and C5B Central Service Sub-District have been waived for the event.
3. Since beer and/or wine will be distributed, the Alliance must apply for a Class E Liquor License by contacting Administrative Services Coordinator, Patti Underhill. The Class E Liquor License Application is also available online at www.glenellyn.org. In addition to the \$20 application fee for the Class E Liquor License, the Alliance must provide dram shop (liquor liability) insurance. The distribution of liquor is specifically approved to occur between the hours of 1:00 p.m. and 5:00 p.m. on Saturday, May 4, 2013. All individuals consuming alcohol should be properly identified with wristbands, wine may only be served in specified plastic cups and each pour must be tallied on the wristband. The consumption of liquor must be confined within the area agreed upon with the Glen Ellyn Police Department and all entrances and exits must be monitored by the Alliance.
4. The Alliance will be required to send every individual serving alcohol at the event to attend Beverage Alcohol Sellers and Servers Education and Training (BASSET). Please contact the Police Department at 630-469-1187 to coordinate the details of this requirement.

Civic Center
535 Duane Street
Glen Ellyn, IL 60137

Administration
630-469-5000
Fax 630-469-8849

Finance
630-547-5235
Fax 630-469-1757

Planning and Development
630-547-5250
Fax 630-547-5370

Police
630-469-1187
Fax 630-469-1861

Public Works
30 South Lambert Road
Glen Ellyn, IL 60137
630-469-6756
Fax 630-469-3128

The Village Links and Recreation
485 Winchell Way
Glen Ellyn, IL 60137
630-469-8180
Fax 630-469-8580

www.glenellyn.org
www.villagelinksgolf.com

5. It is necessary to obtain Special Event Liquor Licenses from the Illinois Liquor Control Commission for all participating vendors not currently holding a liquor license. Please visit their website at www.state.il.us/lcc/ for more information.
6. The Alliance is reminded that if balloons, signs or other attention-getting devices are utilized to direct guests to participating retailers, it must be in accordance with the Sign Code. Contact the Planning and Development Department at 630-547-5250 for any questions about signage and balloon regulations.
7. The only entities allowed to participate in this event are those businesses or organizations that are licensed, registered, or otherwise legitimately conduct their business or activity from within the boundaries of the Village of Glen Ellyn. Businesses or organizations that do not satisfy these requirements will not be permitted to participate as vendors in the Wines and Finds event and shall be deemed not to be exempted from the aforementioned Code waivers and shall be deemed to be engaging in peddling without the proper license.
8. Evidence of insurance for the Alliance in the amount of \$2 million listing the Village as additionally insured must be presented to Danamarie Izzo, Assistant to the Village Manager - HR, no later than Tuesday, February 26, 2013.

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.

We hope that the "2013 Wines and Finds" event is a great success and wish you all the best in the coming New Year.

Sincerely,

Mark Franz
Village Manager

cc: Staci Hulseberg, Planning and Development Director
Phil Norton, Police Chief
Dave Buckley, Assistant Public Works Director
Bill Holmer, Deputy Police Chief
Danamarie Izzo, Assistant to the Village Manager – HR
Joe Kvapil, Building and Zoning Official
Patti Underhill, Administrative Services Coordinator

December 29, 2012

Ms. Kristen Schrader
Assistant to the Village Manager
535 Duane
Glen Ellyn, IL 60137

Dear Kristen:

I am writing on behalf of the Alliance of Downtown Glen Ellyn to ask permission to hold our first ever Wine Walk (we are working on a different name) through Downtown Glen Ellyn. The date would be Saturday, May 4, 2013 and the hours would be 1-5pm. There will be only 15 businesses participating and tickets will be available for purchase in advance for \$30 (the price will be \$35 at door if we do not sell out before the event). There will be three categories of wine tasting - Treasured, Trendy, and Fun. There will be 10 varieties of each wine, with two different wines offered at each store (equaling a 1 oz. pour per location). A participant would begin the day at Cabernet & Co., where they would get their plastic wine glass marked for a ½ ounce pour. They would receive a map and head out to the participating stores.

Wine distributors will be at each store, pouring their wine. We are only purchasing enough wine for 30 ½- oz. pours per person. This is the equivalent of three-5-oz. glasses of wine over a four-hour period (if they drink every last sip). Pour-out containers will be located at each location, along with food provided by each participating store.

Liquor licenses will be purchased from both the Village and the State for each participating store. We will obtain a \$2,000,000 liquor liability insurance policy, and will provide a certificate of insurance, naming the Village of Glen Ellyn as an additional insured. We will also have a brunch special to kick the day off, and early dinner options for 5pm.

The purpose of this event is to generate in-store sales for the businesses. Two retailers in Glen Ellyn that also have stores in Naperville said this event generated many sales for their stores that would not have otherwise occurred. Our other hope is that it will encourage businesses to have Sunday business hours.

This event, in structure, is very similar to Ladies Night Out, except that we are limiting those who may attend and raising the price of the ticket. The goal is the same...monies spent inside stores.

We look forward to your response.

Sincerely,

Carol White
Executive Director, Alliance of Downtown Glen Ellyn

cc: Mark Franz, Village Manager
Phil Norton, Police Chief
Bill Holmer, Deputy Chief
Sandy Moore, President, Alliance
Alixé Lichette, Cabernet & Co.



A-6D



January 29, 2013

Terry Kline
1502 Coloma Place
Wheaton, IL 60189

RE: 2013 Connection of Friends Fundraiser

Dear Mr. Kline:

This letter is to confirm action taken at the Village Board Meeting on Monday, January 28, 2013, regarding the 2013 Connection of Friends Fundraiser Event scheduled for Saturday, April 6, 2013 as described in your attached request letter. Approval of the event is outlined below. Please contact the appropriate Village Department should you have any questions on the Village's approval.

1. Approval for the event to occur on Saturday, April 6, 2013, from 6:00 p.m. until 10:00 p.m. at the Lake Ellyn Boathouse.
2. Section 10-4-3 of the Village Code concerning promotional activities or tents in the CR Conservation/Recreation District has been waived for the event.
3. Section 6-2-2.5 (Unnecessary Noises) has been waived for the length of the event in order to permit amplified live music at the event.
4. Since beer and/or wine will be sold, a Class E Liquor License must be approved by the Liquor Commission. The Class E Liquor License Application is available online at www.glenellyn.org. In addition to the \$20 application fee for the Class E Liquor License, a dram shop (liquor liability) insurance and State of Illinois Liquor License must be provided. The sale of liquor is specifically approved to occur between the hours of 6:00 p.m. and 10:00 p.m. on Saturday, April 6, 2013. All individuals consuming alcohol should be properly identified (i.e. wristbands), and beer/wine may only be served in plastic cups. The consumption of liquor must be confined within the area agreed upon with the Glen Ellyn Police Department and all entrances and exits must be monitored by Connection of Friends.
5. Connection of Friends will required to send every individual serving alcohol at the event to attend Beverage Alcohol Sellers and Servers Education and Training (BASSET). Please contact the Police Department at 630-469-1187 to coordinate the details of this requirement.
6. Sale of food/drinks will be allowed during the approved event hours, only after approval by the DuPage County Health Department.
7. Police support to assist in parking or security can be accommodated as scheduling permits. There may be a cost associated with the assignment of uniformed Police Officers. Please work out the exact details of police assignments with the Police Chief or his representative in advance of the event. Additionally, please contact Bill Holmer, Deputy Police Chief at 630-469-1187, to identify additional parking lots that may be used for the length of the event.

Civic Center
535 Duane Street
Glen Ellyn, IL 60137

Administration
630-469-5000
Fax 630-469-8849

Finance
630-547-5235
Fax 630-469-1757

Planning and Development
630-547-5250
Fax 630-547-5370

Police
630-469-1187
Fax 630-469-1861

Public Works
30 South Lambert Road
Glen Ellyn, IL 60137
630-469-6756
Fax 630-469-3128

The Village Links and Recreation
485 Winchell Way
Glen Ellyn, IL 60137
630-469-8180
Fax 630-469-8580

www.glenellyn.org
www.villagelinksgolf.com

Our Vision: The Village consistently takes the actions necessary to reach its full potential.

Our Mission: The Village provides public services which reflect the excellence of the community we serve.

8. Connection of Friends must provide enough volunteers to adequately staff the entrances and exits of the event.
9. Connection of Friends is reminded that if balloons, signage or other attention getting devices are utilized to direct guests to the event, it must be in accordance with Section 4-5-8 of the Sign Code.
10. Evidence of insurance in the amount of \$2 million listing the Village as additionally insured must be presented to Assistant to the Village Manager – HR Danamarie Izzo by Tuesday, February 26, 2013.

The Village expects Connection of Friends to monitor the event to the best of its abilities to ensure that all conditions contained in this letter are observed. Violations that cannot be resolved at the scene may be reported to the Police Department.

We hope that the “2013 Connection of Friends Fundraiser” event is a great success and wish you all the best in the coming New Year.

Sincerely,

Mark Franz
Village Manager

cc: Staci Hulseberg, Planning and Development Director
Phil Norton, Police Chief
Dave Buckley, Assistant Public Works Director
Bill Holmer, Deputy Police Chief
Danamarie Izzo, Assistant to the Village Manager – HR
Joe Kvapil, Building and Zoning Official
Patti Underhill, Administrative Services Coordinator



A lifetime of partnership. A lifetime for growth.

Hand Delivered

October 17, 2012

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

Dear Ms. Schrader:

Connection of Friends, a 501(c)(3) organization will be holding its first fundraising event on Saturday, April 6, 2013 at the Lake Ellyn Boathouse. As part of this fundraiser, Connection of Friends will be utilizing an outside licensed caterer to sell (cash bar) alcohol (bottles of beer and glasses of wine) and other non-alcoholic beverages (bottled water and soda). There will also be catered food at our event. The event is scheduled to be held between 6 pm and 10 pm. At this time, the precise attendance is not known but it is expected the attendance will range between 80 to 120 people.

Connection of Friends (COF) opened on October 1, 2012. COF has been created to enrich the lives of teenagers and young adults with special needs with an emphasis on social, life skill, volunteer and recreational activities. Its primary purpose is for participants to engage in meaningful ways within the community and create lasting relationships. I have enclosed a brochure, which provides further information. Additional information can also be found on our website at www.connectionoffriends.org.

It is my understanding from discussions held with Ms. Patricia Underhill, that following Village approval of this letter, Connection of Friends will be expected to complete and file a Class "E" Liquor License Application with the Village of Glen Ellyn.

If you have any questions or require any additional information, please do not hesitate to contact me.

Sincerely,


Terry L. Kline
President

A-6E

MEMORANDUM

TO: Deputy Chief William Holmer
FROM: Sergeant Brian Beck *hb*
DATE: November 30, 2012
RE: Proposal to add parking limits on Cottage Avenue



Mark Franz 3

Background

Cottage Avenue is currently a one-way street westbound from Main Street to Prairie Avenue. There are currently no parking restrictions on the north side of Cottage Avenue directly adjacent to the First Presbyterian Church of Glen Ellyn/Westminster Preschool.

Issues

Westminster Preschool at First Presbyterian Church offers classes Monday thru Friday during the school year. The classes are scheduled daily during two sessions: 09:00 AM -11:30 AM and 12:45PM - 3:00PM. Children are dropped off on the West side of the school via private driveway that runs from Cottage Avenue to Anthony Street. During the student drop off and pick up times vehicular traffic backs up onto Cottage towards Main Street. At the same time whenever vehicles are parked on the north side of Cottage there is no traffic lane allowed for the north side residents to leave their homes. This causes gridlock, and there is no way for a nearby resident to get down the street.

Recommendation

In review of the circumstances I recommend that we prohibit parking on the north side of Cottage Avenue from Main Street to the private driveway leading into the parking lot of the Westminster Preschool during school hours.

Action Requested

It is requested that the Village Board approve an amendment to section 9-5-7 of the Village Code to restrict parking on the North side of Cottage Avenue from the West line of Main Street to a point 275 feet West of Main Street on school days between 09:00 AM – 3:30 PM.

12/27 - I agree with this recommendation. hb

1/14 - I AGREE WITH THIS RECOMMENDATION → BM

ORDINANCE NO. _____ - VC

AN ORDINANCE TO AMEND SECTION 9-5-7
(SCHEDULE G; Parking Prohibited During Certain Hours)
OF THE VILLAGE CODE OF THE
VILLAGE OF GLEN ELLYN, ILLINOIS
(Regarding Parking on Cottage Avenue)

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 9-5-7 (SCHEDULE G; Parking Prohibited During Certain Hours) of the Glen Ellyn Village Code is hereby amended by the addition of the following:

Time Limit	Name of Street	District
No Parking on School Days 9:00AM-3:30PM	Cottage Avenue, North Side	From the West line of Main Street West to a point 275 feet West of Main Street

SECTION TWO: 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 _____, 20____.

AYES:

NAYS:

ABSENT:

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

Village President of the Village
of Glen Ellyn, Illinois

ATTEST:

Village Clerk of the Village
of Glen Ellyn, Illinois

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

VILLAGE OF GLEN ELLYN

ORDINANCE NO. _____ -VC

AN ORDINANCE TO AMEND SECTION 9-5-7
(SCHEDULE G; Parking Prohibited During Certain Hours)
OF THE VILLAGE CODE OF THE
VILLAGE OF GLEN ELLYN, ILLINOIS
(Regarding Parking on Cottage Avenue)

ADOPTED BY THE
PRESIDENT AND THE BOARD OF TRUSTEES
OF THE
VILLAGE OF GLEN ELLYN
DUPAGE COUNTY, ILLINOIS
THIS _____ DAY OF _____, 20____.

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

A-6F

MEMORANDUM

TO: Mark Franz, Village Manager

FROM: Staci Hulseberg, Planning and Development Director
Michele Stegall, Village Planner *MJS*
Daniel Dickerson, Planning Intern *DD*

DATE: January 21, 2013

FOR: January 28, 2013 Village Board Meeting

RE: Village and Downtown Signage and Wayfinding Design Plan – Consultant Selection



Background. In September of 2012, a Request for Qualifications (RFQ) was prepared and distributed for a Village and Downtown Signage and Wayfinding Plan. This project would consist of preparing a unified signage design for informational, directional and identification signs within the downtown and throughout the Village. The plan would also include recommendations for sign placement. Signage will be designed for public facilities, Village entryways, downtown gateways, public parking lots, and downtown directional information. A copy of the RFQ is attached.

The RFQ was posted on the Village’s website, the American Planning Association’s national and state websites, the CMAP website and was sent directly to 10 firms with expertise in the design of signage and wayfinding programs. Ten proposals were received by the November 1, 2012 deadline. Cost estimates ranged from \$25,000 to \$88,000 with varying degrees of reimbursable expenses (see attached list). The proposal review focused primarily on cost, applicant qualifications and the quality of previous similar work. A selection team consisting of individuals from Administration, Planning and Development and Public Works met to discuss and analyze the proposals. A clear front-runner was chosen as a result of the selection team’s discussion and a subsequent meeting with the team of The Lakota Group and Western Remac was held to discuss their proposal in more detail.

Recommendation. After conducting the meeting, the team of The Lakota Group and Western Remac is being recommended. A copy of their proposal is attached. The Lakota/Western Remac team submitted the lowest bid and is highly qualified in signage design, wayfinding and public outreach with broad experience working on similar projects. Lakota would be the lead consultant and the Village’s main contact. They would also be primarily responsible for signage design, public outreach and preparing the plan recommendations. Western Remac would be responsible for “front-end” feasibility analysis regarding the signage types, installation and cost. Both consultants have either local Glen Ellyn knowledge or previous experience working in Glen Ellyn.

The timeline for the project work as proposed by the consultant team was between 20 and 32 weeks. While meeting with the consulting team, the selection team expressed a desire for the wayfinding plan completion to roughly correspond with the completion of the streetscape plan and parking study (May or June). The consultants said that a completion time of approximately 20 weeks is

feasible with the project concluding in or before June 2013. We will be budgeting for the construction and installation of some of these signs in the FY 13/14 budget.

The Village Attorney has reviewed and approved a draft professional services agreement submitted by the consultant team. We are seeking Village Board approval of the final agreement.

The funds for this project were included in the Five Year Capital Improvements Program list discussed during last year's budget process, but not in the FY 12/13 budget line item. Therefore, a budget amendment is needed. Funds are available and will be added to the Capital Projects Fund account number 580100.

Action Requested. It is requested that the Village Board approve a motion to waive competitive bidding, approve the attached professional services agreement with The Lakota Group in the amount of \$25,000, and authorize a budget amendment in the amount of \$25,000 (Account number 40000-580100).

Attachments. List of Proposals Received
Contract
Request for Qualifications (RFQ)
Lakota Group/Western Remac Proposal

Cc: Julius Hansen, Public Works Director
Bob Minix, Public Works Professional Engineer

Village of Glen Ellyn
Downtown and Village Signage and Wayfinding RFQ

Firms	3 References	Stmnt of Quals.	past work	resumes	hourly rates	stmnt of approach	proposed cost	timeframe	Amount	Reimbursables	Time
Gary Weber and Associates	x	x	x	x	x	x	x	x	\$ 29,499		8-10 wks
Nicholas Associates	x	x	x	x	x	x	x	x	\$ 55,400		16 wks
Selbert Perkins	x	x	x	x	x	x	x #	x	\$ 75,000		16-20 wks
Merje Design	x	x	x	x	x	x	x	x	\$ 39,950	\$ 7,500	22-23 wks
SAA Design Group	x	x	x	x	x	x	x *	x	\$ 29,961		12 wks
Lakota Group	x	x	x	x	x	x	x	x	\$ 23,750	\$ 1,250	20-32 wks
Carol Naughton & Associates	x	x	x	x	x	x	x	x	\$ 88,465		
RLR Associates	x	x	x	x	x	x	x	x	\$ 34,500	\$ 4,000	19 wks
Cardosi Kiper Design Group	x	x	x	x	x	x	x	x	\$ 28,000	\$ 1,800	16-28 wks
American Classic (ACSM)	x	x	x	x	x	x	x	x	\$ 27,200		12-16 wks

Expenses: Design = \$60,000; Construction Documents = \$15,000; Travel expenses not included in quote

* Offers some fee reduction options in proposal

Median	\$ 32,231
Average	\$ 43,173

VILLAGE AND DOWNTOWN WAYFINDING AND SIGNAGE PROGRAM

VILLAGE OF GLEN ELLYN, ILLINOIS

Professional Services Agreement between THE LAKOTA GROUP and VILLAGE OF GLEN ELLYN, ILLINOIS

PROJECT APPROACH

The Lakota Group and Western Remac Team is excited about the opportunity to assist the Village of Glen Ellyn with the preparation of a Village and Downtown Signage and Wayfinding Plan focused on enhancing the community's identity. The plan, in its implementation, will provide Glen Ellyn's key attractions recognition from a local and regional perspective, as well as facilitate the movement of shoppers, visitors and residents to and through the Downtown from surrounding regional corridors. Creating connectivity or a "brand" for the community will not only increase the visual identity and sense of place, but will also guide motorists, pedestrians and cyclists through a clear, cohesive manner.

The signage design must:

- Identify Glen Ellyn at its entrance points.
- Enhance and promote the special identity of the Downtown through signage.
- Direct people to key locations at a pedestrian level—not only within the Downtown, but to other local attractions and entertainment, shopping and dining destinations.
- Assist in the navigation on the local corridors to municipal parking facilities within the Downtown.
- Create safer and less congested roadway conditions through properly designed and located directional signs.
- Develop an overall "image" of the community, especially Downtown.

It is our understanding that the project goal is to develop an overall design direction, complete shop drawings and a budget for the signage system, which will allow Glen Ellyn to make informed decisions about implementation of a comprehensive signage and wayfinding system that maximizes the use of the Downtown's assets and resources.

Using our team's extensive experience in developing wayfinding and signage programs, understanding of the Manual for Uniform Traffic Control Devices (MUTCD), as well as the requirements outlined in the Request for Proposals, we have developed the following Project Approach:

PROFESSIONAL SERVICES PROPOSAL

Glen Ellyn: Village and Downtown Wayfinding and Signage Program

PHASE 1: ANALYZE

The goal of this first phase is to collect and analyze the existing opportunities and constraints related to Glen Ellyn's community and downtown wayfinding and signage. This includes a comprehensive review and documentation of the existing Village signage, destinations, routes, sign types, and other complementary materials. Also as part of this phase, the preliminary sign types and signage family/program will be developed.

PHASE 2: CONCEPTUALIZE

The second phase will include the preparation of a range of signage design concepts to be reviewed, tested in the field, and refined into a preferred signage direction. These concepts will assist in the preliminary development of a project budget and phasing plan.

PHASE 3: DEVELOP

The preferred signage direction will be refined into a final shop drawings or "Design Intent Drawing and Standards" (D.I.D.S.) report that will be used in final public and applicable agency and commission reviews, public workshops and presentations and the creation of preliminary costs for budgeting/phasing purposes.

Following formal approval by the Village Board and any final refinements, the Village has the discretion to competitively bid the signage fabrication and installation of the sign elements or choose to continue to work with our Team and move into the final phase of our program, IMPLEMENT.

Whichever direction is chosen by the Village, the D.I.D.S. report will serve as a cohesive design standard and construction documentation for the wayfinding elements, which essential reflective the Village's and Downtown's identity.

PHASE 4: IMPLEMENT (ADDITIONAL SERVICES)

As stated in the RFP, the Village has the discretion to continue working with the selected design team and implement the sign program as a design/build effort. As the final phase of our approach, IMPLEMENT is where our Team will work closely with the Village to determine an appropriate phasing or implementation strategy to ensure the most impact from the program. At the same time, it will be fiscally responsible to the constituents and the community's budgets and capital improvement funds. As this program will be implemented over a projected 1-3 year period, our Team can layout the road map for a successful "end game" approach so that the adopted vision is carried through efficiently.

PROJECT SCOPE | TASKS

PHASE 1: ANALYZE

TASK 1. PROJECT START (MEETING #1)

Conduct a project start meeting with Village Staff to review signage issues and objectives regarding locations, constraints, opportunities, visibility, and conditions, as well as the Village's current sign codes and regulations and logos, colors and materials. Lakota will also gather any GIS or electronic base maps available from the Village Staff or County Departments.

TASK 2. COMMUNITY TOUR (MEETING #1)

Conduct a walking/driving tour of the Village with Staff to preliminarily identify wayfinding issues, signage constraints, vehicular/pedestrian circulation routes, and existing signage and banner conditions, including:

- Village entrances
- Main travel routes leading to Downtown from local regional corridors
- Main travel routes within Downtown
- Parking lot and municipal facility locations
- Downtown activity generator locations and cultural and/or historical sites
- Public plaza and open space locations

This tour will assist the Team in visualizing the built environment and will help us build upon our vast knowledge base of Glen Ellyn's current constraints and opportunities as it pertains to circulation, identity, amenities and missing pieces of the puzzle. The Lakota Team will conduct follow-up field visits/studies as needed throughout the process to further assess signage conditions and observe vehicular and pedestrian travel patterns and traffic flow.

TASK 3. VILLAGE STAFF REVIEW (MEETING #1)

Conduct a technical and detailed review meeting with Village Planning and Public Works staff. The goal of this review is to understand the Village's potential capacity to internally fabricate and ultimately maintain any signage developed through this process. A sustainable signage program is one that successfully integrates with the Village's budgets and staff capabilities.

TASK 4. IDOT REVIEW (MEETING #2)

Meet with Illinois Department of Transportation (IDOT) staff to identify and understand any challenges, opportunities, regulations and expectations related to placing Village signage within or adjacent to IDOT rights-of-way and within Village controlled rights-of-way.

TASK 5. DUPAGE COUNTY REVIEW (MEETING #3-SAME DAY AS IDOT REVIEW)

Meet with DuPage County staff to identify and understand any challenges, opportunities, regulations and expectations related to placing Village signage within or adjacent to DuPage County rights-of-way and within Village controlled rights-of-way.

TASK 5. PLAN & CODE REVIEW

Review and evaluate existing wayfinding and other complementary plans, the Village Comprehensive Plan, the current Downtown Strategic Plan, current Streetscape Master Plan and Parking Facility study findings to date, as well as State regulations related to roadways under IDOT jurisdiction. Concurrently, Lakota will be comparing the current signage with MUTCD standards and will continue to analyze the projects adherence to those regulations and restrictions.

The Team will work closely with the Village's consultant team conducting the Downtown Streetscape and Parking Study to ensure that our projects are coordinated properly and have the necessary cohesive elements and efforts moving forward.

TASK 6. EXISTING SIGNAGE AUDIT

Document the location, type, condition, and included information of each sign in the existing wayfinding system. Analyze the feasibility of reuse of any of the existing locations or materials. Prepare a photo catalog showing typical examples of the type, location, size/massing, and condition of Village signage and potential sign locations.

TASK 7. WAYFINDING ANALYSIS

Review existing data and prepare a diagram indicating existing key travel routes, decision points, circulation patterns and destinations. Prepare a summary outline of signage issues.

TASK 8. PRELIMINARY WAYFINDING PLAN

Develop a comprehensive list and hierarchy of sign types and wayfinding elements to be included in the signage family. Prepare a Wayfinding Plan that addresses optimal locations and orientation for directional, identity, and informational signage based on key decision locations, space availability and activity generators, addressing Village entrances, the Downtown and critical routes.

TASK 9. ADVISORY COMMITTEE MEETING (MEETING #4)

Conduct a public meeting with the Advisory Committee to review the ANALYZE phase input and the Preliminary Wayfinding Plan. This first public meeting will be widely advertised by the Village Staff. The Lakota Team can provide graphic posters or flyers, e-blast formats, etc. to aid in developing excitement, momentum and conversations about the public process.

PHASE 2: ENGAGE AND ENVISION

TASK 10. SIGN FAMILY DESIGN CONCEPTS

Generate conceptual level signage systems or “families” (at least 3 concepts for each sign type) that identify alternative sign style, overall theme, proposed materials, potential colors, conceptual identifiers/logos, and possible lighting options. Potential sign types include:

- Village Gateway Monuments (at boundaries/entrances)
- Downtown Gateway Monuments (at boundaries/entrances and possibly in plazas)
- External Directional Sign (for routes leading to Downtown)
- Internal Directional Sign (directs to activity generators and parking)
- Public Parking Signs (identity/directional at parking facilities)
- Public Facility Identification
- Decorative Downtown Street Signs
- Information Kiosks (for pedestrian locations)
- Pedestrian Level Directional Signs
- Medallion Identifiers and Special Event or Marketing Signage
- Identification Symbols or Destination Icons
- Commercial Corridor Banners

Drawings and sketches will be prepared to help define the character of the signage options, as well as the potential massing/placement of each sign type at recommended locations.

TASK 11. COST ESTIMATES

Lakota will prepare order-of-magnitude costs for each of the concepts to help in the review and comparison. The costs will include fabrication, installation and maintenance cost projections. As a Team of designers and “real-world” craftsman of wayfinding and identity signage, we truly understand the in’s and out’s of sign fabrication and the necessary materials, structures and overall integrity of these elements. All of these factors come into play when developing a realistic cost for implementation.

TASK 12. STAFF/COMMITTEE REVIEW (MEETING #5)

Conduct a meeting with Village Staff and the Advisory Committee to review the Conceptual Sign Systems and potential costs. Make any necessary refinements or revisions based on feedback from Staff or the Advisory Committee.

TASK 13. ONLINE REVIEW | SURVEY

Develop an online survey for the general public to view all sign family concepts and provide an opportunity for the visitors to vote on their preferred design theme and provide comments if desired. The online survey would be available for at least 2 weeks prior to a scheduled Advisory Committee meeting. The results of the survey will be presented at the Advisory Committee meeting.

TASK 14. ADVISORY COMMITTEE MEETING (MEETING #6)

Conduct a public presentation of the sign family concepts, developed to date, to the Advisory Committee. Along with the design themes, the results of the public online survey results and the fabrication and installation cost estimates will be discussed. The goal of this meeting will be to obtain feedback and a preferred design direction from the Advisory Committee.

With the assistance of the Lakota Team, this second public meeting will also be widely advertised by the Village Staff.

TASK 15. VILLAGE BOARD WORKSHOP (MEETING #7)

Based on direction received from the Advisory Committee, The Lakota Team will present a preferred, refined design theme to the Village Board of Trustees during a workshop presentation. This public presentation will assist Staff and the Team in ensuring that the presented design direction is concurrent with the Village Board's expectations prior to proceeding into the next phase.

PHASE 3: DEVELOP

TASK 16. MOCK-UP DEVELOPMENT AND REVIEW

Prior to developing the shop drawings of the preferred design theme, the Team will prepare simple, rigid mock-ups for select signs to review in the field with Village Staff and the Advisory Committee to confirm and determine that the general sign size, text size, mounting height, readability, and other factors are correct within their "natural" environment. The Team will make any necessary adjustments based on the in-field review before proceeding to the next task.

Lakota would work with the Public Works Department in placing the mock-ups in targeted locations for the review.

TASK 17. PLAN/DESIGN REFINEMENT

Based on input received from the public, Advisory Committee, the Village Board and the in-field mock-up review, the Lakota Team will refine the preferred sign design theme and wayfinding plan. Through this refinement process, the Team will prepare shop drawings or a D.I.D.S report that will include each selected sign type and provide specific dimensions, letter heights, material recommendations, suggested mounting and bracketing, typeface/color specifications, performance standards/wind-load calculations, foundation and installation details and an overall map and schedule of signage locations, types and messages. This document will, when finalized, act as the construction documents for the entire sign package. The report will be submitted to Staff and the Advisory Committee for review.

Lakota would work with the Public Works Department in placing the mock-ups in targeted locations for the review.

TASK 18. STAFF/COMMITTEE REVIEW (MEETING #8)

Conduct a meeting with Village Staff to review the D.I.D.S. and estimated costs. Make any necessary refinements or revisions based on feedback from Staff prior to the next public workshop.

TASK 19. ADVISORY COMMITTEE WORKSHOP (MEETING #9)

Present an executive summary of the D.I.D.S. report to the community at a public workshop for review and comment. The desired outcome of this meeting is a final clear direction and acceptance of the wayfinding and signage program from the Commission prior to a final presentation to the Village Board for consideration to adopt the signage and wayfinding plan.

TASK 20. VILLAGE BOARD PRESENTATION (MEETING #10)

Present the final draft of the Design Intent Drawings and Standards report to the Village Board for consideration of formal adoption. This could be conducted as either an open house format or a formal workshop with a presentation followed by small breakout discussion tables.

ADDITIONAL MEETINGS

The Lakota Team is prepared to attend two (2) additional public meetings at the request of the Village.

ESTIMATED TIME OF COMPLETION

The following is a general project schedule:

Phase 1: Analyze	1 to 2 months
Phase 2: Conceptualize	1 to 2 months
Phase 3: Develop	1 to 2 months

Lakota will work closely with Village Staff to refine the project scope and manage the project. The project shall be completed by the end of May 2013, dependent upon meeting scheduling and availability of Staff, Committee members and Workshop meetings.

ADDITIONAL SERVICES

If the Village desires to proceed with a public bid process for fabrication and installation of the sign program, the Lakota Team can provide additional tasks or work scope if desired and requested:

BID PACKAGING

Assist the Village in developing a list of qualified contractors and distributing the Design Intent Drawings and Standards Booklet to the contractors for bidding. The cost of this service shall not exceed \$2,200

PRE-BID MEETING

If needed, assist the Village in conducting a pre-bid meeting with interested contractors. The cost of this service shall not exceed \$1,650.

BID ANALYSIS

Prepare a bid analysis of the contractor submittals for Staff review. Assist in contractor selection. The cost of this service shall not exceed \$1,980.

DESIGN/CONSTRUCTION SCHEDULE

Assist Village Staff and the selected contractor in preparing a construction/installation schedule. The cost of this service shall not exceed \$1,100

CONSTRUCTION OBSERVATION

Assist Village Staff by conducting on-site observation visits periodically during the installation process and providing walk-through punch-lists after completion. The cost of this service shall not exceed \$3,650.

COMMUNITY BRANDING PROGRAM

Assist the Village in an overall Community Branding Strategy/ Effort that is correlated with the Community Signage design process. The cost to perform this additional service shall not exceed \$44,380.

PROJECT TERMS

Professional fees and reimbursable expenses for this assignment are estimated as follows:

Phase 1: Analyze	\$7,600
Phase 2: Conceptualize	\$9,000
Phase 3: Develop	\$7,150
Professional Fee Total Not to Exceed:	\$23,750
<u>Estimated Project Expenses (5% of fee)</u>	<u>\$1,250</u>
Total Project Budget Not to Exceed	\$25,000

Expenses will be billed at 1.1 times direct expense to cover administration and will include:

- **Travel** (mileage/tolls/parking/cabs/airfare/out-of-region meals & lodging)
- **Delivery** (postage/messenger/express)
- **Copying/Reproduction**
- **Sign Mock-Ups**
- **Long Distance Communication**
- **Renderings/Models** (if requested by client)
- **Miscellaneous | Special Project Supplies** (municipal documents, special reports, data)

The above fee estimates can be adjusted based on clarifications or changes to the work scope made by the Village. The fee includes all the meetings and site visits outlined in the Project Scope | Tasks. It does not include any additional meetings, project reviews, presentations, studies, plans, or designs other than those outlined above. If requested for Village budgeting purposes, the team will provide fee estimates for additional tasks.

Any additional services requested of Lakota or Western Remac will be billed on an hourly rate basis according to current hourly rates.

Lakota Hourly Billing Rates (2013):

- **Principal** \$240
- **Associate Principal** \$210
- **Vice President** \$190
- **Senior Associate** \$170
- **Project Planner/Designer/Manager** \$140
- **Planner/Designer** \$100-120
- **Research/Drafting Staff** \$85

Western Remac (2013):

- **Structural Engineer** \$125
- **CAD Draftsman|Designer** \$125

REIMBURSABLE EXPENSES

The Village will reimburse The Lakota Group for documented out-of-pocket expenses submitted in writing, including but not limited to transportation, lodging, meals, parking, tolls, copying/reproduction, printing/plotting, postage/express deliveries and others as applicable. The Consultant Team's out-of-pocket expenses for this project shall not exceed One Thousand Two Hundred Fifty Dollars (\$1,250).

PAYMENT SCHEDULE

Professional fees and expenses will be billed monthly for work completed. Unpaid invoices will bear 1.5% interest per month past 45 days. Either party may terminate this agreement 15 days after written notice. Lakota shall be compensated for all services performed up to this date.

QUALITY ASSURANCE/QUALITY CONTROL PLAN

Lakota will be responsible for the overall coordination of tasks with its sub-consultant firms. The subcontractor for this project shall be Western Remac. The Lakota team will be structured and organized to maintain efficient schedules for completing assignments while effectively managing current and future workloads. The quality of our services and deliverables will be maintained and enhanced by internal oversight and review by senior staff, including Lakota Principals and Project Managers. They will also play an active role throughout the planning process.

VILLAGE RESPONSIBILITIES

The Village shall provide full information about the objectives, schedule, constraints and existing conditions of the Project, and shall establish a budget that includes reasonable contingencies and meets the Project requirements. The Village shall provide decisions and furnish required information as expeditiously as necessary for the orderly progress of the Project. The Village shall furnish consulting services not provided by Lakota, but required for the Project, such as surveying, which shall include property boundaries, topography and utilities.

TERMINATION, SUSPENSION OR ABANDONMENT

In the event of termination, suspension or abandonment of the Project by the Village, Lakota shall be compensated for all services performed and expenses incurred to date. The Village's failure to make payments in accordance with this agreement shall be considered nonperformance and sufficient cause for Lakota to suspend or terminate services. Either Lakota or the Village may terminate this agreement after giving no less than seven days' written notice if the project is suspended for more than 30 days, or if the other party substantially fails to perform in accordance with the terms of this agreement.

INSURANCE

Lakota shall provide the Village with a certificate of insurance naming the Village, its board members, employees and agents, as additional insured with an insurance company with the types of coverage and amounts of coverage acceptable to the Village.

PREVAILING WAGE

The following shall pertain to all design work and consultant services listed within this contract. Any fabrication or construction of signs, monuments, banners or any other related physical product that shall occur or influenced by the work completed within the final design package, created by Lakota and their subcontractors, shall be contracted by the Village independent of this agreement:

To the extent that the Prevailing Wage Act applies, to pay and require every Subcontractor to pay prevailing wages as established by the Illinois Department of Labor for each craft or type of work needed to execute the contract in accordance with 820 ILCS 130/01 et seq. Lakota shall prominently post the current schedule of prevailing wages at the Contract site and shall notify immediately in writing all of its Subcontractors, of all changes in the schedule of prevailing wages. Any increases in costs to Lakota due to changes in the prevailing rate of wage during the terms of any contract shall be at the expense of Lakota and not at the expense of the Village. The change order shall be computed using the prevailing wage rates applicable at the time the change order work is scheduled to be performed. Lakota shall be solely responsible to maintain accurate records as required by the prevailing wage statute and to obtain and furnish all such certified records to the Village as required by Statute. Lakota shall be solely liable for paying the difference between prevailing wages and any wages actually received by laborers, workmen and/or mechanics engaged in the Work and in every way defend and indemnify the Village against any claims arising under or related to the payment of wages in accordance with the Prevailing Wage Act. The Illinois Department of Labor publishes the prevailing wage rates on its website at <http://www.state.il.us/agency/idol/rates/rates.HTM>. The Department revises the prevailing wage rates and the contractor/subcontractor has an obligation to check the Department's web site for revisions to prevailing wage rates. For information regarding current prevailing wage rates, please refer to the Illinois Department of Labor's website.

CONFLICT OF INTEREST

Lakota hereby certifies to the best of its knowledge that no person associated with the company or its subcontractor, Western Remac, has any interest that would conflict in any manner or degree with the performance of this Agreement.

Please indicate acceptance of this agreement by signing one copy and returning it to our office listed below. Lakota will begin work after receiving written authorization to proceed via fax, mail or messenger.

The Lakota Group appreciates the opportunity to provide the Village of Glen Ellyn with Professional Planning and Design Consulting Services.


Scott Freres, RLA, ASLA
Principal
The Lakota Group
212 W. Kinzie Street, Floor 3
Chicago, Illinois 60654
312.467.5445 / 312.467.5484 (fax)

Name

Title/Village of Glen Ellyn, Illinois

Date

**VILLAGE OF
GLEN ELLYN**



**REQUEST FOR
QUALIFICATIONS**

**Downtown and Village Signage and Wayfinding
Plan**

September 24, 2012

Overview

The Village of Glen Ellyn is seeking the services of a consultant with expertise in branding, signage and municipal wayfinding to prepare a unified signage design within, and leading into, the downtown area as well as updated gateway signage at major Village entries. The signage and wayfinding plan will include different informational and directional signs with a unified design style and recommendations for strategic sign placement and implementation cost. The purposes of the project are to:

- Better direct pedestrians, motorists and cyclists to and within the downtown
- Foster a greater sense of connectivity within the Village
- Update the overall aesthetics of the downtown
- Establish a cohesive signage design and image
- Publicize information about downtown amenities and events
- Direct customers to commercial businesses outside the core (on the fringe of) the downtown
- Welcome the public to the downtown and the Village
- Identify public parking locations within the downtown
- Provide attraction signage for critical locations throughout the community

The Village wishes to have the plan completed by early 2013 in concert with a downtown streetscape plan and parking study currently underway. The selected consultant must be prepared to work diligently and efficiently with Village staff, volunteer commissions, community members and businesses in order to see this important project achieved by the desired deadline. This RFQ covers only the design of signage and wayfinding improvements and the Village reserves the right to either retain the services of the selected consultant for fabrication and installation or select a separate company. The Village welcomes either design firms or design/build firms with experience in municipal signage programs to submit. The Village plans to complete the sign design plan this fiscal year and to implement the plan in the following 1-3 fiscal years.

Background

In October 2009, the Village adopted a Downtown Strategic Plan. A copy of the plan can be found at www.glenellyn.org. The downtown signage and wayfinding project is intended to further the goal of the Strategic Plan in creating an *"economically-viable Downtown that is attractive to citizens and businesses."* More specifically, signage and wayfinding improvements are recommended as short-term goals of the Plan (see Exhibit A). The scope of this project within the Downtown Strategic Plan was limited to the 2 mile Main Street corridor but the Village would like to see it expanded to other important corridors leading into the downtown and the Village.

The Village recently commissioned the team of Houseal Lavigne and Associates, Gary Weber and Associates, Engineering Resource Associates and Walker Parking Consultants to complete a streetscape plan and parking study for the downtown. The streetscape plan will take into consideration the location of improved signage and wayfinding. It is also expected to include recommendations for such things as better-defined crosswalks, the introduction of additional hardscape materials, enhanced landscaping and an overall consistency of design elements. The selected consultant for the downtown signage and wayfinding plan will be expected to coordinate this project with the streetscape plan.

The Alliance of Downtown Glen Ellyn, a newly formed organization that provides marketing and event planning for the downtown, recently undertook a branding study (see Exhibit B). As a result of the study, the Alliance had new banners designed and placed on light posts within the downtown. While the consultant will be working directly with Village staff, the Village will involve the Alliance, downtown

businesses owners and downtown property owners in the signage and wayfinding planning process and anticipates that the Alliance's branding study will be a source of influence for the final product.

Existing Conditions

The Village of Glen Ellyn is located approximately 25 miles west of Chicago and has a population of 27,400. A map of the Village taken from the 2001 Comprehensive Plan and highlighting transportation corridors is attached to this RFQ (see Exhibit C). Glen Ellyn is an attractive and desirable suburban community noted for its quality residential neighborhoods, "small-town" atmosphere, historic downtown, and variety of public and institutional amenities. The downtown covers approximately 72 acres (.112 square miles), includes approximately 200 parcels, and contains 2 zoning districts; the C5A Central Business District Central Retail Core and the C5B Central Business District Central Service Sub-district (see Exhibit D for a map of the downtown). The downtown is one of three commercial areas in the Village (the others include the Roosevelt Road corridor and the Historic Stacy's Corners intersection). There are a number of historic buildings in the Downtown as well as a handful of more recent developments.

In the heart of downtown Glen Ellyn is a Metra train station that provides easy access to and from Glen Ellyn. An estimated number of 130 commuter and freight trains pass through the downtown each day. As a result, the rail line effectively divides the central business district into a north side and south side. The Illinois Prairie Path, a 61-mile multi-use path running from Elgin to Forest Park, runs alongside the railroad tracks through the downtown. To the northeast of downtown lies Glenbard West High School, an attractive and historic campus, and Lake Ellyn, a picturesque open space and scenic location for many community events.

The current downtown signage does not meet the goals set forth in the Downtown Strategic Plan. Many signs are not strategically located and lack design consistency (see Exhibit E). A variety of different types and styles of signs are also located in the downtown. Some signs have images of the Village logo (see exhibit F) and others incorporate the new Alliance branding. The downtown contains a number of one-way streets which can make navigating the area difficult for visitors and parking difficult to find. This difficulty is compounded by insufficient directional signage and identification.

Scope of Work

The selected consultant will be expected to work with Village staff, the Architectural Review Commission (ARC) and the Village Board of Trustees (Village Board) to complete the downtown and village signage and wayfinding plan. In completing the project, the consultant should perform the following tasks:

1. *Kick-off meeting with Village staff*
The consultant will meet with Village staff to review the scope of services, project timeline, share relevant information and documents, and answer any questions.
2. *Develop three (3) potential design formats*
Designs should be provided for each primary recommended sign type including such things as public parking signage, directional signage, gateway signage, etc.
3. *Release an online survey with the three designs*
An online survey will be made available two weeks prior to the first ARC workshop and provide an opportunity for the public to vote on their favorite design and write in additional comments. The results of the survey will be presented to the ARC along with the design work of the consultant.

4. *Present designs to ARC at a public workshop*
Present and receive feedback from the ARC at a public meeting on the three potential signage designs. Rough cost estimates should be provided for the three designs. The meeting will be widely advertised. The Village will coordinate with the Downtown Alliance to inform downtown business and property owners, and the meeting will be advertised on the Village website through e-blasts, direct contact, press releases and other appropriate means.
5. *Presentation of the ARC-recommended design at a Village Board Workshop*
The consultant will present the preferred design as recommended by the ARC at a Village Board workshop to ensure the Board's concurrence on the direction of the Signage and Wayfinding Plan.
6. *Prepare Preliminary Downtown Signage and Wayfinding Plan*
Using the feedback received from the ARC and Village Board, the consultant will prepare a preliminary downtown and village signage and wayfinding plan. The plan should depict the design of each proposed sign type and include a map showing the location of each where appropriate. A cost estimate for manufacturing and installation of the signage should be included.
7. *Meeting with the ARC*
Present the preliminary signage and wayfinding plan to the ARC at a widely advertised public meeting and receive comments from the public. The ARC will then make a recommendation on the plan to the Village Board.
8. *Prepare Revised Signage and Wayfinding Plan(if needed)*
Revise the signage and wayfinding plan based on feedback received at the ARC meeting.
9. *Meeting with the Village Board*
Present the proposed signage and wayfinding plan to the Village Board of Trustees at a workshop meeting and receive comments from the Village Board. If no revisions are needed, the plan could be adopted at the Village Board meeting that same night following the workshop.
10. *Final Presentation to the Village Board and Plan Approval*
The revised downtown signage and wayfinding plan will be presented to the Village Board for adoption.

If needed, the selected consultant should be prepared to attend up to an additional 2 public meetings of the Village's choice.

Desired Outcome

The final downtown signage and wayfinding plan should be in report format including appropriate illustrations and recommendations. The following details should be included in the final document:

1. Designs for at least the following different types of signs:
 - a) Village Entry Signage- Welcome signs to be placed along major entry corridors into the Village such as Main Street, Roosevelt Road, Geneva/St. Charles Road, Park Boulevard, Crescent Boulevard and Hill Avenue.

- b) Downtown Gateway Signage- To be located along major corridors leading into the Downtown area including such intersections as Main Street and Roosevelt Road, Main Street and St. Charles Road (Historic Stacy's Corners) and Crescent Boulevard near Glenbard West High School.
 - c) Downtown Directional Signage- A variety of directional signage for motorists, pedestrians and cyclists to include signs leading to shops, parking, the train station, Lake Ellyn, the Illinois Prairie Path, schools and other points of interest.
 - d) Downtown Informational Signage- Two two-sided informational kiosks currently exist within the downtown containing a map identifying the location of shops and restaurants as well as a bulletin board.
Recommendations for additional informational signage that may or may not mimic the design of the existing kiosk should be included.
 - e) Public Parking Lot Signage- To be placed at parking lot entrances and indicating the type of parking, time restrictions and the price to park, if applicable.
 - f) Downtown Street Signage- As deemed appropriate by the consultant.
 - g) Public Facility Signage – For Village owned buildings and parkland.
2. The plan should reflect and accentuate the unique character of the Village and take into consideration all existing public signage throughout the Village, including park and school district signage. The plan should align with guiding documents such as the Comprehensive Plan, Downtown Strategic Plan, Appearance Review Guidelines, Streetscape Plan and the design criteria in this RFQ.
 3. A narrative explaining the thoughts and ideas behind the design, purpose of different sign types and importance of suggested locations.
 4. A map or plan depicting the locations of all suggested signage.
 5. Cost estimates for the purchase, fabrication and installation of suggested signage broken down by sign type and number.
 6. Shop drawings for each sign including wind load calculations.

Note: At the conclusion of this project, the designs, plan and shop drawings shall become the intellectual property of the Village of Glen Ellyn.

Submission Requirements

Interested consultants should submit 6 hard copies and 1 digital copy on disc of a response to this RFQ that incorporates the information listed below.

1. **Consultant Information**
 - a. 1-2 page statement of qualifications including past experience working with municipalities on similar signage and wayfinding projects.
 - b. At least 3 references, with contact information, from municipalities for which similar signage and wayfinding projects have been completed.
 - c. At least 3 examples of past work in the design of municipal signage and wayfinding.
 - d. Key team members' resumes and proposed role in the project.
 - e. Hourly rates for each team member.
2. **Project Information**
 - a. 1-2 page statement of approach that would be used for completion of the project.

- b. Proposed cost to complete work.
- c. Estimated timeframe to complete plan.

Evaluation Criteria

The proposal will be reviewed based on the following criteria:

1. Reputation of the consultant.
2. Experience of the consultant in completing similar municipal projects.
3. Experience of the consultant in overseeing public review processes and obtaining community input.
4. Perceived quality of past work as determined by the Village.
5. General project approach.

The Village may choose to interview finalists prior to a final decision being made.

Disclosure

The reply requested from applicants to this Request for Qualifications will be considered by the Village to determine whether it wishes to enter into an arrangement without the formal bidding process. When a Request for Qualifications is sought, the Corporate Authorities may discuss the application with any party which submits a response and the nature of the proposal may be modified and alternative financial arrangements may be sought and agreed to with any applicant. These Requests for Qualifications are sought by a governmental body which is seriously interested in entering into a contractual relationship.

Budget

The Village has set aside a specific amount of money for the design portion of this project to be used by the end of FY 2012 (April 30, 2013). There will be additional funding in upcoming fiscal years for implementing the signage and wayfinding design.

Inquiries

All inquiries should be directed to:

Staci Hulseberg, AICP
Planning and Development Director
Village of Glen Ellyn
535 Duane Street
Glen Ellyn, IL 60137
Phone: 630-547-5241
Email: shulseberg@glenellyn.org

Deadline

All responses should be submitted to the attention of Planning and Development Director Staci Hulseberg no later than 4:00 pm on November 1, 2012. Late submissions will not be considered.

Exhibits

- Exhibit A- Excerpt from Downtown Strategic Plan
- Exhibit B- Samples of Alliance of Downtown Glen Ellyn logo and branding
- Exhibit C- Map of Glen Ellyn from 2001 Comprehensive Plan
- Exhibit D- Map of Downtown Glen Ellyn
- Exhibit E- Samples of Existing Signage
- Exhibit F- Samples of the Village of Glen Ellyn logo

Exhibit A

6. Design and Install Public Signage, Wayfinding, and Streetscaping Infrastructure

Install new signage and streetscape features along the 2.0-mile Main Street corridor, including gateways at select intersections.

Downtown Glen Ellyn is surrounded by single family neighborhoods, and is traversed by railroad tracks, a recreational path, and local streets. The approach to the Downtown from major arterials is critical to the success of the Downtown. At their respective intersections with Main Street, Roosevelt Road carries an Average Annual Daily Traffic (AADT) of 40,550 vehicles, and Geneva/St. Charles Roads carry an AADT of 18,850 vehicles. Gateways, special intersection pavement, and a unique lighting and landscaping design for the two-mile corridor is a critical element to help visitors find their way Downtown.

Once the visitors are in the Downtown, informational signage to guide people to stores, restaurants, the train station, public parking, and public spaces is necessary. All signs must have a uniform theme; however, some adjustments for detail are necessary, such as large fonts and graphics for auto-oriented signage and small fonts and graphics for bicycle and pedestrian-oriented signage.

Limited parkway space (the area between the sidewalk and the street) contributes to the less-than-ideal streetscaping that includes overhead wires and poorly-pruned street trees. Streetscaping with buried overhead wires, brick pavers and special landscaping at select intersections, infill of new street trees, and a consistent wayfinding, lighting, and landscaping scheme along the two-mile corridor, will enhance the experience to and from the Downtown.

Source of Funds and Resources

Village of Glen Ellyn

Illinois Transportation Enhancement Program

Tax Increment Financing (TIF)

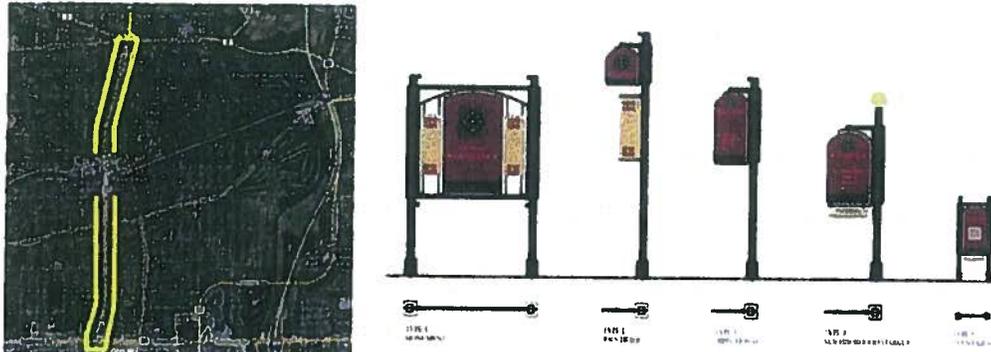


Figure 47: Main Street Corridor and a Uniform Wayfinding Sign Package. Source: Town Builder Studios

Excerpts and Images from the Alliance of Downtown Glen Ellyn Branding Study

4.0

downtown Glen Ellyn brand guidelines

All images, whether they are Glen Ellyn associated, licensed or royalty free images, need to adhere to the photography criteria.
When Glen Ellyn images are used, they need to be fit and composed as professionally as other images in the brand library.
No amateur, poorly fit, poorly composed images allowed.

Criteria

- authentic
- compelling
- engaging
- timeless + modern
- real-life moments
- dynamic crops
- natural, unposed, not staged
- non-cluttered backgrounds

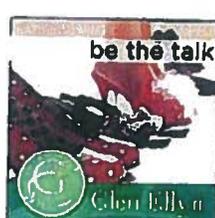
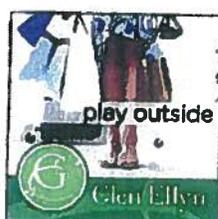
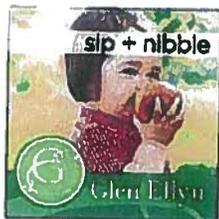
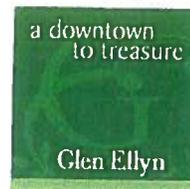
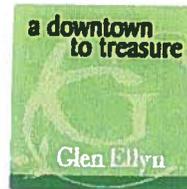
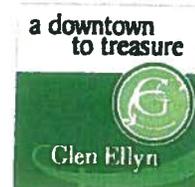
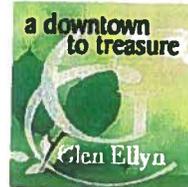
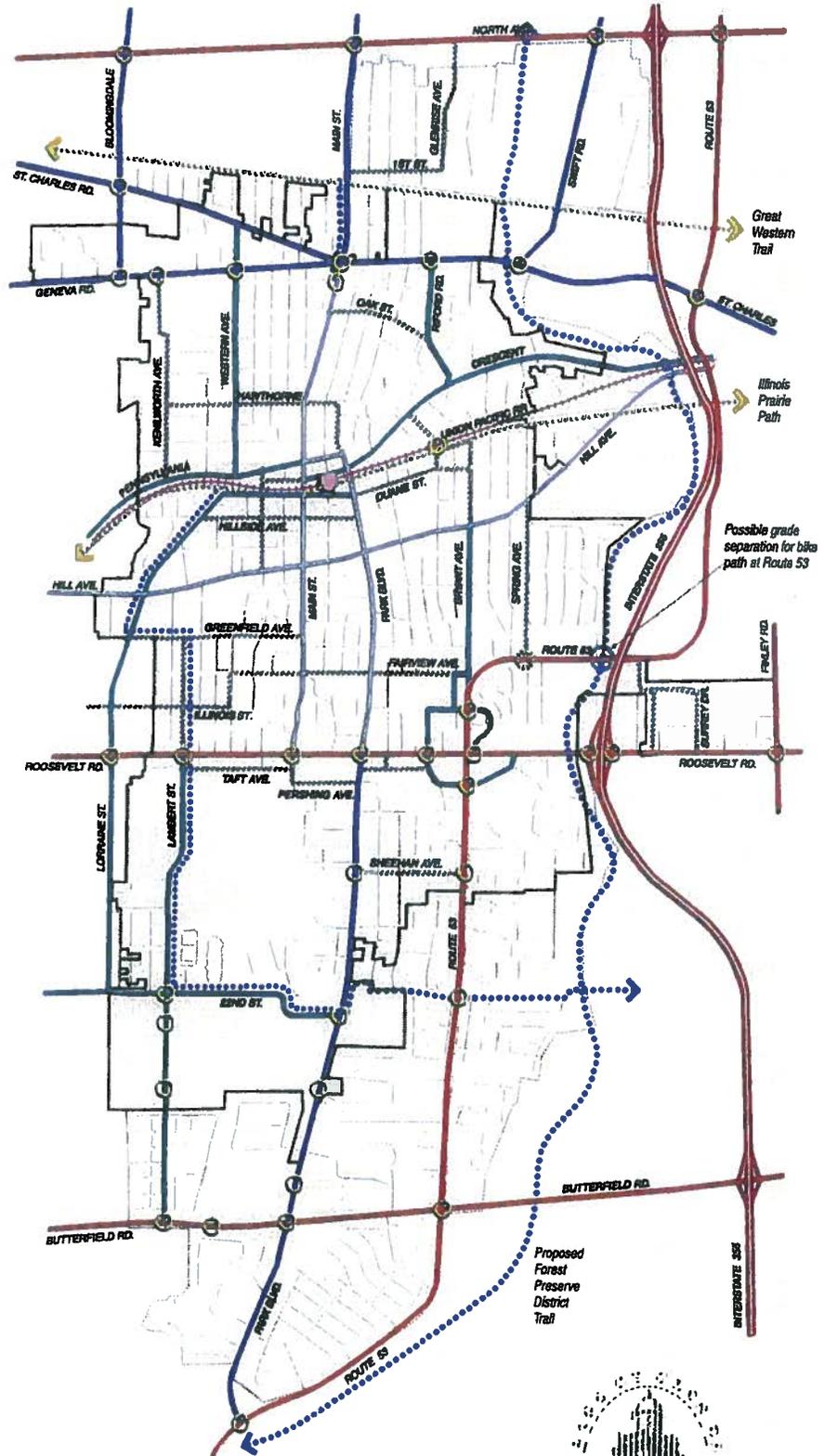


Figure 8
Transportation Policies

Glen Ellyn is a built-up community with a well-developed transportation system. The Community-Wide Plan strives to maintain and protect the structure and character of the existing transportation system, while providing enhancements to address the changing needs of the community and the effects of area-wide traffic. The Plan presents guidelines for the maintenance and upgrade of existing streets, parking, and commuter facilities and the enhancement of neighborhood traffic management and pedestrian and bicycle access throughout the community.

- Map Legend:**
- Expressway
 - Regional Arterial Street
 - Local Arterial Street
 - Village Arterial Street
 - Community Collector Street
 - Neighborhood Collector
 - Local Street
 - Existing Traffic Signal
 - Proposed Traffic Signal
 - Union Pacific Rail Line
 - Commuter Rail Station
 - Existing Bicycle Trails
 - Proposed Bicycle Trails



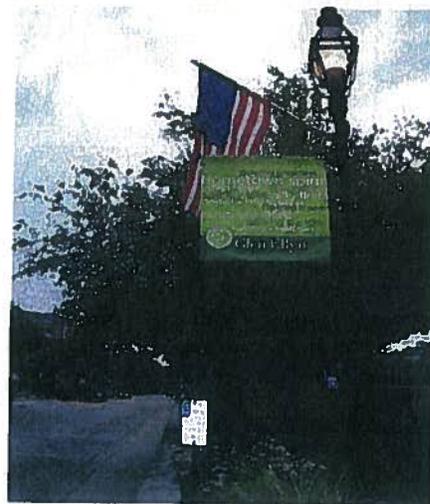
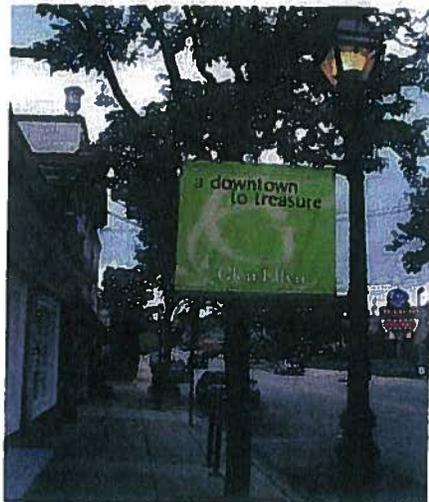
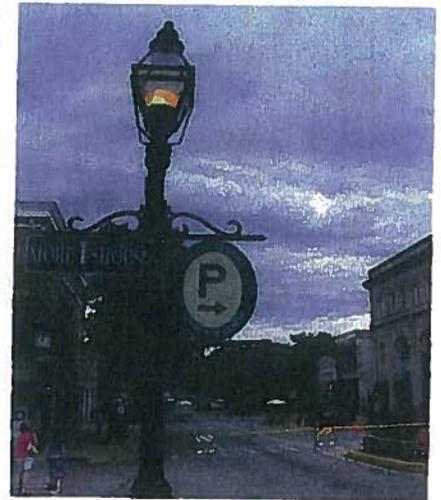
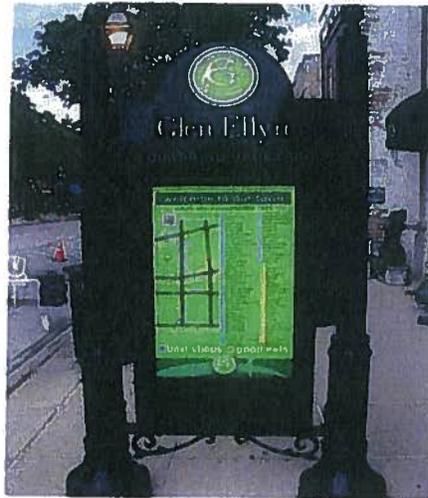
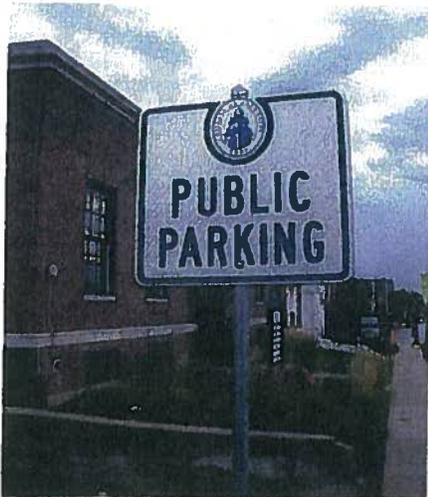
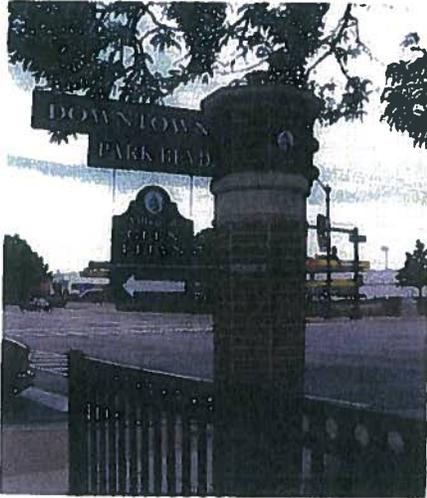
Comprehensive Plan • Village of Glen Ellyn, Illinois

Prepared by Trkla, Pettigrow, Allen & Payne, Inc. • Parsons Transportation Group • April 2001



Exhibit E

Samples of Existing Signage within the Village of Glen Ellyn



Sample Village Logos



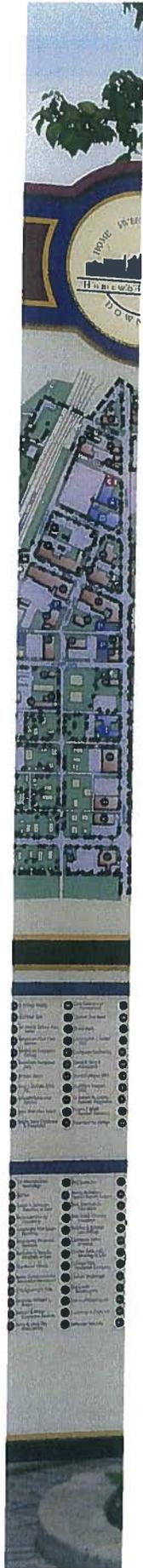


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Ms. Staci Hulseberg, AICP
Planning and Development Director
Village of Glen Ellyn
535 Duane Street
Glen Ellyn, IL 60137

November 1, 2012

Re: Downtown and Village Signage & Wayfinding Plan

Dear Ms. Hulseberg:

On behalf of **The Lakota Group** and **Western Remac**, we are pleased to present our professional services proposal to assist in the development of a Downtown and Village Signage and Wayfinding Plan for the Village of Glen Ellyn.

We understand that Glen Ellyn is looking for a cohesive community identity and image that will be reflected in signage that is consistent with the community's character. The Lakota Team intends on identifying the critical locations for signage placement that will help direct motorists, pedestrians and cyclists to key areas in Glen Ellyn, such as the College of DuPage, Village Links of Glen Ellyn or its historic downtown.

Our team comprises skilled professionals that will provide Glen Ellyn with an achievable outcome it is seeking for this project. Our plan will reflect and accentuate Glen Ellyn's unique character and will take into account existing signage throughout the village, and we will explain the reasoning behind the design, purpose of different sign types and importance of the chosen locations.

We are excited about the project and the prospect of working with Glen Ellyn. We look forward to discussing our submittal with you and your selection committee in person. Please feel free to contact me with any questions you may have. You may reach me at sfreres@thelakotagroup.com or directly at 312-498-5433.

Sincerely:

Scott Freres, RLA, ASLA
Principal
sfreres@thelakotagroup.com



COVER LETTER



PARK RIDGE, ILLINOIS: UPTOWN REDEVELOPMENT SIGNAGE

QUALIFICATIONS

WHY OUR TEAM

For this project, **The Lakota Group** and **Western Remac** are teaming up to assist the Village of Glen Ellyn with the preparation of a Downtown and Village Signage and Wayfinding Plan focused on enhancing the community's identity.

We understand that the end goal is to develop a cohesive signage design for all of Glen Ellyn to better direct motorists, pedestrians and cyclists, as well as foster a greater sense of connectivity. The Lakota team has extensive experience in wayfinding and signage design in communities such as:

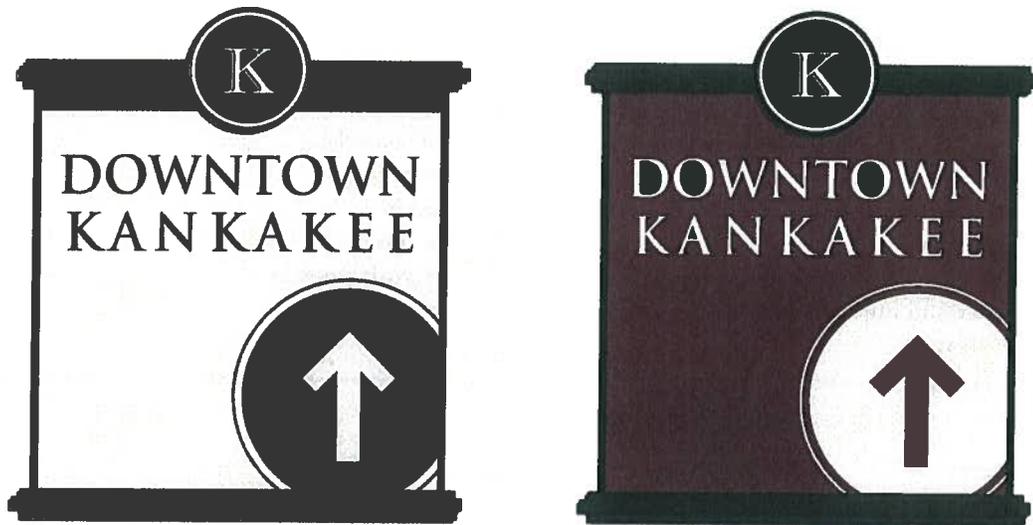
- Elmhurst - Established a "Cultural Trail" that links Downtown, Wilder Park and Elmhurst College
- Illinois Medical District - Provided color-coded wayfinding and identity signage for institutions, such as Chicago Technology Park, University of Illinois, Rush Medical Center, VA Medical Center and Cook County Hospital.
- Quad Cities, Illinois & Iowa - Designed signs that were locally-fabricated to provide a color-coded identifier for a regional bike trail and incorporated a contextual "environmental art component" in the form of interchangeable "pole toppers."

Our Team intends to bring diverse knowledge sets and experience, as well as an energetic approach to this assignment. We also pride ourselves on fostering positive dialogue with all stakeholders through engaging community outreach and participation processes tailored to each community's unique personality. We do not provide a 'cookie cutter' approach and pride ourselves on going above and beyond the work scope to ensure successful implementation strategies of the wayfinding and signage plans we create.

THE LAKOTA GROUP

The Lakota Group, based in Chicago, Illinois, was established in 1993 to serve a wide range of public and private sector clients with professionals that are widely recognized for their large and small scale planning and urban design projects and expertise in community relations and participation processes. The firm's projects have included downtowns and comprehensive community plans, commercial corridor plans, parks and greenways, streetscapes, wayfinding, signage and branding efforts, public spaces, waterfronts and river corridors, neighborhood revitalization plans, design guidelines and form-based codes, transit-oriented developments, historic preservation plans, medical districts and mixed-use developments.

Experienced Lakota staff and associates have provided services to more than 200 communities throughout the country. The firm's approach is reflected in its name, "Lakota", which is a Native American word meaning "allies". Lakota professionals share a strong respect for the land and built environment, a sense of community and a desire to bring people together, to work together as allies for positive change.



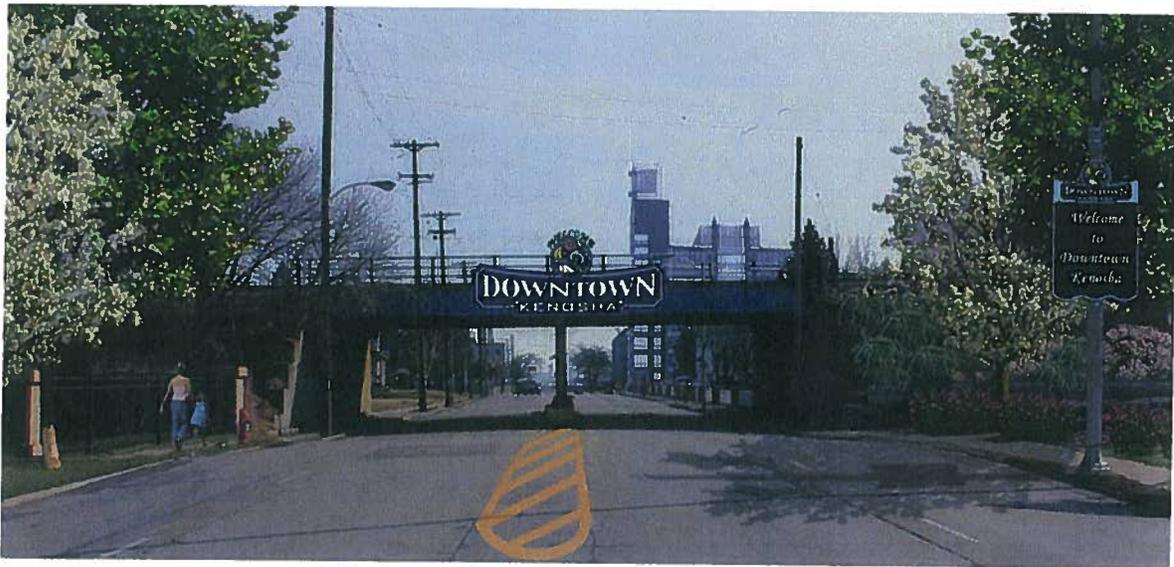
WESTERN REMAC INC.

Our philosophy of working closely with customers, drives our project management and engineering support operations, and fuels our commitment to building and maintaining long term partnerships.

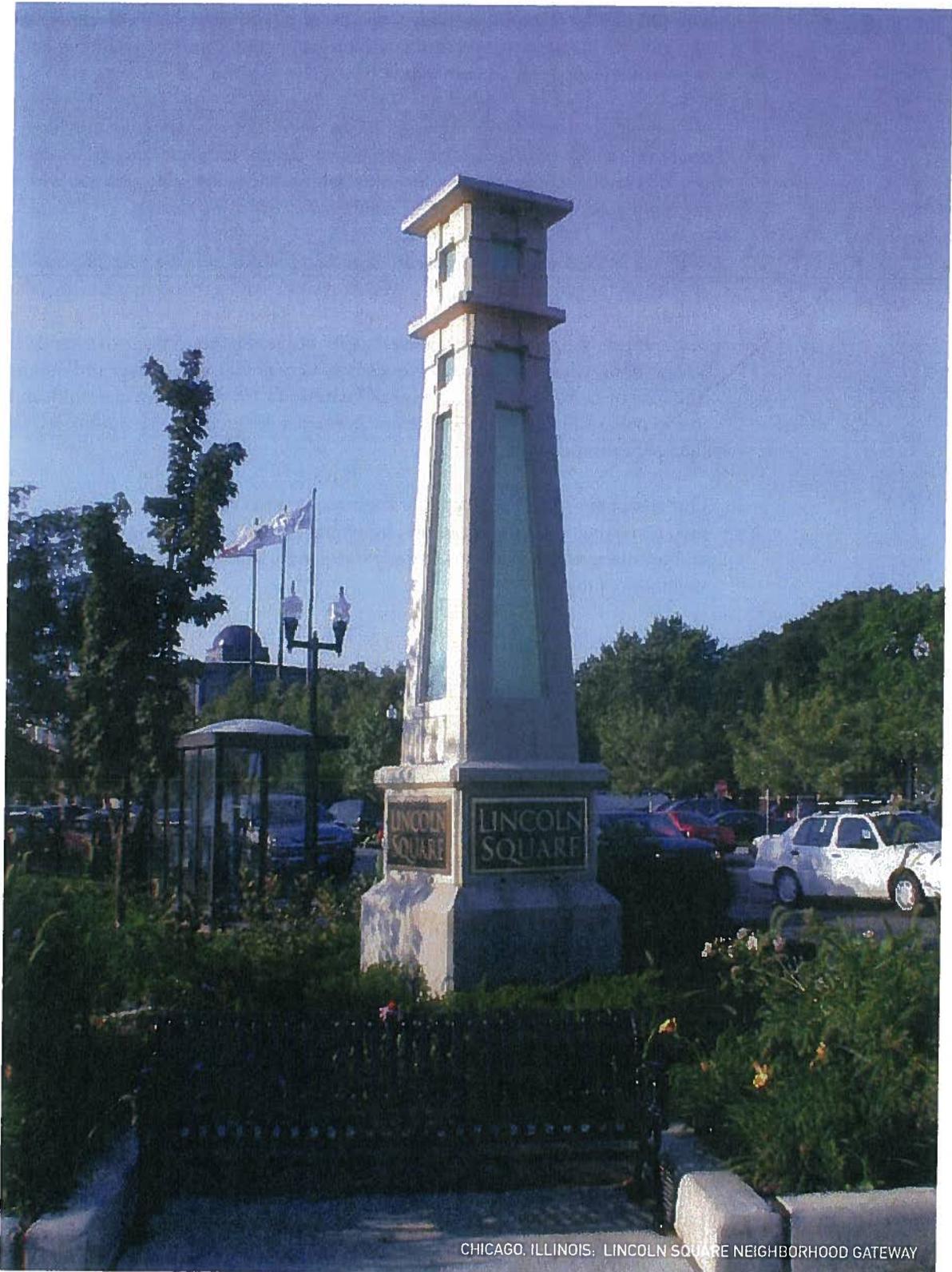
We are acutely aware of the value and importance of providing close, individual attention to each project creative and practical design, excellent fabrication, successfully installed, implemented, on-time, within budgetary requirements, with the common goal of public safety and a competitive cost-of-ownership.

WRI has built numerous community branding projects over the past 20 years. Examples of our gateway entry and wayfinding work can be found in numerous communities, parks, airports and major venues throughout the Chicagoland area; City of Elmhurst, Village of La Grange Park, City of Des Plaines, Village of Oak Park, Village of St. Charles, Village of Woodstock, City of Chicago, Village of Frankfort, The City of Hobart, Indiana, Village of Lemont, O'Hare/Midway, and Soldiers Field just to name a few. In addition, we just finished a design build wayfinding job for Bartlett, valued at \$170,000.

Our company's staff is composed of engineers, project managers and skilled craftsmen consisting of union carpenters, ironworkers, laborers, operating engineers and teamsters which enable us to design, engineer, fabricate and safely install your wayfinding program.



QUALIFICATIONS



CHICAGO, ILLINOIS: LINCOLN SQUARE NEIGHBORHOOD GATEWAY

REFERENCES

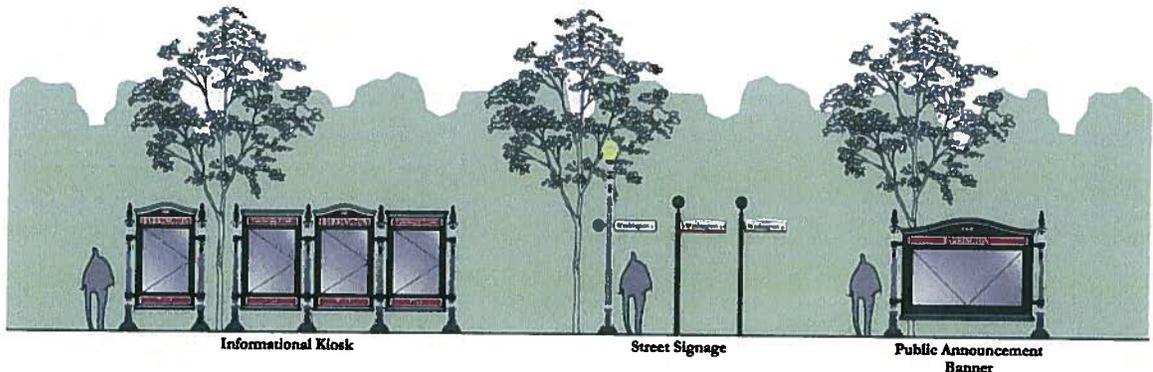
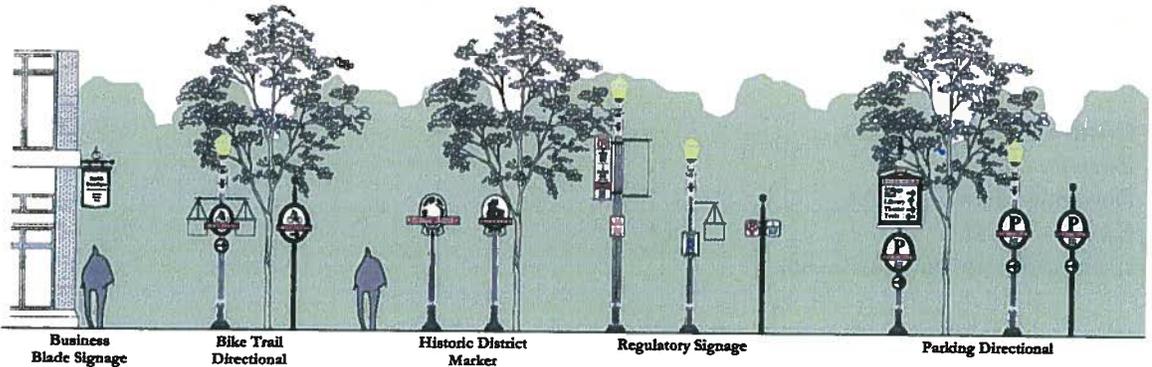
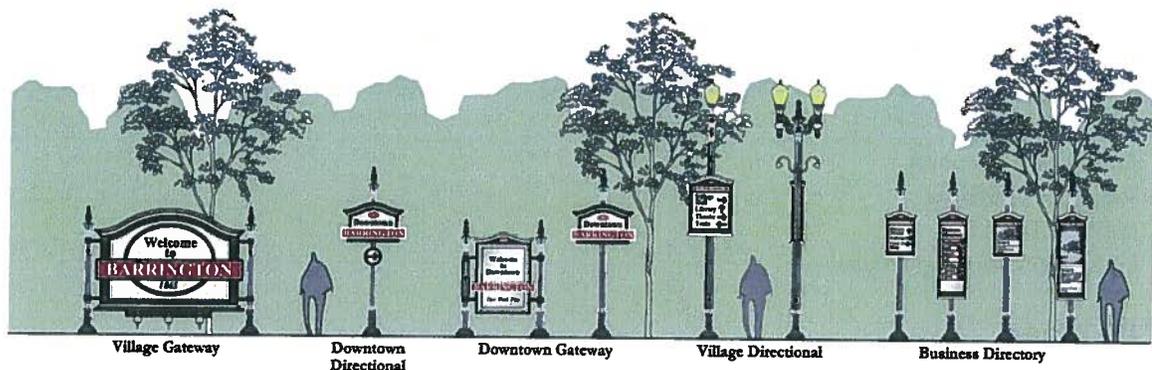
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cristina@downtownferndale.com



REFERENCES



RELEVANT EXPERIENCE

BARRINGTON, ILLINOIS

VILLAGE CENTER - WAYFINDING PLAN & SIGNAGE DESIGN

Lakota was retained by the Village of Barrington to develop a Wayfinding Plan and design a Signage System to enhance community identity and branding, and facilitate visitor, commuter, shopper, and pedestrian movement to and within its downtown.

The Signage System includes gateways which will identify community entrances/borders, directional signage, business directories, and commuter and parking information. It also creates special identities for both the downtown and its historic district. The comprehensive Wayfinding Plan delineates the locations and type of signs to be placed throughout the Village.

Project Reference

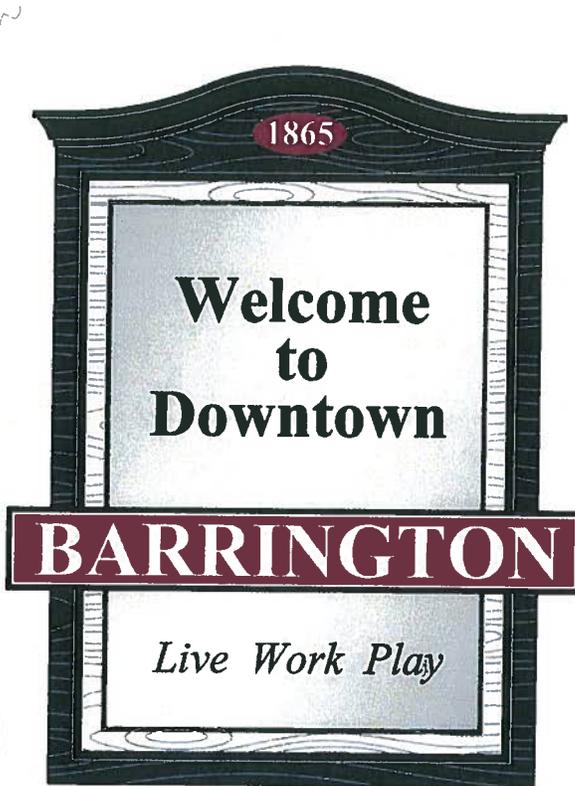
Peg Blanchard

Director of Economic Development

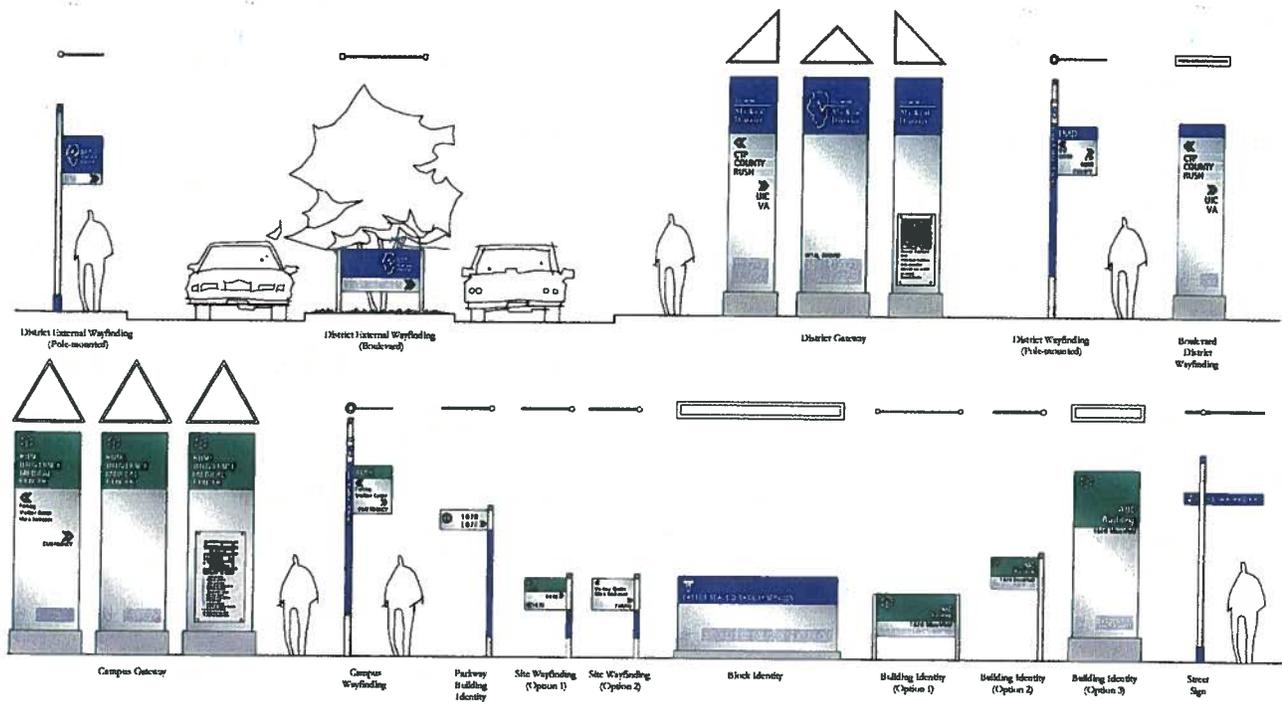
Village of Barrington

(847) 304-3471

pblanchard@barrington-il.gov



RELEVANT EXPERIENCE



RELEVANT EXPERIENCE

CHICAGO, ILLINOIS ILLINOIS MEDICAL DISTRICT - WAYFINDING & SIGNAGE

The Illinois Medical District Commission, a state authority, engaged Lakota to provide the design of a unified signage system for a medical/technology environment that includes Chicago Technology Park, University of Illinois, Rush Medical Center, VA Medical Center, and Cook County Hospital. The design provides color-coded wayfinding and identity signage for the District, campuses, blocks, sites, parking and buildings.

Project Reference

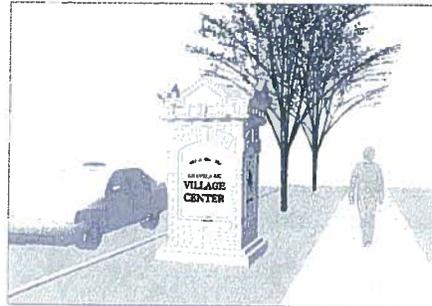
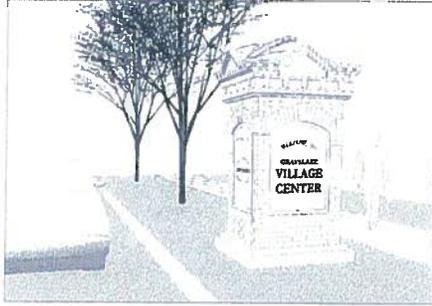
Mark Jamil
Chief Legal Council
Illinois Medical District
(312) 738-5800
mjamil@medicaldistrict.org



RELEVANT EXPERIENCE

G Village Center Gateway

3D Model Views



Village of
Grayslake
SIGNAGE AND
WAYFINDING
PLAN

Prepared By:

LAKOTA
272 West State Street, 2nd Floor
Chicago, Illinois 60604
P: 312.467.2400
F: 312.467.2400
info@lakotadesign.com
Planning
Urban Design
Landscape Architecture
Preliminary Program Report
Community Relations

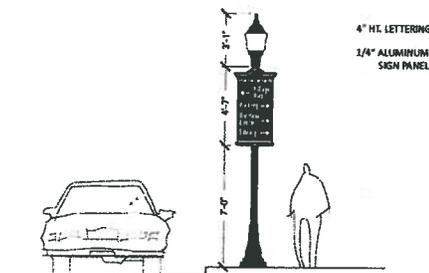
February 17, 2012

Village Center
Gateway

Page 5

Village Center Wayfinding

SIGN SPECIFICATIONS	DETAILS
QUANTITY	18
POST STYLE	Roadway Deck 2000
COLORS	C1 - C51 1637 1-53 R-24 C2 - C56 1636 1-29 R-3 C3 - C52 1630 1-13 R-1 C4 - C60 1647 1-50 R-44 C5 - C59 1654 1-59 R-59 C6 - C0 1610 1-10 R-100
SIGN PANEL	8.88 Square Feet
SIGN THICKNESS	1/4"
CONSTRUCTION	
Sign Panel:	3" Unick Aluminum Panel
	Front: 3M Retro-Reflective Vinyl (R-Intensity)
	Color: Negative aluminum with custom ink to match C1, C2, C3, C4, C5 & C6
	Rest: Painted with exterior grade Masstone Paint to match C1.
Notes:	All sign faces to meet or exceed ASTM D4956-01 Standard Specification for Retroreflective Sheeting
	All text to be finalized by Village
	All colors to be approved by Village / Design Consultants.



Village of
Grayslake
SIGNAGE AND
WAYFINDING
PLAN

Prepared By:

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Village Center
Wayfinding

Page 8

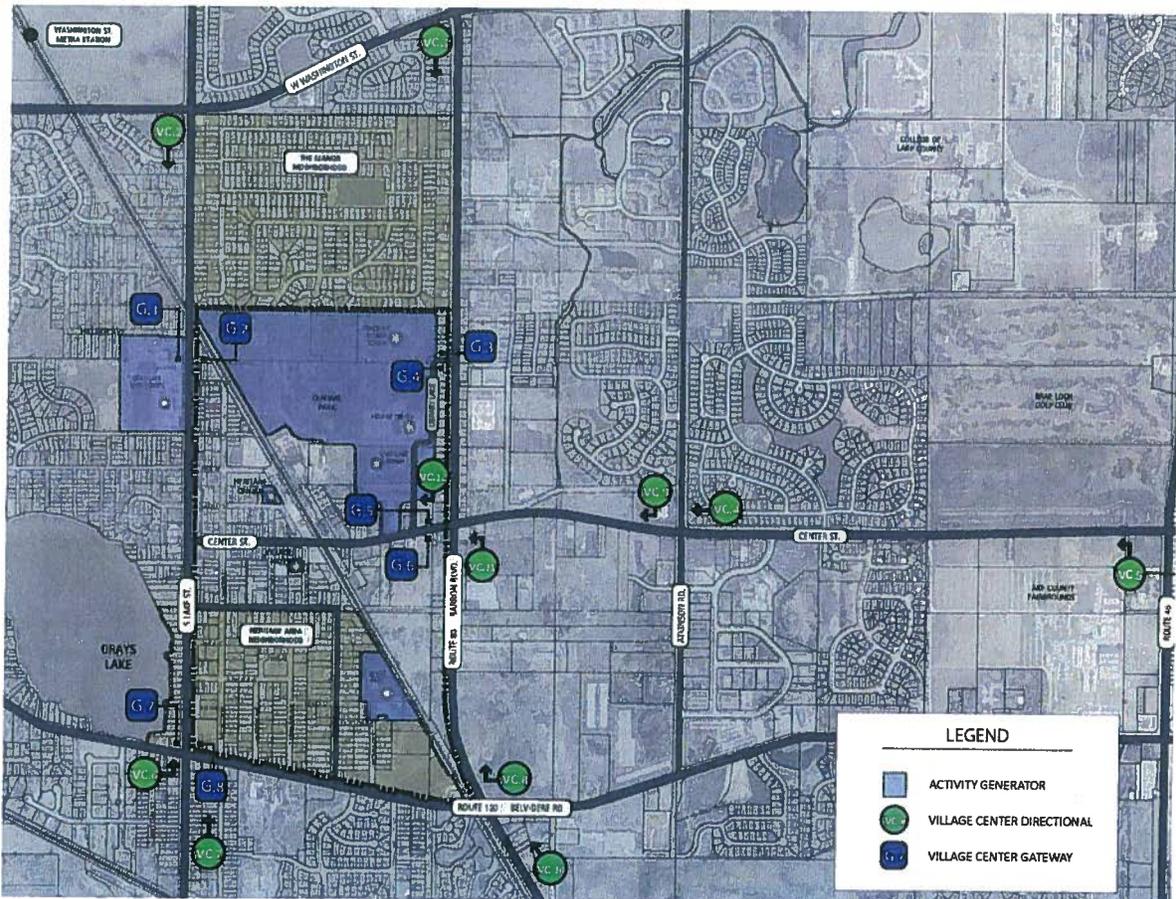
RELEVANT EXPERIENCE

GRAYSLAKE, ILLINOIS VILLAGE CENTER SIGNAGE AND WAYFINDING PLAN

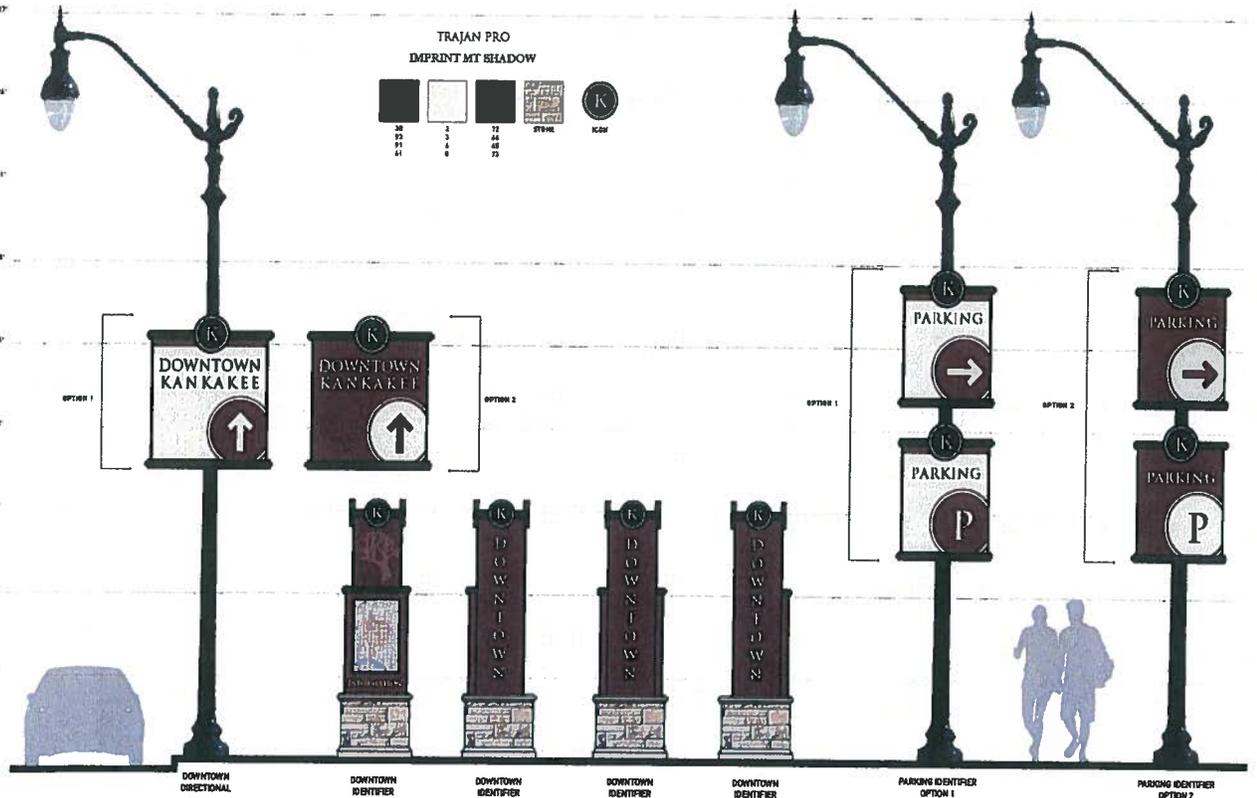
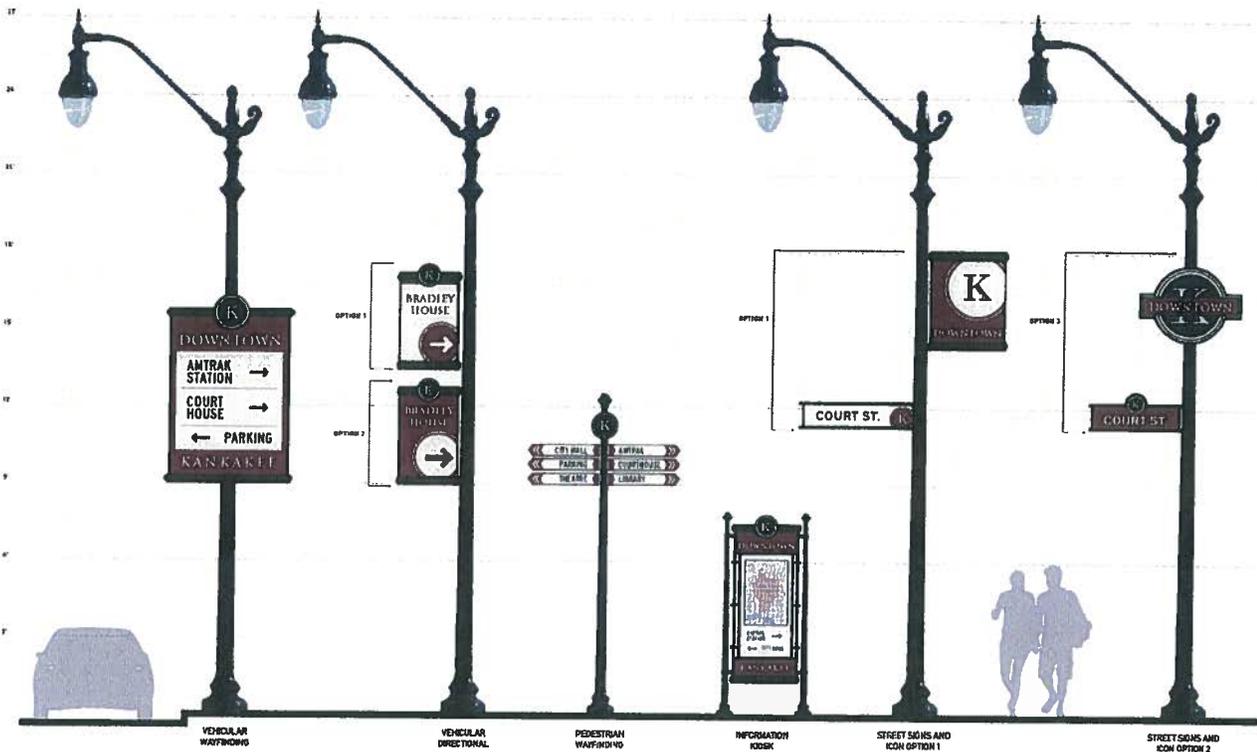
Lakota was retained by the Village of Grayslake to design a wayfinding and signage plan focused on enhancing the Village Center/Downtown business district's identity and recognition, as well as facilitating the movement of shoppers, visitors and residents to and through the district. The plan included a hierarchy of three sign types in order to create an easy-to-navigate Signage System for Village Center entrances, public parking lots and overall downtown wayfinding. The signage design enhances and promotes the special identity of the Village Center by complementing its existing character. Additionally, the project develops a preferred design direction and budget for the signage system to allow Village officials to make informed decisions about implementation.

Project Reference

Kevin Timony
Management Assistant
Village of Grayslake
(847) 223-8515
ktimony@villageofgrayslake.com



RELEVANT EXPERIENCE



RELEVANT EXPERIENCE

KANKAKEE, ILLINOIS DOWNTOWN SIGNAGE AND WAYFINDING PLAN

The Kankakee Development Corporation (KDC) and City of Kankakee engaged Lakota to prepare a Signage Plan for its Downtown. The Plan will be used to implement a new signage system that creates a distinct identity for Downtown as well as facilitates access to the area. The project goal is to develop an overall design direction and budget to assist KDC and the City in funding and installing the signage system.

Project Reference

Bill Yohnka

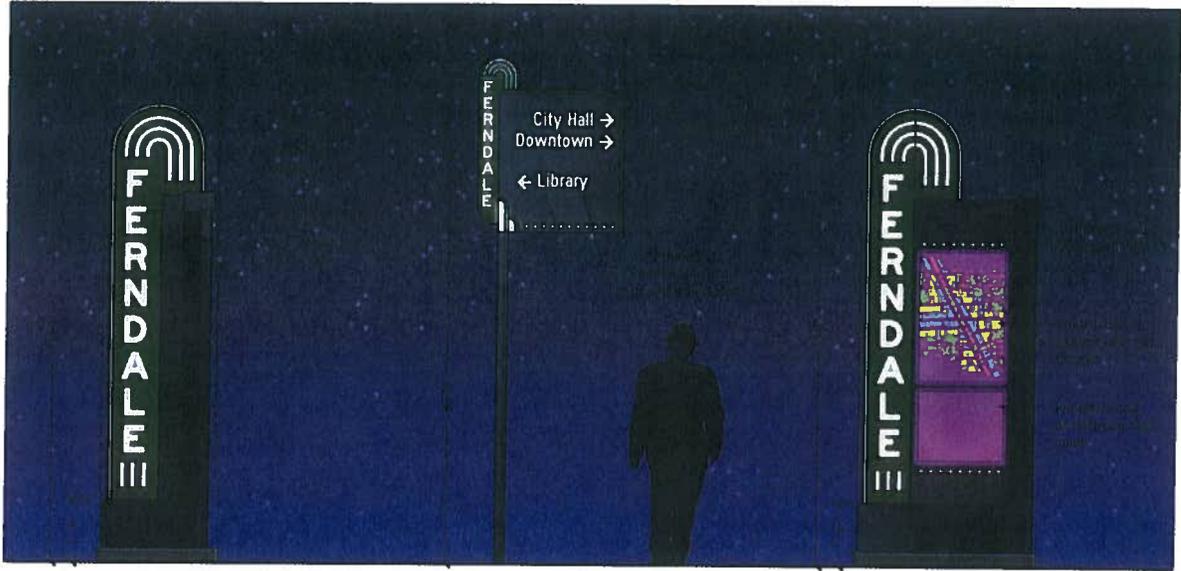
City of Kankakee

(815) 922-1219

bill@downtownkankakee.com



RELEVANT EXPERIENCE



RELEVANT EXPERIENCE

FERNDALE, MICHIGAN PRESERVE AMERICA WAYFINDING & CULTURAL TOURISM

A consultant team led by The Lakota Group developed a comprehensive wayfinding plan for Ferndale, Michigan, along with interpretive historic and cultural signage, and web-based self-guided tours of the City. The new directional, identity and interpretive signage will enhance the growing vitality of this Detroit suburb. Based on public process, Lakota developed a wayfinding master plan that will be the roadmap for all future City signage projects, as well as design details for a first phase construction project. The preferred design and branding theme drew inspiration from the City's Radio City Theater marquee that is featured prominently in historic photographs, but was unfortunately demolished in 1975. This project was funded through a grant from the National Park Service's Preserve America program.

Project Reference

Cristina Sheppard-Decius
Executive Director
Downtown Ferndale DDA
(248) 546-1632
cristina@downtownferndale.com



RELEVANT EXPERIENCE

Village Gateway Sign and Wayfinding Project

Monument Sign
Village of Bartlett, IL
Completed in 2008
Steve Bosco (630) 837-0800
\$170,000.00

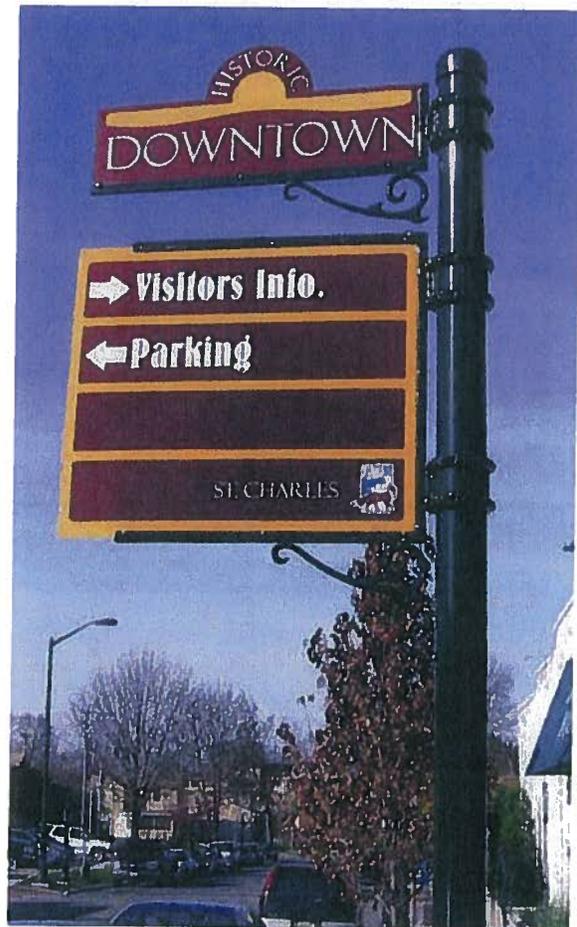
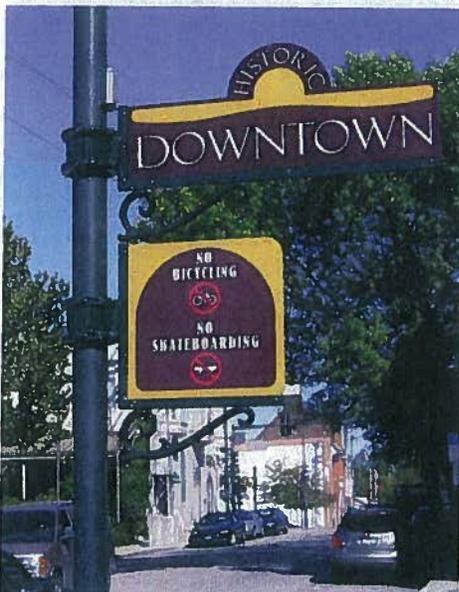
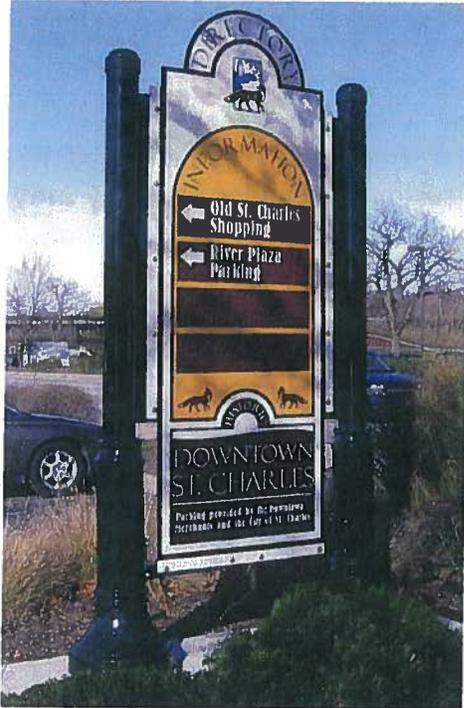
Fabrication & installation of custom monument and wayfinding signs at various locations throughout the Village.



Streetscape Revitalization

Furnish and Install gateway signage
 Village of St Charles, IL
 Completed in 2006
 Greg Rejnart (630) 377- 4405
 \$300,000.00

Fabrication & installation of custom Wayfinding, Gateway Entryway Signage, Information Kiosks and Street Name Signs.

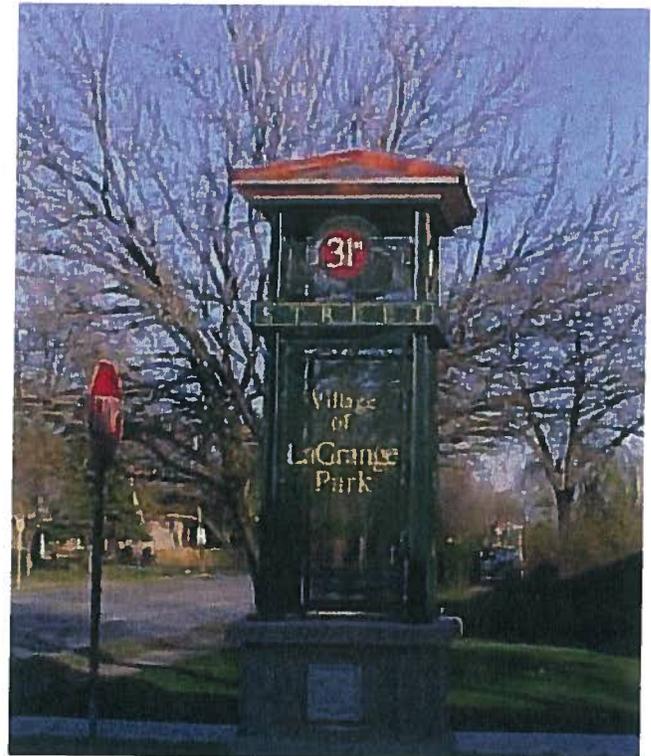
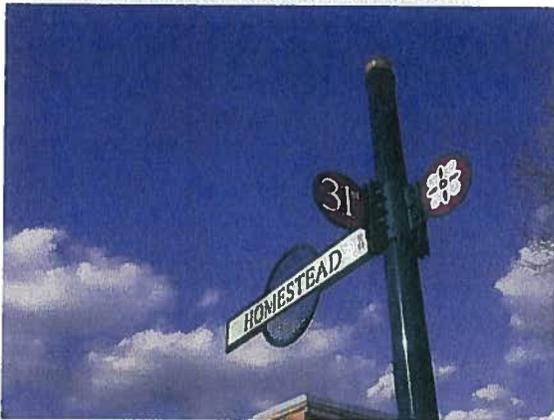




La Grange Park 31st Streetscape Revitalization

Village of La Grange Park, IL
2006
\$200,000

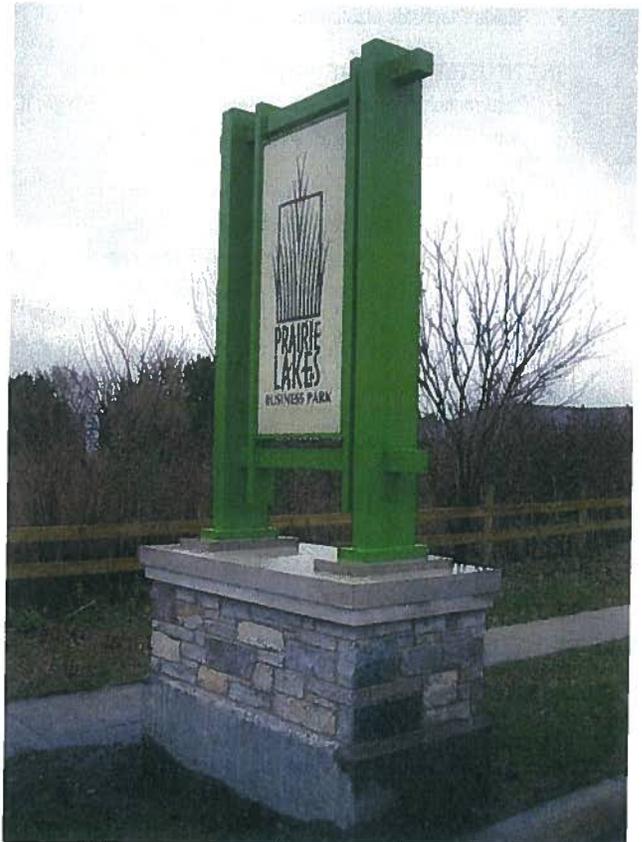
Village of La Grange Park 31st Street Streetscape, included the fabrication & installation of custom Wayfinding, Gateway Entryway Signage, Information Kiosks and Street Name Signs.



Village of Homewood

\$55,000.00

Design, fabricate sign cabinets, construct foundations and stone base and install gateway entry signs.





LAKOTA

SCOTT FRERES, RLA, ASLA

President | 1993-Present

Scott is the principal and co-founder of The Lakota Group, and has nearly 30 years of experience in design and planning projects. As an industry leader in sustainable urban design, Scott has spoken at numerous conferences for various planning, recreation and conservation organizations. Scott's ability to take a fresh and inclusive approach to problem solving has establish The Lakota Group's reputation as a creative leader in the industry.

SIGNATURE PROJECTS

MIXED-USE, TOD & TOWN CENTER PLANNING

- Village Center Master Plan - Wilmette, IL
- Central District Land Use & Urban Design Study - Highland Park, IL
- Main Street Assistance Program - State of Oregon

COLLEGE & UNIVERSITY CAMPUS PLANS

- University of Notre Dame Campus Town Planning - South Bend, IN
- Illinois College of Optometry - Chicago, IL

OPEN SPACE, RECREATIONAL & TRAIL PLANNING

- Irish Green of Notre Dame - South Bend, IN
- Quad Cities Mississippi RiverWay Trail Plan & Wayfinding - Quad Cities, Illinois & Iowa
- Skokie Playfields Master Plan - Winnetka, IL

INSTITUTIONAL & CORPORATE CAMPUS PLANS

- Resurrection Health Care: St. Joseph's Hospital - Chicago, IL
- Mount Carmel Campus Master Plan - Dubuque, IA

STREETSCAPE MASTER PLANS & DESIGN

- Marion Street Urban Design Plan - Oak Park, IL
- Uptown Redevelopment Master Plan & Streetscape Design - Park Ridge, IL
- Lockport Street Streetscape Design - Plainfield, IL

SENIOR & AFFORDABLE HOUSING

- Presbyterian Homes Senior Campus Planning/Landscape Design - Lake Forest, Evanston & Arlington Heights, IL
- Mercy Housing: Lakefront Lodge - Grayslake, IL

FORM-BASED CODE & DESIGN GUIDELINES

- Commercial District Design Guidelines - Winnetka, IL
- Downtown Form-Based Zoning Code - Glenview, IL
- Northeast Neighborhood Guidelines - South Bend, IN
- Strategic Historic Preservation Plan - San Antonio, TX

COMMUNITY BRANDING & WAYFINDING PROGRAMS

- Downtown Community Branding Program - Evanston, IL
- Illinois Medical District - Chicago, IL
- Community Wayfinding Master Plan - Elmhurst, IL

EDUCATION

University of Wisconsin-Madison

Bachelor of Science - Landscape Architecture
Madison, WI (1986)

ORGANIZATIONS

- American Society of Landscape Architects
- American Planning Association
- American Institute of Architects
- Wisconsin Alumni Association - Alumni Park Design Committee
- Lambda Alpha International
- Urban Land Institute
- Illinois Park & Recreation Association
- Society for Environmental Graphic Design
- Village of Winnetka Plan Commission & Design Review Board (former member)
Open Space Committee Member - Skokie/
Crow Island/Hubbard Woods Schools (former member)

ACCREDITATIONS

- Registered Landscape Architect - State of Illinois

PAST EXPERIENCE

- Stockham & Vandewalle (1986-87)
- Thompson Dyke Associates (1987-89)
- Lohan Associates (1989-93)

RESPECT FOR LAND AND COMMUNITY.



LAKOTA

DANIEL GROVE, RLA, LEED-AP

Associate Principal | 2001-Present

An urban designer and landscape architect, Daniel has worked on a variety of projects including land planning and design for downtowns, transit-oriented developments, mixed-use developments, residential subdivisions, parks, streetscapes, and signage systems. He is particularly skilled at quality control and "value engineering" projects to balance design goals with budget targets and funding.

SIGNATURE PROJECTS

THORNDALE CORRIDOR MASTER PLAN | WOOD DALE, IL

Served as project manager for the transit-oriented design project that focused on business and office use along the proposed Elgin-O'Hare extension. Design led to a form-based code for the corridor that was adopted by the city.

MARION STREET URBAN DESIGN PLAN | OAK PARK, IL

An award-winning project that involved working with various stakeholders to guide an authentic streetscape design reminiscent of the 1920s. High-quality materials were used, such as natural stone, brick street paving and custom site furnishings.

ROOSEVELT ROAD STREETScape DESIGN | CHICAGOLAND

Prepared a corridor plan and form-based code for a roadway that borders three municipalities—Berwyn, Cicero and Oak Park. Worked with community stakeholders to develop key concepts for this busy commercial corridor, such as parking, pedestrian safety, visual character and business access.

KENOSHA MASTER PLAN | KENOSHA, WI

As project manager, coordinated a downtown plan for the city and Kenosha Area Business Alliance. Conducted multiple community workshops, stakeholder interviews and online outreach. Final plan identified implementation roles and responsibilities, as well as case studies to help move the final vision forward.

LAKE COUNTY SUSTAINABILITY PLAN | LAKE COUNTY, IL

Developed a sustainability plan that examined municipalities' ordinances and how they address sustainability practices. The final document provides guidance for removing barriers to sustainable practices or developing new code.

BRANDYWINE REVITALIZATION & PRESERVATION | MARYLAND

Hired by the Maryland-National Capital Park & Planning Commission to prepare initiatives for preserving the character of this unincorporated community 40 minutes southeast of Washington D.C.

SKOKIE PLAYFIELDS | WINNETKA, IL

Project manager that led the development of a master plan and first phase of construction documents for this \$1.4 million, 163-acre park. The park uses best stormwater management practices while simultaneously addressing the community's heavy demand for useable fields and synthetic turf sportsfields.

FERNDALE SIGNAGE PROGRAM | FERNDALE, MI

Through an intense public process, developed a wayfinding master plan to serve as the roadmap for all future city signage projects and advanced plan details to a first-phase construction project; served as project manager.

EDUCATION

University of Wisconsin-Madison

Bachelor of Science - Landscape Architecture
Madison, WI (1998)

ORGANIZATIONS

- American Society of Landscape Architects
- Urban Land Institute

ACCREDITATIONS

- Registered Landscape Architect - State of Illinois
- LEED Accredited Professional
- Project Management Seminar, PSMJ Resources, Inc. (2006)

PRIOR EXPERIENCE

- Lannert Group
Chicago, IL (1998-2001)

RESPECT FOR LAND AND COMMUNITY.



LAKOTA

ZAC MCCONNELL

Project Manager, Landscape Architecture | 2002-Present

Zac's areas of specialty include projects in large-scale land planning for mixed-use developments, streetscape designs, wayfinding systems and community branding. His work on the Glenview downtown form-based code received an award from the Illinois APA. He has lectured at local universities on the importance of using the appropriate environmental graphics, style and characteristics in landscape architecture projects.

SIGNATURE PROJECTS

ROUTE 120 CORRIDOR PLAN | LAKE COUNTY, IL

Prepared a land-use analysis to determine development potential for this 17-mile corridor that crosses east-west through 10 municipalities. As project manager, coordinated efforts for two-year public engagement process.

THATCHER MEADOWS LANDSCAPE PLAN | WONDER LAKE, IL

Served as project manager to develop a new community site, landscape and recreational system master plan for a 1,400 acre plot that was annexed into the community. Open space features recreational trails, sports fields and fishing area.

MACARTHUR BOULEVARD | SPRINGFIELD, IL

Developed streetscape concepts including a signage and branding strategy for this commercial corridor that connects a major highway to the downtown. Redevelopment scenarios focused on converting vacant commercial properties to residential mixed use; served as project manager.

ENOS PARK MASTER PLAN | SPRINGFIELD, IL

Drafted a neighborhood master plan that contained a detailed analysis of a downtown neighborhood and strategies for revitalization; served as project manager.

LAKE COUNTY GOVERNMENT MASTER PLAN | LAKE COUNTY, IL

Examined potential uses for a 186-acre parcel in Libertyville, IL to determine potential future development for offices and research & development space. Also looked at opportunities for potential sell-off in the future.

DOWNTOWN FORM-BASED CODE | GLENVIEW, IL

Served as project manager for this award-winning form-based code that emphasizes the "public realm," site/streetscape design and building form. It encourages both mixed-use development along the district's "main street" and creates a "street wall" along the heavily-traveled corridor.

VILLAGE CENTER WAYFINDING & SIGNAGE | BARRINGTON, IL

Served as project manager to develop a wayfinding plan and signage system that would enhance the community identity and facilitate movement to and within its downtown.

WAYFINDING PLAN & SIGNAGE DESIGN | KANKAKEE, IL

Worked closely with a steering committee to develop a signage design that would reflect the community's identity and navigate people to its downtown; served as project manager.

EDUCATION

Purdue University

Bachelor of Science - Landscape Architecture
West Lafayette, IN (2002)

ORGANIZATIONS

- American Society of Landscape Architects
- Society for Environmental Graphic Design

RESPECT FOR LAND AND COMMUNITY.



LAKOTA

JUSTIN WEIDL, LEED-AP

Associate, Urban Design & Planning | 2010-Present

Justin is a planner and designer with experience in community planning, land planning and site, landscape and graphic design. His projects include town centers, neighborhoods and business parks, as well as site and construction documents.

SIGNATURE PROJECTS

CENTRAL DISTRICT LAND URBAN DESIGN | HIGHLAND PARK, IL

Analyzed underutilized portions of the downtown area and created conceptual developments and zoning amendment recommendations. Strategies call for an increase in residential density for this upscale, lakefront community north of Chicago.

MACARTHUR BOULEVARD CORRIDOR PLAN | SPRINGFIELD, IL

Developed streetscape concepts and a signage and branding strategy for this commercial corridor that connects a major highway to the downtown. Redevelopment scenarios focused on converting vacant commercial properties to residential mixed use.

TOD/CORRIDOR PLAN | BENSENVILLE, IL

Examined underutilized properties in the downtown area and drew redevelopment scenarios of different zoning options that would allow for higher density, mixed-use development.

ENOS PARK HISTORIC NEIGHBORHOOD PLAN | SPRINGFIELD, IL

Drafted a neighborhood master plan that contained a detailed analysis of a downtown neighborhood and strategies for revitalization.

WAYFINDING & SIGNAGE PROGRAM | GRAYSLAKE, IL

Analyzed vehicle traffic patterns to determine ideal locations for gateway and wayfinding signs. Developed multiple concepts for signage designs that reflected the downtown's historic and architectural integrity.

DOWNTOWN OAK PARK STREETSCAPES | OAK PARK, IL

Prepared construction documents and developed multiple design concepts for this award-winning project. Created 3D models for pocket parks on this historic commercial corridor.

EDUCATION

The Ohio State University

Master of City & Regional Planning
Columbus, Ohio (2008)

The Ohio State University

Bachelor of Landscape Architecture
Columbus, Ohio (2005)

ORGANIZATIONS

- American Society of Landscape Architects
- Leadership in Energy & Environmental Design (LEED)
- American Planning Association
- RISE International (Community planning workshop leader 2006)

RESPECT FOR LAND AND COMMUNITY.



LAKOTA

MEGAN WADE

Associate, Landscape Architecture | 2012-Present

Megan brings experience from working in large-scale gardens--most notably, the Lurie Garden in Chicago's Millennium Park. This has given her a thorough understanding of perennial plants, their cultural requirements and how they change over time at varying scales. She is in the process of becoming licensed as a Registered Landscape Architect.

SIGNATURE PROJECTS

SKOKIE PLAYFIELDS | WINNETKA, IL

Produced planting plans and construction documents for this \$1.4 million, 163-acre park. The park models best stormwater management practices through the use of a stormwater detention cell under the synthetic turf in the sportsfields.

MARIANO'S FRESH MARKET | CHICAGOLAND

Designed landscape for retail entries, parking, and detention areas for stores in Vernon Hills, Lake Zurich, Frankfort and Harwood Heights. The projects were designed to comply with landscape ordinance requirements, as well as balance the needs of multiple retailers and the developers' vision.

ST. JOSEPH HOSPITAL GREEN ROOF | CHICAGO, IL

Developed a drought-tolerant planting plan for a 20,000 square foot green roof. The green roof was part of a strategic effort to manage stormwater onsite, protecting water quality in the Lake Michigan watershed.

OAKS OF VERNON HILLS | VERNON HILLS, IL

Assisted in site design and construction documentation for a residential development consisting of townhomes and apartments. Large stands of old growth oaks were preserved, while other areas were enhanced with a native perennial plant palette.

BERWYN POCKET PARK | BERWYN, IL

Assisted in designing and producing construction documents for a community park on a small lot in Berwyn's historic Depot District. The project was designed and constructed on a tight timeline-from conception to completion in five months.

DELNOR HOSPITAL | GENEVA, IL

Assisted in the design and production of construction documentation for a master plan of the 67-acre property. Elements included the development of a circulation plan and building entrances, siting a wayfinding system and collaborating with the architects to showcase the multi-million dollar renovations.

EDUCATION

Illinois Institute of Technology (2008)
Master of Landscape Architecture
Chicago, Illinois

University of Notre Dame (1991)
Bachelor of Arts - Film Theory / Philosophy
South Bend, Indiana

ORGANIZATIONS

- American Society of Landscape Architects

RESPECT FOR LAND AND COMMUNITY.

Michael V. Conoscenti
President
1740 Internationale Pkwy.
Woodridge, IL 60517
630-972-7770

Michael is the president of Western Remac Inc. A graduate of Purdue University Krannert School of Management with a Bachelor of Science Degree, Industrial Management with a Minor in Computer Science. As President, he oversees all aspects of the company with a primary responsibility in guiding the sales and marketing division. As a 2nd generation owner, Michael has spent his entire life exposed to the transportation safety industry. He has set high expectations for the growth of Western Remac, and its role in the continuous improvement of the transportation safety industry.

Before stepping into the role of president of Western Remac, Michael performed with distinction as the Regional Sales Manager for Safe - Hit, a division of the Quixote Corporation (a major player in the transportation safety marketplace). During his three years with Quixote, Mike managed all sales and marketing activities in the 9 state Midwest region. He was responsible for overseeing the activities of all distributors and representatives within the region. During this time he achieved a 85% growth in his territory.

Michael's experience also includes contributions to the success of the Unistrut company, Mike was responsible for the sales of the Telespar Square post to the municipal highway departments. The product is used as a support system for secondary roadway signage. In addition to being responsible for bidding and servicing the state contract, he also promoted Rural Reference programs to country 911 boards throughout the state. Mike also worked in the Optical films division of Stimsonite. His main responsibility was to provide technical assistance for the applications of reflective films. This was a great opportunity right out of school. The position required travel throughout the Country and World. It brought Mike to sign shops in 46 of the 50 States and 4 Countries. In addition, it laid a great foundation for the sales field, as the position required communication with many types of personalities.

Currently, Michael is the President of the Illinois Chapter of ATSSA, Chairman of the Public Information Committee of IRTBA, and a member of the board of directors of the Woodridge Community Food Pantry.

Project Executive

Responsible for overall day to day operations.

Todd M. Fiegl
Vice President - Construction
1740 Internationale Pkwy.
Woodridge, IL 60517
630-972-7770

Todd Fiegl is the Vice President of Construction of Western Remac, Inc. A 1991 graduate of Clarkson University with a B.S. Degree in Civil and Environmental Engineering, Todd is also a licensed professional engineer, registered in the state of Illinois. Todd's civil engineering background is in the construction industry where he has spent his entire career.

Perini Corporation hired Todd out of college. After a year long tour in the estimating department of their Framingham, MA based office, Todd was transferred to Chicago to work on the Deep Tunnel Project. There Todd spent time as a project engineer. It was on this project where Todd learned the construction business from the field. Duties such as construction layout and surveying, field measurements, shop drawing preparation and review, quantity tracking and reporting, and construction safety were daily tasks which formed the basis of Todd's construction background. After several years at Perini Corporation, Todd shifted his focus out of underground construction and into road building and general contracting.

Prior to working at WRI, Todd spent four years as project manager in the Heavy and Highway division for the largest contractor in Illinois, Walsh Construction Company. In this capacity, Todd was responsible for the complete construction of transportation projects ranging in size from \$4.5 million to \$23 million. Daily tasks consisted of owner correspondence, maintenance of the job cost report, preparation and maintenance of the project CPM schedule, submission of monthly pay estimates, supervision of two project superintendents and up to four project engineers, and management of equipment fleets consisting of as many as 50 pieces of heavy equipment.

Todd is responsible for the contracting division of WRI. Responsibilities include seeking and bidding on new project opportunities, managing a staff of 3 project managers, 1 estimator, and one general superintendent, managing selected projects, engineering support for contracting operations, and contract management.

Currently, Todd is a member of the Illinois Road and Transportation Builders Association and both the National and Illinois Society of Professional Engineers.

Project Executive

Responsible for overall day to day operations, workforce and time line

HOURLY RATES

THE LAKOTA GROUP

Lakota Hourly Billing Rates (2012):

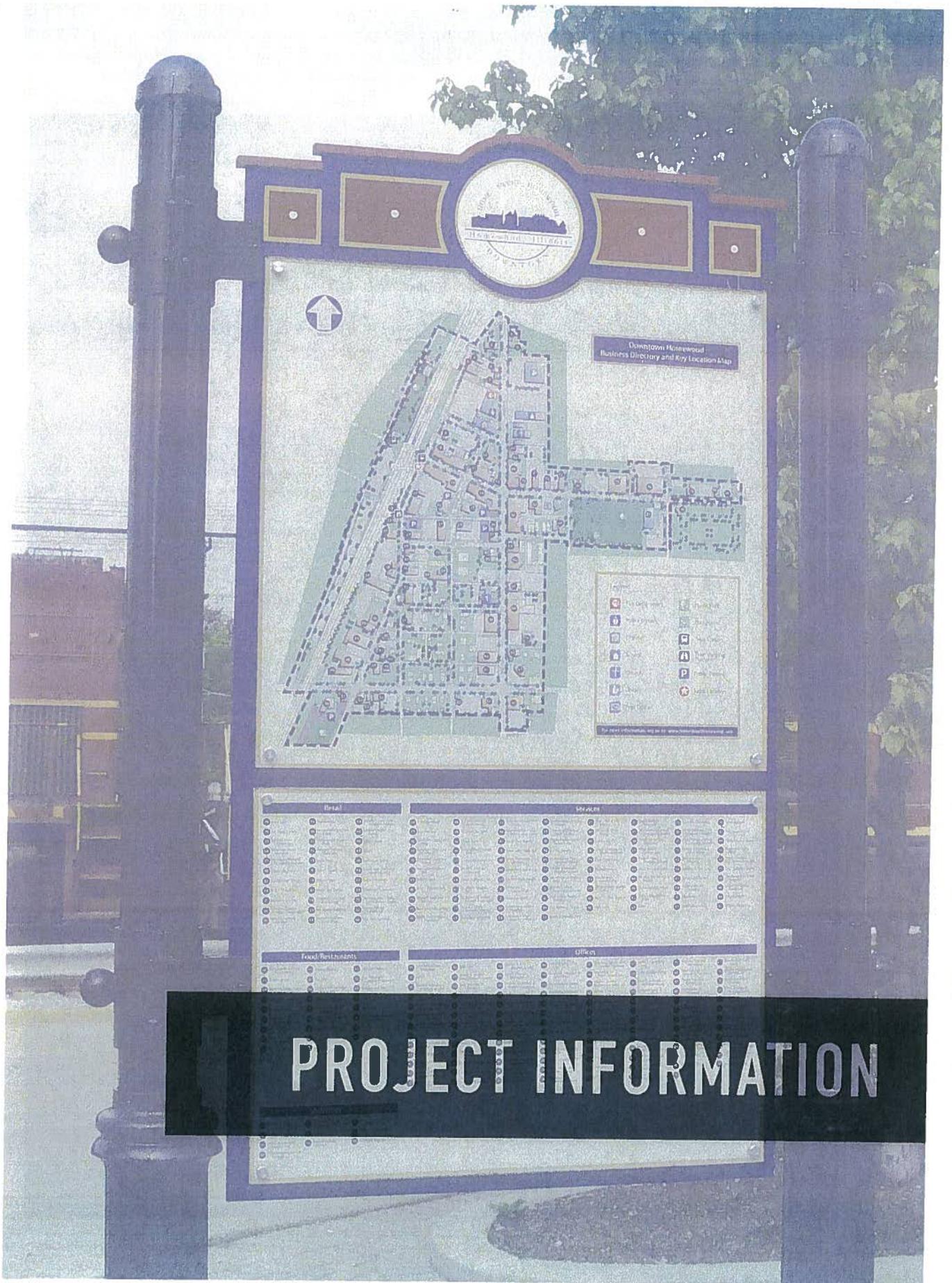
<i>Principal</i>	<i>\$240</i>
<i>Vice President</i>	<i>\$190</i>
<i>Principal</i>	<i>\$170</i>
<i>Project Planner/Designer/Manager</i>	<i>\$140</i>
<i>Planner/Designer</i>	<i>\$100-120</i>
<i>Research/Drafting Staff</i>	<i>\$85</i>

Professional fees and expenses will be billed monthly for work completed. Payment will be made in accordance with the Illinois Prompt Payment Act. This agreement may be terminated by either party 30 days after written notice. Lakota shall be compensated for all services performed up to this date.

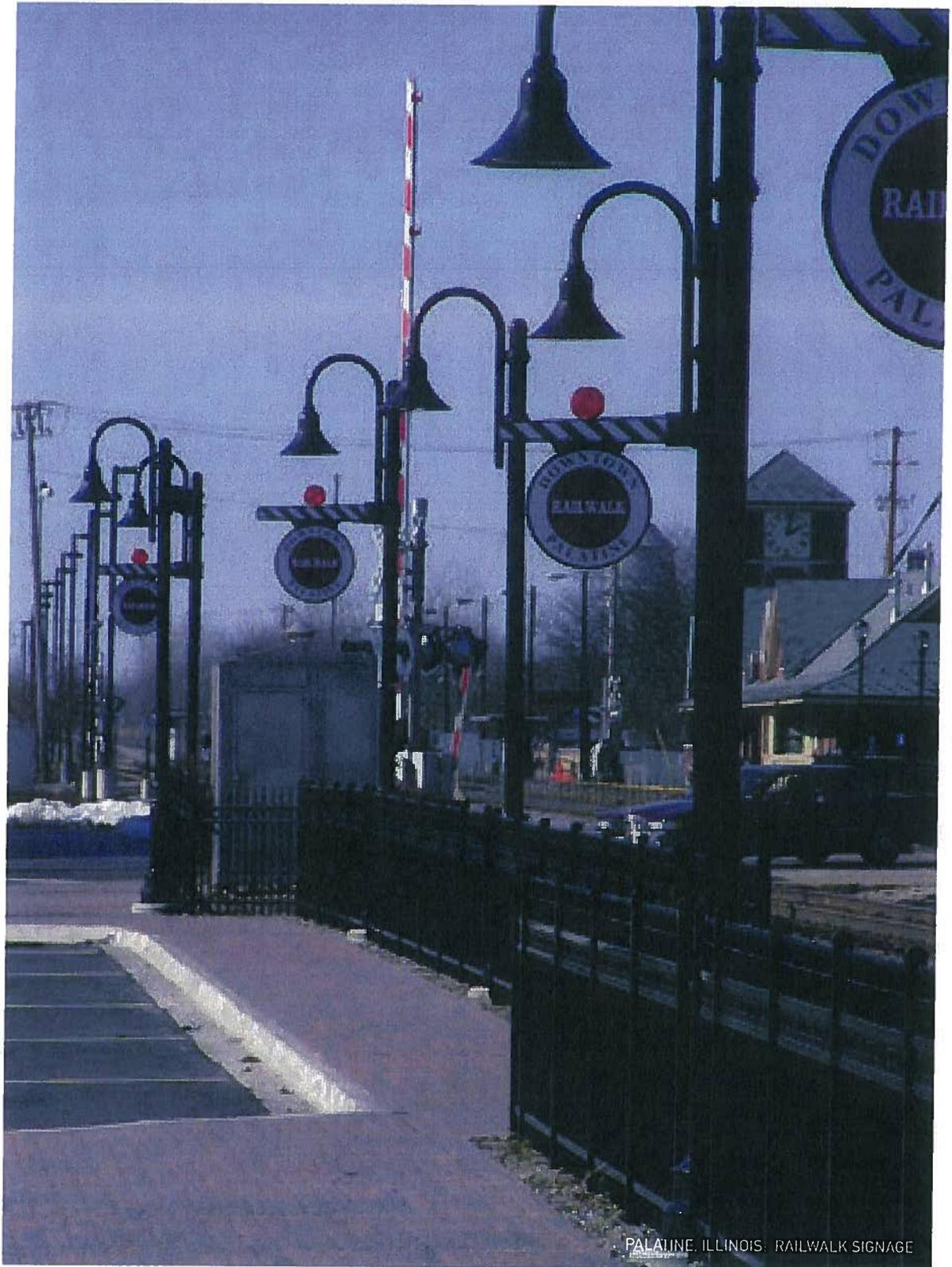
WESTERN REMAC INC.

Western Remac Hourly Billing Rates (2012):

<i>Structural Engineer</i>	<i>\$125</i>
<i>CAD Draftsman/Designer</i>	<i>\$125</i>



PROJECT INFORMATION



PALATINE, ILLINOIS: RAILWALK SIGNAGE

PROJECT APPROACH

The Lakota Group and Western Remac Team is excited about the opportunity to assist the Village of Glen Ellyn with the preparation of a Downtown and Village Signage and Wayfinding Plan focused on enhancing the community's identity. The plan, in its implementation, will provide Glen Ellyn's key attractions recognition from a local and regional perspective, as well as facilitate the movement of shoppers, visitors and residents to and through the Downtown from surrounding regional corridors. Creating connectivity or a "brand" for the community will not only increase the visual identity and sense of place, but will also guide motorists, pedestrians and cyclists through a clear, cohesive manner.

The signage design must:

- Identify Glen Ellyn at its entrance points.
- Enhance and promote the special identity of the Downtown through signage.
- Direct people to key locations at a pedestrian level—not only within the Downtown, but to other local attractions and entertainment, shopping and dining destinations.
- Assist in the navigation on the local corridors to municipal parking facilities within the Downtown.
- Create safer and less congested roadway conditions through properly designed and located directional signs.
- Develop an overall "image" of the community, especially Downtown.

It is our understanding that the project goal is to develop an overall design direction, complete shop drawings and a budget for the signage system, which will allow the Glen Ellyn to make informed decisions about implementation of a comprehensive signage and wayfinding system that maximizes the use of the Downtown's assets and resources.





OAK PARK, ILLINOIS: ARTS DISTRICT SIGNAGE

Using our team's extensive experience in developing wayfinding and signage programs, understanding of the Manual for Uniform Traffic Control Devices (MUTCD), as well as the requirements outlined in the Request for Proposals, we have developed the following Project Approach:

ANALYZE

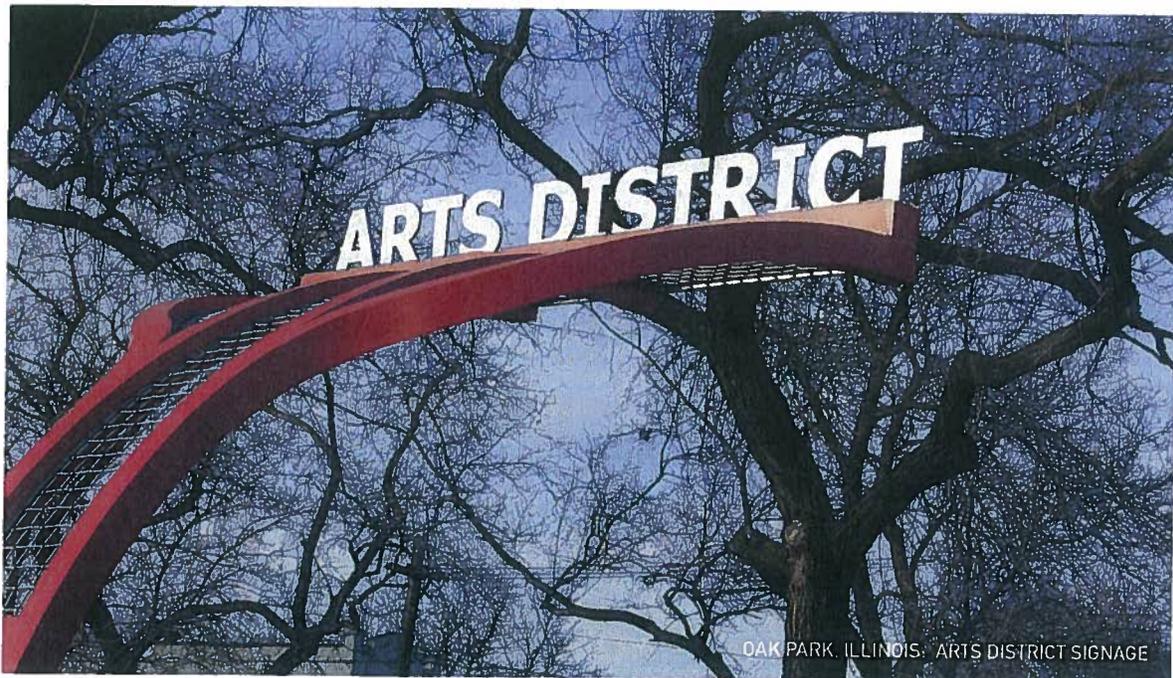
The goal of this first phase is to collect and analyze the existing opportunities and constraints related to Glen Ellyn's community and downtown wayfinding and signage. This includes a comprehensive review and documentation of the existing Village signage, destinations, routes, sign types, and other complementary materials. Also as part of this phase, the preliminary sign types and signage family/program will be developed.

CONCEPTUALIZE

The second phase will include the preparation of a range of signage design concepts to be reviewed, tested in the field, and refined into a preferred signage direction. These concepts will assist in the preliminary development of a project budget and phasing plan.

DEVELOP

The preferred signage direction will be refined into a final shop drawings or "Design Intent Drawing and Standards" report that will be used in final public and applicable agency and commission reviews, public workshops and presentations and the creation of preliminary costs for budgeting/phasing purposes.

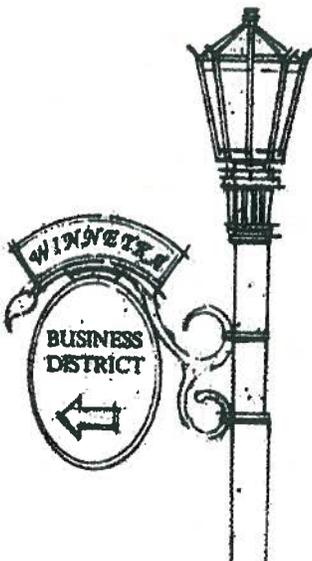


Following formal approval by the Village Board and any final refinements, the Village has the discretion to competitively bid the signage fabrication and installation of the sign elements or choose to continue to work with our Team and move into the final phase of our program, IMPLEMENT.

Whichever direction is chosen by the Village, the D.I.D.S. report will serve as a cohesive design standard and construction documentation for the wayfinding elements, which essential reflective the Village's and Downtown's identity.

IMPLEMENT (ADDITIONAL SERVICES)

As stated in the RFP, the Village has the discretion to continue working with the selected design team and implement the sign program as a design/build effort. As the final phase of our approach, IMPLEMENT is where our Team will work closely with the Village to determine an appropriate phasing or implementation strategy to ensure the most impact from the program. At the same time, it will be fiscally responsible to the constituents and the community's budgets and capital improvement funds. As this program will be implemented over a projected 1-3 year period, our Team can layout the road map for a successful "end game" approach so that the adopted vision is carried through efficiently.



WINNETKA, ILLINOIS:
VILLAGE WAYFINDING SIGNAGE

COMMUNITY PARTICIPATION

Through nearly twenty years of facilitating successful community engagement processes as part of many planning and design assignments, Lakota has developed and adapted our outreach program to include community dialogue at all levels and through various mediums, and tailors it to each community. For the Huntsville Wayfinding Signage Master Plan, Lakota has assumed an Advisory Committee will be established to help steer the process. Additionally, we have included two Community reviews/workshops to solicit input from a wider audience. Lakota can also accommodate additional stakeholder meetings as part of our first visit if desired by the City. Additional outreach, including on-line surveys, can be provided if desired and appropriate.

ANALYZE

TASK 1. PROJECT START (MEETING #1)

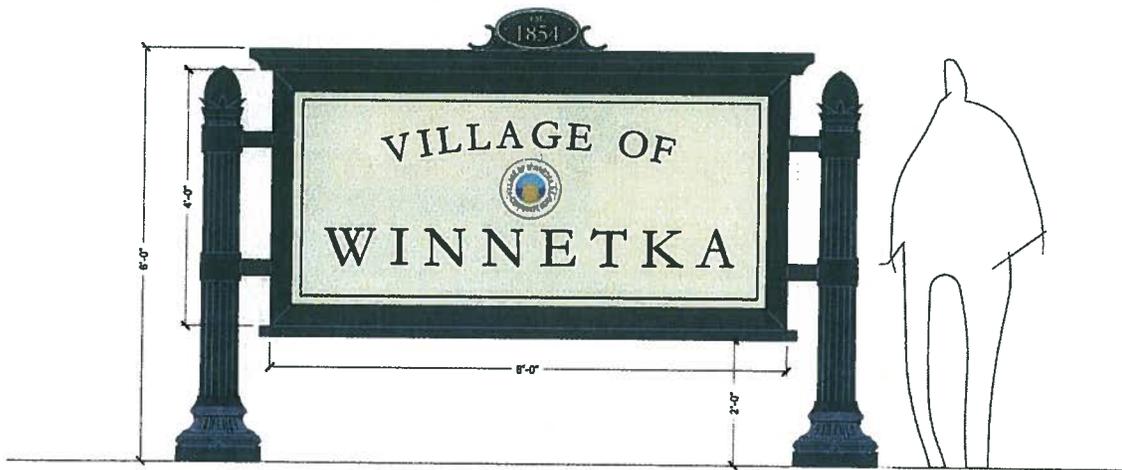
Conduct a project start meeting with Village Staff, an Advisory Committee if established, and any interested parties to review signage issues and objectives regarding locations, constraints, opportunities, visibility, and conditions, as well as the Village's current sign codes and regulations and logos, colors and materials. Lakota will also gather any GIS or electronic base maps available from the Village Staff or County Departments.

TASK 2. COMMUNITY TOUR (MEETING #1)

Conduct a walking/driving tour of the Village with Staff and the Advisory Committee to preliminarily identify wayfinding issues, signage constraints, vehicular/pedestrian circulation routes, and existing signage and banner conditions, including:

- Village entrances
- Main travel routes leading to Downtown from local regional corridors
- Main travel routes within Downtown
- Parking lot and municipal facility locations
- Downtown activity generator locations and cultural and/or historical sites
- Public plaza and open space locations

This tour will assist the Team in visualizing the built environment and will help us build upon our vast knowledge base of Glen Ellyn's current constraints and opportunities as it pertains to circulation, identity, amenities and missing pieces of the puzzle.



WINNETKA, ILLINOIS: VILLAGE GATEWAY SIGNAGE

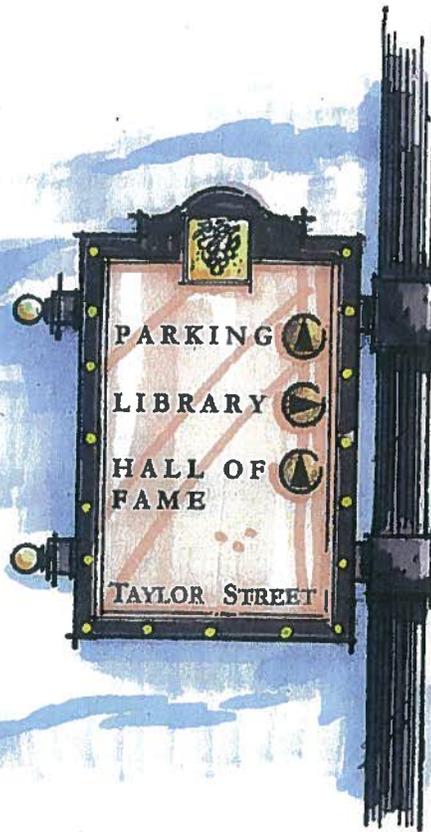
The Lakota Team will conduct follow-up field visits/studies as needed throughout the process to further assess signage conditions and observe vehicular and pedestrian travel patterns and traffic flow.

TASK 3. VILLAGE STAFF REVIEW (MEETING #1)

Conduct an additional technical and detailed review meeting with Village Planning and Public Works staff. The goal of this review is to understand the Village's potential capacity to internally fabricate and ultimately maintain any signage developed through this process. A sustainable signage program is one that successfully integrates with the Village's budgets and staff capabilities.

TASK 4. IDOT REVIEW (MEETING #2)

Meet with Illinois Department of Transportation (IDOT) staff to identify and understand any challenges, opportunities, regulations and expectations related to placing Village signage within or adjacent to IDOT rights-of-way and within Village controlled rights-of-way.



CHICAGO, ILLINOIS: TAYLOR STREET SIGNAGE

TASK 5. PLAN & CODE REVIEW

Review and evaluate existing wayfinding and other complementary plans, the Village Comprehensive Plan, the current Downtown Strategic Plan, current Streetscape Master Plan and Parking Facility study findings to date, as well as State regulations related to roadways under IDOT jurisdiction. Concurrently, Lakota will be comparing the current signage with MUTCD standards and will continue to analyze the projects adherence to those regulations and restrictions.

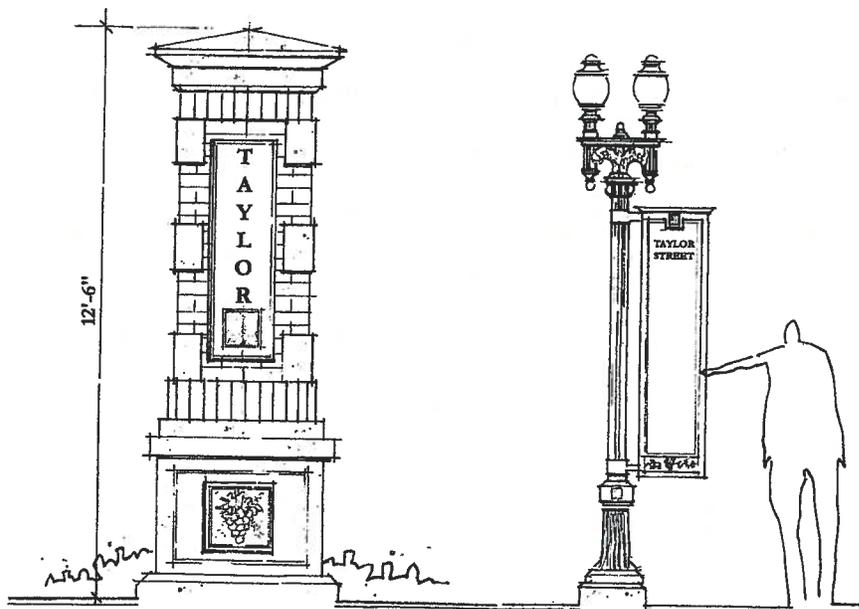
The Team will work closely with the Village's consultant team conducting the Streetscape Master Plan to ensure that our projects are coordinated properly and have the necessary cohesive elements and efforts moving forward.

TASK 6. EXISTING SIGNAGE AUDIT

Document the location, type, condition, and included information of each sign in the existing wayfinding system. Analyze the feasibility of reuse of any of the existing locations or materials. Prepare a photo catalog showing typical examples of the type, location, size/massing, and condition of Village signage and potential sign locations.

TASK 7. WAYFINDING ANALYSIS

Review existing data and prepare a diagram indicating existing key travel routes, decision points, circulation patterns and destinations. Prepare a summary outline of signage issues.



CHICAGO, ILLINOIS: TAYLOR STREET SIGNAGE

TASK 8. PRELIMINARY WAYFINDING PLAN

Develop a comprehensive list and hierarchy of sign types and wayfinding elements to be included in the signage family. Prepare a Wayfinding Plan that addresses optimal locations and orientation for directional, identity, and informational signage based on key decision locations, space availability and activity generators, addressing Village entrances, the Downtown and critical routes.

TASK 9. STAFF/COMMITTEE REVIEW (MEETING #3)

Conduct a review meeting with Village Staff and the Advisory Committee to review the ANALYZE phase input and the Preliminary Wayfinding Plan.

ENGAGE AND ENVISION

TASK 10. SIGN FAMILY DESIGN CONCEPTS

Generate conceptual level signage systems or “families” (at least 3 concepts for each sign type) that identify alternative sign style, overall theme, proposed materials, potential colors, conceptual identifiers/logos, and possible lighting options. Potential sign types include:



Village Gateway Monuments (at boundaries/entrances)

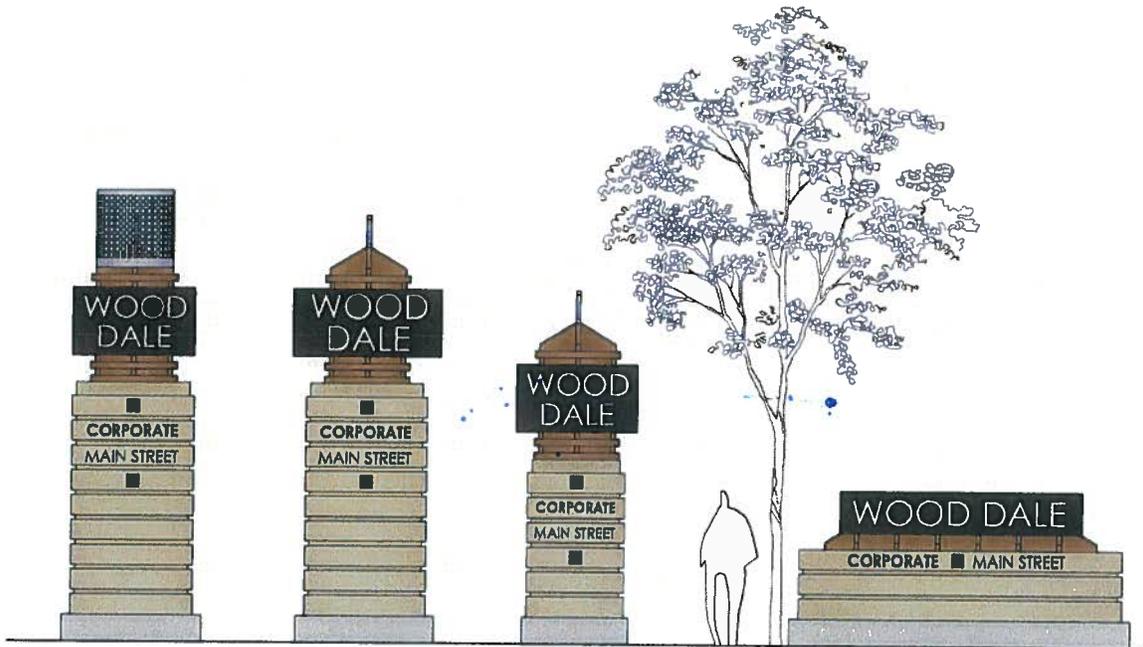
Downtown Gateway Monuments (at boundaries/entrances and possibly in plazas)

- External Directional Sign (for routes leading to Downtown)
- Internal Directional Sign (directs to activity generators and parking)
- Public Parking Signs (identity/directional at parking facilities)
- Public Facility Identification
- Decorative Downtown Street Signs
- Information Kiosks (for pedestrian locations)
- Pedestrian Level Directional Signs
- Medallion Identifiers and Special Event or Marketing Signage
- Identification Symbols or Destination Icons

Drawings and sketches will be prepared to help define the character of the signage options, as well as the potential massing/placement of each sign type at recommended locations.



PROJECT APPROACH



WOOD DALE, ILLINOIS: THORNDALE CORRIDOR SIGNAGE

TASK 11. COST ESTIMATES

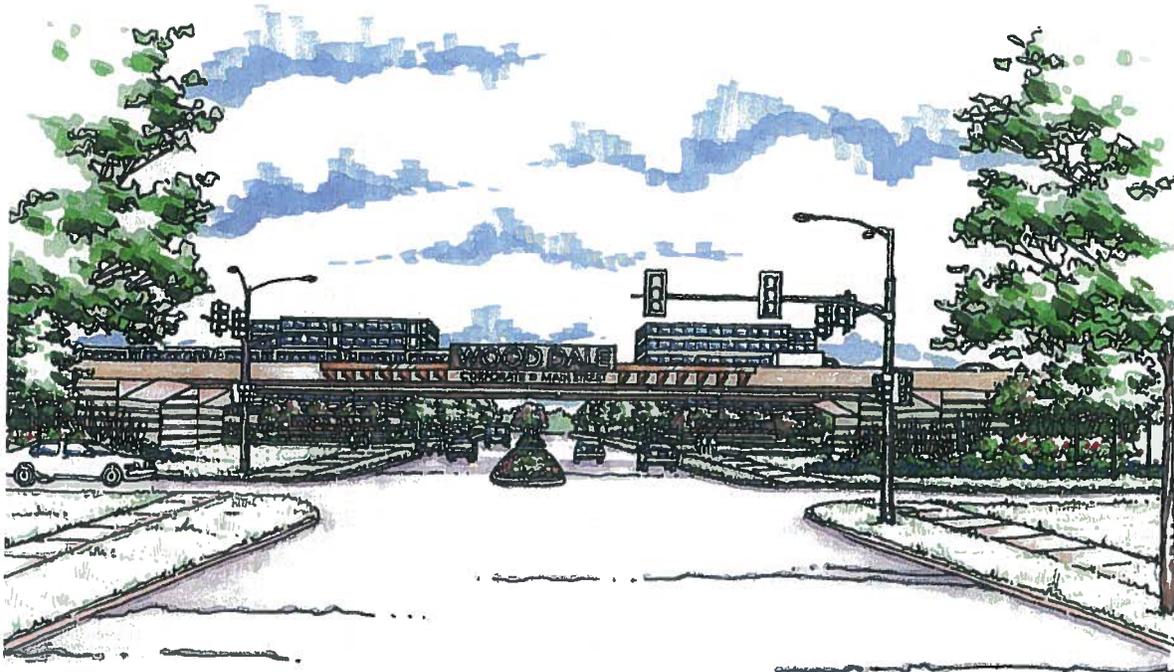
Lakota will prepare order-of-magnitude costs for each of the concepts to help in the review and comparison. The costs will include fabrication, installation and maintenance cost projections. As a Team of designers and “real-world” craftsman of wayfinding and identity signage, we truly understand the in’s and out’s of sign fabrication and the necessary materials, structures and overall integrity of these elements. All of these factors come into play when developing a realistic cost for implementation.

TASK 12. STAFF/COMMITTEE REVIEW (MEETING #4)

Conduct a meeting with Village Staff and the Advisory Committee to review the Conceptual Sign Systems and potential costs. Make any necessary refinements or revisions based on feedback from Staff or the Advisory Committee.

TASK 13. ONLINE REVIEW | SURVEY

Develop an online survey for the general public to view all sign family concepts and provide an opportunity for the visitors to vote on their preferred design theme and provide comments if desired. The online survey would be available for at least 2 weeks prior to a scheduled Architectural Review Commission meeting. The results of the survey will be presented at the ARC meeting.



WOOD DALE, ILLINOIS: THORNDALE CORRIDOR SIGNAGE

TASK 14. ARC REVIEW MEETING

Conduct a public presentation of the sign family concepts, developed to date, to the Architectural Review Commission. Along with the design themes, the results of the public online survey results and the fabrication and installation cost estimates will be discussed. The goal of this meeting will be to obtain feedback and a preferred design direction from the ARC.

With the assistance of the Lakota Team, this first public meeting will be widely advertised by the Village Staff. The Lakota Team can provide graphic posters or flyers, e-blast formats, etc. to aid in developing excitement, momentum and conversations about the public process.

TASK 15. VILLAGE BOARD WORKSHOP

Based on direction received from the ARC, The Lakota Team will present a preferred, refined design theme to the Village Board of Trustees during a workshop presentation. This public presentation will assist Staff and the Team in ensuring that the presented design direction is concurrent with the Village Board's expectations prior to proceeding into the next phase.



ELMHURST, ILLINOIS: DOWNTOWN SIGNAGE AND WAYFINDING

DEVELOP

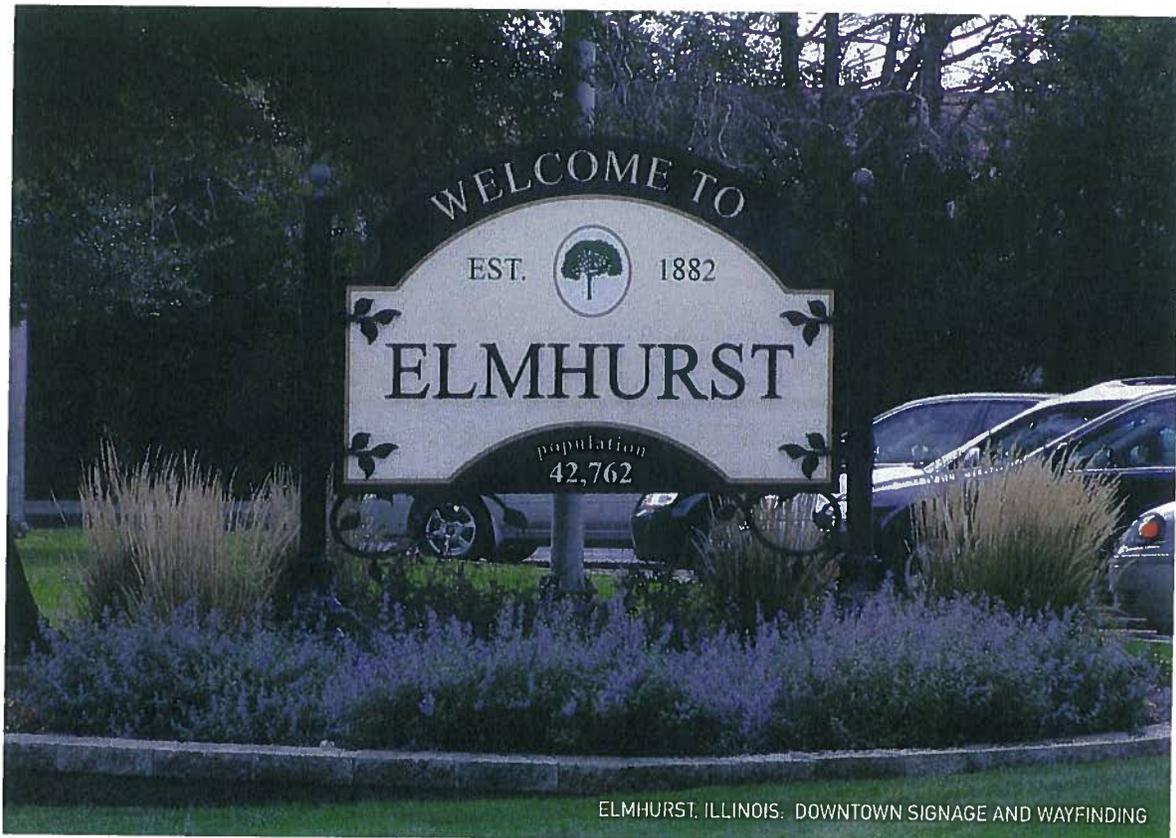
TASK 16. MOCK-UP DEVELOPMENT AND REVIEW

Prior to developing the shop drawings of the preferred design theme, the Team will prepare simple, rigid mock-ups for select signs to review in the field with Village Staff and the Advisory Committee to confirm and determine that the general sign size, text size, mounting height, readability, and other factors are correct within their “natural” environment. The Team will make any necessary adjustments based on the in-field review before proceeding to the next task.

Lakota would work with the Public Works Department in placing the mock-ups in targeted locations for the review.

TASK 17. PLAN/DESIGN REFINEMENT

Based on input received from the public ARC meeting and the Village Board workshop and the in-field mock-up review, the Lakota Team will refine the preferred sign design theme and wayfinding plan. Through this refinement process, the Team will prepare shop drawings or a “Design Intent Drawings and Standards” (D.I.D.S) report that will include each selected sign type and provide specific dimensions, letter heights, material recommendations, suggested mounting and bracketing, typeface/color specifications, performance standards/wind-load calculations, foundation



and installation details and an overall map and schedule of signage locations, types and messages. This document will, when finalized, act as the construction documents for the entire sign package. The report will be submitted to Staff and the Advisory Committee for review.

Once again, our real world experience as designers and fabricators ultimately provides us with the knowledge of how to use materials and craft details of these sign elements that make them unique and so that they can be constructed successfully and implemented properly.

Lakota would work with the Public Works Department in placing the mock-ups in targeted locations for the review.

TASK 18. STAFF/COMMITTEE REVIEW (MEETING #5)

Conduct a meeting with Village Staff and the Advisory Committee to review the D.I.D.S. and estimated costs. Make any necessary refinements or revisions based on feedback from Staff or Advisory Committee prior to the next public workshop.

TASK 19. ARC WORKSHOP (MEETING #6)

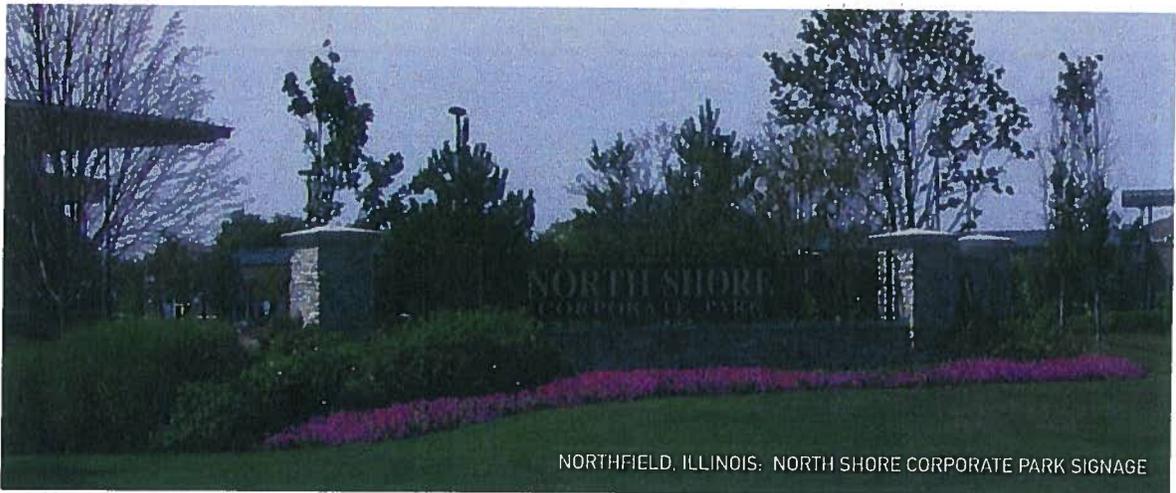
Present an executive summary of the D.I.D.S. report to the community at a public workshop for review and comment. The desired outcome of this meeting is a final clear direction and acceptance of the wayfinding and signage program from the Commission prior to a final presentation to the Village Board for consideration to adopt the signage and wayfinding plan.

TASK 20. VILLAGE BOARD PRESENTATION (MEETING #7)

Present the final draft of the Design Intent Drawings and Standards report to the Village Board for consideration of formal adoption. This could be conducted as either an open house format or a formal workshop with a presentation followed by small breakout discussion tables.

ADDITIONAL MEETINGS

The Lakota Team is prepared to attend two (2) additional public meetings at the request of the Village.



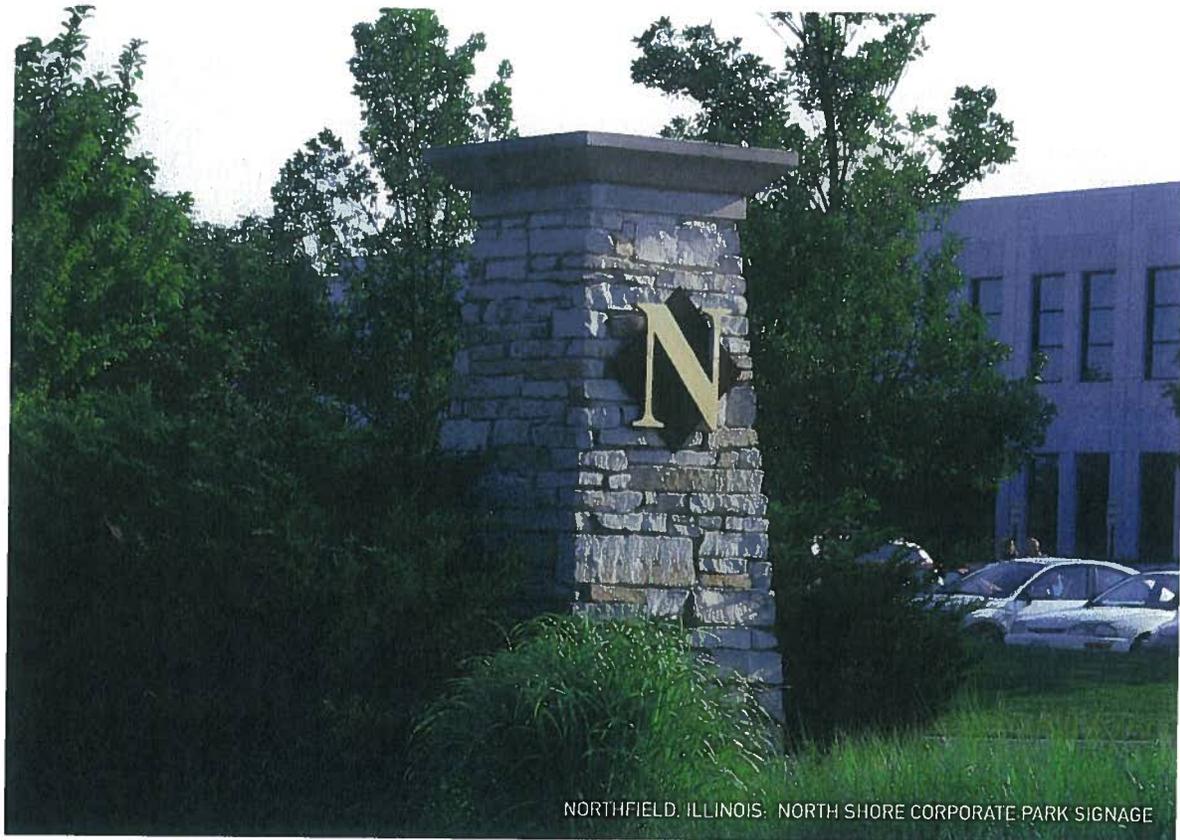
NORTHFIELD, ILLINOIS: NORTH SHORE CORPORATE PARK SIGNAGE

ESTIMATED TIME OF COMPLETION

The following is a general project schedule:

Phase 1: Analyze:	1 to 2 months
Phase 2: Conceptualize:	1 to 2 months
Phase 3: Develop:	1 to 2 months

Lakota will work closely with Village Staff to refine the project scope and manage the project. Based on current work-loads and experience with projects similar in scope, we feel this design process can be accomplished in approximately 5-8 months, dependent upon meeting scheduling and availability.



ESTIMATED TIME OF COMPLETION

ADDITIONAL SERVICES

If the Village desires to proceed with a public bid process for fabrication and installation of the sign program, the Lakota Team can provide additional tasks or work scope if desired and requested:

BID PACKAGING

Assist the Village in developing a list of qualified contractors and distributing the Design Intent Drawings and Standards Booklet to the contractors for bidding.

PRE-BID MEETING

If needed, assist the Village in conducting a pre-bid meeting with interested contractors.

BID ANALYSIS

Prepare a bid analysis of the contractor submittals for Staff review. Assist in contractor selection.

DESIGN/CONSTRUCTION SCHEDULE

Assist Village Staff and the selected contractor in preparing a construction/installation schedule.

CONSTRUCTION OBSERVATION

Assist Village Staff by conducting on-site observation visits periodically during the installation process and providing walk-through punch-lists after completion.



PLAINFIELD, ILLINOIS: DOWNTOWN BRANDING AND SIGNAGE

PROFESSIONAL FEES/EXPENSES

Professional fees and reimbursable expenses for this assignment are estimated as follows:

Phase 1: Analysis & Program Development:	\$7,600
Phase 2: System Development:	\$9,000
<u>Phase 3: Design Intent Drawings and Standards:</u>	<u>\$7,150</u>
Professional Fee Total:	\$23,750
<u>Estimated Project Expenses (5% of fee)</u>	<u>\$1,250</u>
<i>Total Project Budget</i>	<i>\$25,000</i>

PROFESSIONAL FEES/EXPENSES

A-66

MEMORANDUM

TO: Mark Franz, Village Manager
FROM: Matt Pekarek, Recreation Director
DATE: January 22, 2013
RE: Purchase of Kitchen and Bar Equipment



Background

The Village Links clubhouse is being expanded with a new restaurant and bar. In 2012 we hired a Kitchen Consultant, JS Designs of Orland Park, IL, to design the kitchen. Their design included a list of proposed equipment, equipment specifications and a layout.

Village Links staff evaluated our existing equipment and identified those items that could be reused in the new kitchen. We also identified some equipment items proposed by the consultant that we determined could be deferred and purchased later if needed. We sought proposals on 68 different items. With various quantities needed of each item, we sought proposals on a total of 101 pieces of equipment.

Issues

We advertised a Request for Proposal for the purchase of 68 equipment items, 101 pieces total. The Request for Proposal specified brands and models of equipment that would meet our needs and indicated our willingness to entertain proposals for alternate brands and models providing the same capability as those specified.

We received proposals from seven vendors. We also checked prices on various internet sites.

We went back to vendors to address questions about proposed alternates and to deal with various freight issues. We identified the best price available for each equipment item, and recommend that those proposals be accepted.

Recommendation

I recommend that the Village Board approve a motion to purchase Kitchen and Bar Equipment as follows, to be charged to the Recreation Fund Budget, Account #55 700 580 100:

Proposed Purchases		
	# of Items	Cost
Edward Don & Co., Riverside, IL	14	\$ 27,924.38
Gator Chef Inc., Bensenville, IL	10	\$ 14,313.85
JS Designs, Orland Park, IL	6	\$ 2,616.00
Schultz Supply, Cicero, IL	2	\$ 39,067.50
Schweppe Inc., Lombard, IL	9	\$ 4,920.00
TriMark Marlinn, Bedford Park, IL	21	\$ 79,770.77
www.katom.com	6	\$ 18,218.00
Total	68	\$ 186,830.50

Action Requested

Approve a Motion approving the purchase of Kitchen and Bar Equipment.

Attachments

Proposal Recap and Evaluation
Request For Proposal
Legal Notice – Request For Proposal

Proposal Recap and Evaluation

Proposals Received

We received 8 proposals from 7 different kitchen equipment vendors. We also checked equipment prices on the internet.

To foster competition, we entertained alternate brands to those specified by the Kitchen Consultant. Our evaluation of proposed alternate brands included discussions with industry peers and with the firms that we have found to be reliable equipment maintenance and repair firms.

We received quotes on 48 alternate pieces of equipment. We propose to purchase 25 of those alternate pieces of equipment at a savings of \$3,800.

We checked equipment on the internet. We found only one firm offering prices lower than the low proposal received. We propose to purchase 6 items from www.katom.com to save \$1,700 off the quotes received.

In total, we propose to purchase the 68 items from eight vendors for \$186,831, as follows:

Proposed Purchases		
	# of Items	Cost
Edward Don & Co., Riverside, IL	14	\$ 27,924.38
Gator Chef Inc., Bensenville, IL	10	\$ 14,313.85
JS Designs, Orland Park, IL	6	\$ 2,616.00
Schultz Supply, Cicero, IL	2	\$ 39,067.50
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TriMark Marlinn, Bedford Park, IL	21	\$ 79,770.77
www.katom.com	6	\$ 18,218.00
Total	68	\$ 186,830.50

Village Links staff will install all of the kitchen and bar equipment except for three pieces that require expertise beyond our capability. The three items that require vendor installation are Item #12 - Walk-in Cooler/Freezer, Item #13 - Beer Cooler, and Item #15 - Remote Beer Dispensing System.

<u>Walkin Cooler/Freezer Combo</u>	
Vendor: Schultz Supply, Cicero IL	
Purchase Price, delivered:	\$ 17,570.75
Installation:	\$ 3,300.00
Total	\$ 20,870.75
<u>Beer Cooler</u>	
Vendor: Schultz Supply, Cicero IL	
Purchase Price, delivered:	\$ 13,796.75
Installation:	\$ 4,400.00
Total	\$ 18,196.75
<u>Remote Beer Dispensing System</u>	
Vendor: TriMark Marlinn, Bedford Park IL	
Purchase Price, delivered:	\$ 24,038.88
Installation:	\$ 9,975.00
Total	\$ 34,013.88

These three items cost \$73,081, which includes \$17,675 in installation costs.

The Proposal Recap on the following pages lists the quotes received on each piece of equipment. Refer to the Request For Proposal for specifics on each item, including Brand, Model Number, and specifications.

Kitchen & Bar Equipment - Proposal Recap

Green Shading Indicates Alternate

Red Type Indicates Proposed Purchase

1/22/2013

Item #	qty	Item	Edward Don #1	Edward Don - Alternate	Gator Chef	JS Designs	Serv-U Rest. & Bar Equip	Schultz Company	Schweppe	Trimark Marlinn	Katom.com
1	2	Shelving - Five Shelf 72" Wire Chromate Finish	816.92	408.46	435.56	420.00	508.60	520.00	380.00	414.60	
2	1	Shelving - Five Shelf 54" Wire Chromate Finish	182.83	171.81	194.99	188.00	300.25	195.00	190.00	170.05	
3	2	Shelving - Five Shelf 60" Wire Green Epoxy Coated	1,054.04	418.32	562.10	542.00	632.70	1,116.00	420.00	388.75	
4	3	Shelving - Five Shelf Wire 60" Chromate Finish	1,645.47	522.48	584.97	564.00	637.50	1,755.00	495.00	470.80	
5	2	Shelving - Five Shelf Wire 42" Chromate Finish	623.72	299.82	332.64	320.00	419.60	680.00	330.00	287.23	
6	1	Shelf - Wall-Mounted, 48" Long	84.66	84.66	92.96	42.00	96.40	92.00	75.00	86.32	
7	1	Shelf - Wall-Mounted, 36" Long	75.48	75.48	82.88	34.00	88.25	82.00	65.00	76.96	
8	1	Shelf - Wall-Mounted, 24" Long	72.42	72.42	79.52	30.00	85.35	79.00	55.00	73.84	
9	1	Shelf - Pass Thru	744.75	744.75	865.87	797.00	780.00	851.00	660.00	714.69	
10	2	Shelf - Wall-Mounted, 60" Long	185.64	185.64	203.84	120.00	210.00	200.00	170.00	189.28	
11	1	Mop Sink	686.46	686.46	753.76	410.00	660.00	742.00	715.00	699.92	
12	1	Walkin Cooler/Freezer Combo	29,463.75	27,004.13	28,146.00	24,656.00	25,757.00	20,382.00	22,132.50	28,911.88	
13	1	Beer Cooler	20,783.10	19,044.79	21,483.00	17,965.00	22,017.50	17,708.00	18,402.50	19,454.26	
14	5	Beer Keg Rack	2,605.75	2,605.75	2,647.79	2,450.00	4,930.00	2,830.00	2,525.00	2,336.41	
15	1	Remote Beer Dispensing System	34,633.07	34,633.07	42,340.00	28,700.00	35,130.00	35,390.00	26,900.00	34,013.88	
16	3	Hand Sink - wall mounted with right & left splashes	601.56	601.56	675.45	480.00	615.00	477.00	435.00	393.36	
17	1	Hand Sink - wall mounted	184.84	184.84	148.96	125.00	191.50	205.00	145.00	157.93	
18	1	Sink - 3 Compartment	2,189.63	2,189.63	2,544.64	1,775.00	2,167.50	2,502.00	2,190.00	2,178.18	
19	1	Pot Rack	316.20	316.20	347.20	290.00	315.00	341.00	255.00	322.40	
20	1	Broiler Deck-Type, Gas	9,281.64	9,281.64	9,931.90	9,196.00	8,405.00	9,933.00	8,990.00	8,503.54	
21	1	Range - 36", 4 Open Burners	2,268.41	2,268.41	2,426.60	2,135.00	2,410.00	2,428.00	2,200.00	2,059.09	
22	1	Convection Oven - Gas	6,231.04	5,236.97	6,668.15	6,150.00	5,920.00	6,672.00	6,035.00	5,893.99	
23	1	Griddle - Gas, Counter Unit	2,627.76	2,210.90	2,812.09	2,645.00	2,635.00	2,813.00	2,545.00	2,421.90	
24	1	Charbroiler - Counter Model	3,411.41	3,198.72	3,650.71	3,435.00	3,370.00	3,651.00	3,305.00	3,144.15	
25	1	Range - 48" 8 Open Burners	6,237.40	6,223.94	6,674.94	6,130.00	5,820.00	6,677.00	6,045.00	5,795.44	
26	1	Fryer - Gas	3,103.04	1,062.95	1,528.80	1,810.00	1,825.00	1,904.00	1,475.00	1,454.52	
27	1	Refrigerator - Counter, Chef Base	4,647.28	4,567.93	4,499.00	4,462.00	4,815.00	4,745.00	4,530.00	4,486.49	\$ 4,254.00

Kitchen & Bar Equipment - Proposal Recap

Green Shading Indicates Alternate

Red Type Indicates Proposed Purchase

1/22/2013

Item #	qty	Item	Edward Don #1	Edward Don - Alternate	Gator Chef	JS Designs	Serv-U Rest. & Bar Equip	Schultz Company	Schweppe	Trimark Marlinn	Katom.com
28	1	Freezer - Reach-in, One Section	2,743.58	2,743.58	2,915.07	2,635.00	2,930.00	2,810.00	2,675.00	2,648.65	\$ 2,519.00
29	3	Refrigerator - Sandwich top	8,397.90	8,397.90	6,510.60	8,070.00	8,970.00	7,665.00	8,205.00	8,419.50	
30	1	Refrigerator - Reach-in	2,192.99	2,192.99	2,335.26	2,110.00	2,390.00	2,240.00	2,140.00	2,117.12	\$ 2,007.00
31	1	Refrigerator - Merchandiser	1,643.81	1,634.81	1,404.17	1,580.00	1,840.00	1,674.00	1,560.00	1,580.85	
32	1	Work Table - 36" Long	548.81	548.81	656.37	430.00	615.00	627.00	400.00	526.66	
33	1	Work Table - 24" Long	403.16	403.16	468.72	370.00	490.00	461.00	320.00	386.88	
34	1	Work Table - Cabinet Base, Open Front	2,086.06	2,086.06	2,425.24	2,235.00	2,103.00	2,384.00	1,915.00	2,001.79	
35	1	Work Table - 36" Long	892.14	892.14	1,037.23	955.00	1,045.00	1,020.00	700.00	856.13	
36	1	Work Table - 48" Long	892.58	892.58	1,037.73	956.00	1,045.00	1,020.00	890.00	548.70	
37	1	Work Table	1,325.65	1,331.00	1,400.87	1,735.00	1,365.00	1,392.00	1,330.00	1,300.41	
38	1	Work Table - 60" Long, cabinet base, open front	1,908.71	1,908.71	2,179.00	2,005.00	1,950.00	2,186.00	1,910.00	1,920.67	
39	1	Dish Table - Clean	2,248.57	2,248.57	2,614.24	2,410.00	2,227.10	2,570.00	2,245.00	2,157.79	
40	1	Dish Table - Soiled	3,989.95	3,989.95	4,638.81	4,275.00	4,580.00	5,457.00	4,930.00	5,791.97	
41	1	Heat Lamp - Rod Type	614.25	614.25	655.20	675.00	670.00	644.00	615.00	643.50	
42	1	Buffet - Hot Food, Electric	1,846.14	1,758.23	1,891.20	1,920.00	1,790.00	1,935.00	1,850.00	1,720.99	
43	1	Oven Microwave	514.50	272.00	443.52	345.00	470.00	437.00	420.00	371.73	
44	1	Microwave Shelf	155.04	155.04	170.24	130.00	160.00	168.00	120.00	158.08	
45	2	Food Warmer Drop-in Electric	589.68	532.36	604.00	660.00	570.00	1,288.00	580.00	512.18	
46	1	Warming Drawer Unit, Built-In	1,728.72	1,560.65	1,728.16	1,914.00	1,620.00	1,887.00	1,625.00	1,501.48	
47	1	Cabinet Banquet Heated	4,062.45	4,062.45	4,100.00	4,400.00	4,300.00	4,256.00	4,065.00	3,771.11	
48	1	Draft Beer cooler	2,613.68	2,613.68	1,955.30	2,635.00	2,900.00	2,793.00	2,670.00	2,664.43	
49	2	Bottle Cooler	3,949.02	3,949.02	3,587.78	4,040.00	4,460.00	4,220.00	4,030.00	4,025.70	\$ 3,120.00
50	4	Ice Bin	4,768.48	4,768.48	4,654.92	4,808.00	5,540.00	5,096.00	4,880.00	4,861.08	\$ 4,091.00
51	1	Hand Sink - free standing unit with right splash	596.53	596.53	590.19	601.00	695.00	639.00	615.00	608.11	
52	1	Hand Sink - free standing unit with left splash	596.53	596.53	590.19	601.00	695.00	639.00	615.00	608.11	
53	2	Hand Sink - free standing unit	1,103.14	1,103.14	1,021.10	1,112.00	1,290.00	1,180.00	1,130.00	1,124.55	
54	1	Blender station - with dump sink	614.14	614.14	607.82	619.00	705.00	656.00	630.00	626.06	

Kitchen & Bar Equipment - Proposal Recap

Green Shading Indicates Alternate

Red Type Indicates Proposed Purchase

1/22/2013

Item #	qty	Item	Edward Don #1	Edward Don - Alternate	Gator Chef	JS Designs	Serv-U Rest. & Bar Equip	Schultz Company	Schwepe	Trimark Marlinn	Katom.com
55	2	Blender Station - with dump sink & right end splash	1,318.20	1,318.20	1,330.56	1,330.00	1,520.00	1,410.00	1,360.00	1,343.79	
56	1	Blender station - with dump sink & left end splash	659.10	659.10	665.28	665.00	765.00	705.00	680.00	671.90	
57	1	Drainboard - free standing design 30"	463.04	463.04	439.99	466.00	560.00	495.00	475.00	472.03	
58	1	Drainboard - free standing design 24"	420.86	420.86	407.45	425.00	510.00	451.00	435.00	429.03	
59	2	Drainboard - free standing design 36"	1,010.42	1,010.42	637.04	1,020.00	1,200.00	1,082.00	1,040.00	1,030.05	
60	1	Drainboard - free standing design 18"	378.68	378.68	637.05	665.00	470.00	405.00	395.00	386.03	
61	2	Underbar Work Board Sink Unit	2,561.30	2,561.30	2,442.38	2,712.00	2,950.00	2,736.00	2,620.00	2,776.41	\$ 2,227.00
62	2	Glass Froster - 36" long	3,802.56	3,802.56	4,080.12	3,832.00	4,310.00	4,064.00	3,880.00	3,876.39	
63	2	Glass Froster - 24" long	3,339.06	3,339.06	3,568.32	3,370.00	3,820.00	3,568.00	3,410.00	3,403.89	
64	1	Backbar Dry Storage Cabinet	1,161.53	1,161.53	1,162.00	1,275.00	1,435.00	1,243.00	1,250.00	1,184.09	
65	1	Backbar Storage Cabinet Refrigerated pass-thru	3,846.13	3,846.13	3,847.00	3,930.00	4,255.00	4,110.00	3,990.00	3,974.67	
66	1	Backbar Storage Cabinet Refrigerated pass-thru	3,846.13	3,846.13	3,847.00	3,930.00	4,255.00	4,167.00	3,935.00	3,974.67	
67	2	Liquor Display - left cord	647.04	647.04	648.00	652.00	810.00	692.00	660.00	659.61	
68	2	Liquor Display - right cord	647.04	647.04	648.00	652.00	810.00	692.00	660.00	659.61	

Freight	1,494.00		150.00	200.00		977.50		925.00	
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Proposed Purchases	27,924.38		14,313.85	2,616.00		39,067.50	4,920.00	79,770.77	18,218.00
# of Items	14		10	6		2	9	21	6

Total - \$186,830.50

Total - 68 Items

REQUEST FOR PROPOSALS

Restaurant and Bar Equipment

Village of Glen Ellyn Recreation Department
Village Links of Glen Ellyn
Glen Ellyn, Illinois

The Village of Glen Ellyn Recreation Department will accept proposals for sixty-eight different pieces of Restaurant and Bar Equipment

Proposals must be received at the Village Links of Glen Ellyn, 485 Winchell Way, Glen Ellyn, Illinois 60137, no later than 10:30 a.m. on Monday January 14, 2013.

Proposal and specification packets can be obtained from Food Service Manager Mike Atkins, 485 Winchell Way, Glen Ellyn, Illinois, 630-469-5550, or via email at purchasing@villagelinksgolf.com.

The Village of Glen Ellyn is an equal opportunity employer M/F.

INSTRUCTIONS TO PROPOSERS

Restaurant and Bar Equipment

Village of Glen Ellyn Recreation Department
Village Links of Glen Ellyn
Glen Ellyn, Illinois

1. It is not the intent nor the purpose of these specifications to prohibit a reliable supplier from bidding or securing a contract for the proposed Restaurant and Bar Equipment. However, the specifications do outline the necessary requirements for the Restaurant and Bar Equipment best suited to the needs of the Village of Glen Ellyn Recreation Department.
2. All proposals shall be submitted on the attached proposal form.
3. All proposals shall be delivered to the Village Links of Glen Ellyn, 485 Winchell Way, Glen Ellyn, Illinois 60137, on or before 10:30 AM, Monday January 14, 2013. Proposals may be submitted by email to purchasing@villagelinksgolf.com.
4. Bidders shall be required to fill all specifications and requirements of the Village of Glen Ellyn Recreation Department as stated herein. The Village reserves the right to accept the proposal that best meets its need, and may waive any technical provisions contained within the specifications which are found not to affect the quality of the Restaurant and Bar Equipment to be supplied or the price to be paid.
5. A specific brand and model number is listed for each item. The Village will consider other brands that perform essentially the same as the listed model, as long as the specifications and performance of the alternate item meet or exceed that of the listed item.
6. By Illinois State Law, municipalities, such as the Village of Glen Ellyn, are exempt from retail Sales Tax. The Sales Tax Exemption I. D. Number of the Village of Glen Ellyn is E9997 4452 06.
7. It is anticipated that the award of the Restaurant and Bar Equipment will be made on Monday, January 28, 2013.

GENERAL REQUIREMENTS

Restaurant and Bar Equipment

Village of Glen Ellyn Recreation Department
Village Links of Glen Ellyn
Glen Ellyn, Illinois

REQUIREMENTS

1. INTENT - These Requirements cover all things necessary or proper for, or incidental to the furnishing and delivery of said Restaurant and Bar Equipment.
2. COMPLIANCE WITH RULES AND REGULATIONS - The Restaurant and Bar Equipment furnished shall comply with federal, state and local regulations concerning food preparation and handling, health and sanitation. Each Restaurant and Bar Equipment item proposed must comply with the regulations of the Health Department of DuPage County, Illinois and must be NSF approved where applicable.
3. EQUIPMENT SPECIFICATION SHEET - Upon request, the vendor shall provide an equipment specification sheet for each proposed product before the date of the award of proposals.
4. AWARD - Each specified Restaurant and Bar Equipment item will be awarded to the lowest responsible proposer. The vendor should be aware that each of the sixty-eight (68) items will be awarded individually, based upon the lowest cost, installation cost and operating cost for each Restaurant and Bar Equipment item. Operating cost can include utility consumption and expected maintenance and repair costs. The Village will in all cases make the determination that is in its best interest, without exception.
5. DELIVERY - Within ten (10) days after receiving an order, the vendor shall notify the Food Service Manager when and how he intends to deliver the specified Restaurant and Bar Equipment items. All of the Restaurant and Bar Equipment items shall be delivered F.O.B. 485 Winchell Way, Glen Ellyn, Illinois no later than March 28, 2013.
6. INSTALLATION - When installation is included with an item, that installation must be scheduled with the Food Service Manager and the Village Links clubhouse construction contractor. The one story clubhouse is currently under construction. Please refer to the enclosed plans for details. It is anticipated that the clubhouse will be ready for equipment installation in April 2013.

Village Links of Glen Ellyn - Kitchen & Bar Equipment

#	qty	Item	Unit Price	Extended
1	2	Shelving - Five Shelf 72" Wire Chromate Finish	\$	\$
		5 ea. Focus Foodservice® Model No. FF2472C Shelf, Wire, 24"W x 72"L, chromate finish		
		8 ea. Focus Foodservice® Model No. FG086C Post, 86"H, stationary, chromate finish		
		<i>List Alternate Brand & Model No. if appropriate:</i>		
2	1	Shelving - Five Shelf 54" Wire Chromate Finish	\$	\$
		5 ea. Focus Foodservice® Model No. FF2454C Shelf, Wire, 24"W x 54"L, chromate finish		
		4 ea. Focus Foodservice® Model No. FG086C Post, 86"H, stationary, chromate finish		
		<i>List Alternate Brand & Model No. if appropriate:</i>		
3	2	Shelving - Five Shelf 60" Wire Green Epoxy Coated	\$	\$
		10 ea. Focus Foodservice® Model No. FF2460G Shelf, Wire, 24"W x 60"L, green epoxy coated finish		
		8 ea. Focus Foodservice® Model No. FGN074G Post, 74"H, mobile, green epoxy coated with SaniGard™		
		2 sets Focus Foodservice® Model No. FSCAST5 Stem/Swivel Caster Set, 5" dia., heavy duty polyurethane non-marking with donut bumpers, (2 with brakes), 300 lb. capacity per caster, NSF (set of 4)		
		<i>List Alternate Brand & Model No. if appropriate:</i>		
4	3	Shelving - Five Shelf Wire 60" Chromate Finish	\$	\$
		15 ea. Focus Foodservice® Model No. FF2460C Shelf, Wire, 24"W x 60"L, chromate finish		
		12 ea. Focus Foodservice® Model No. FG086C Post, 86"H, stationary, chromate finish		
		<i>List Alternate Brand & Model No. if appropriate:</i>		
5	2	Shelving - Five Shelf Wire 42" Chromate Finish	\$	\$
		10 ea. Focus Foodservice® Model No. FF2442C Shelf, Wire, 24"W x 42"L, chromate finish		
		8 ea. Focus Foodservice® Model No. FG086C Post, 86"H, stationary, chromate finish		
		<i>List Alternate Brand & Model No. if appropriate:</i>		

Village Links of Glen Ellyn - Kitchen & Bar Equipment

#	qty	Item	Unit Price	Extended
6	1	Shelf - Wall-Mounted, 48" Long	\$	\$
		1 ea. Advance Tabco® Model #WS-KD-48-X Shelf, wall-mounted, stainless steel, 11-1/8" wide, 4 feet long, knocked down type		
		List Alternate Brand & Model No. if appropriate:		
7	1	Shelf - Wall-Mounted, 36" Long	\$	\$
		Advance Tabco® Model No. WS-KD-36-X Shelf, wall-mounted, stainless steel, 11-1/8" wide, 3 feet long, knocked down type		
		List Alternate Brand & Model No. if appropriate:		
8	1	Shelf - Wall-Mounted, 24" Long	\$	\$
		1 ea. Advance Tabco® WS-KD-24-X Shelf, wall-mounted, stainless steel, 11-1/8" wide, 2 feet long, knocked down type		
		List Alternate Brand & Model No. if appropriate:		
9	1	Shelf - Pass Thru	\$	\$
		Advance Tabco® Model No. PA-24-108		
		Pass-Thru Shelf, 24"W x 108"L, (cantilever bracket used for overhang of 6" or greater), galvanized hat channel, stainless steel shelf & brackets		
		1 ea. TA-60 Special Length Modification to reduce size of shelf (price next largest size, add "TA-60" to model number) (nc)		
		List Alternate Brand & Model No. if appropriate:		
10	2	Shelf - Wall-Mounted, 60" Long	\$	\$
		2 ea. Advance Tabco® WS-KD-60-X Shelf, wall-mounted, stainless steel, 11-1/8" wide, 5 feet long, knocked down type		
		List Alternate Brand & Model No. if appropriate:		
11	1	Mop Sink	\$	\$
		Advance Tabco® Model No. 9-OP-20-X		
		Mop Sink, floor mounted, 20" L-R, 16" F-B, 6" high water level, free flow drain with 2" IPS outlet, stainless steel construction		
		1 ea. K-240-X Service Faucet		
		1 ea. K-242-X Mop Hanger		
		List Alternate Brand & Model No. if appropriate:		

Village Links of Glen Ellyn - Kitchen & Bar Equipment

#	qty	Item	Unit Price	Extended
12	1	Walkin Cooler/Freezer Combo	\$	\$
		Leer Inc.® Model No. CUSTOM		
		11'7"x10'7-1/2"x8'6" Combo Box Floor in Freezer		
		.100 Alum. 26ga Stucco Galvanized Finish		
		2-36"x78" doors 4Door Kick Plates		
		2 Flourescent Lights, 17' Corner Trim		
		One 2-1/2 HP Low Temp Condenser With Blower Coil		
		One 3/4 HP medium Temp Condenser with Blower Coil		
		Both Pre-Assembled Remote Type Systems 208/230 1 phase		
		1Yr Parts 5Yr Compressor Warranties		
		List Alternate Brand & Model No. if appropriate:		
	1	Walkin Cooler/Freezer Combo - Installation	\$	\$
		Assemble, connect and install the Walkin Cooler/Freezer Combo unit (item #12 above, Leer Inc.® Model No. CUSTOM, 11'7"x10'7-1/2"x8'6") so the unit is fully operational and ready for use per manufacturer specifications and warranty requirements, in full compliance with all local codes.		
		List Installation Firm:		
13	1	Beer Cooler	\$	\$
		Leer Inc.® Model No. CUSTOM		
		Walk-In Beer Cooler 19'3"x11'7"x8'2" OA Size No Floor 26ga Stucco Galvanized Finish		
		One 36"x78" Door		
		2 Aluminum Kick Plates		
		3 Flourescent Lights, 17' Trim		
		1-2Hp Condensing Unit With Blower Coil Pre-Assembled Remote Unit		
		1-Yr Parts 5yr Compressor Warranty		
		List Alternate Brand & Model No. if appropriate:		
	1	Beer Cooler - Installation	\$	\$
		Assemble, connect and install the Walk-in Beer Cooler unit (item #13 above, Leer Inc.® Model No. CUSTOM, 19'3"x11'7"x8'2") so the unit is fully operational and ready for use per manufacturer specifications and warranty requirements, in full compliance with all local codes.		
		List Installation Firm:		

Village Links of Glen Ellyn - Kitchen & Bar Equipment

#	qty	Item	Unit Price	Extended
14	5	Beer Keg Rack	\$	\$
		New Age® Model No. 1288		
		8 keg capacity, 18" x 80" x 76"H		
		"T"-Bar shelves, all welded aluminum construction, 3 shelves, NSF		
		Lifetime warranty against rust & corrosion, 5 year construction warranty, std.		
		10 New Age® Model No. 94030 U-Brace, 18" x 80" x 2", all welded aluminum construction, NSF		
		List Alternate Brand & Model No. if appropriate:		
15	1	Remote Beer Dispensing System	\$	\$
		Micro Matic® USA Model No. MMPP4302-PKG		
		1- 1/2HP Dual Pump and Motor Remote Glycol Beer Dispensing System. Three 12 product 4-Glycol Trunk Lines. One 24-Faucet 2 Column Double Service Tower with drainer. One 12-Faucet Wall Mounted Tower with built in drainer. Complete system. Includes all standards, drainers, lines conduits, fittings, valves, regulators, etc.. Brass or Stainless Steel Finish. See attached floor plan.		
		List Alternate Brand & Model No. if appropriate:		
	1	Remote Beer Dispensing System - Installation	\$	\$
		Assemble, connect and install the Micro Matic® USA Model No. MMPP4302-PKG Remote Beer Dispensing System above (item #15), so the unit is fully operational and ready for use per manufacturer specifications and warranty requirements, in full compliance with all local codes. The Remote Beer Dispensing System includes all standards, drainers, lines conduits, fittings, valves, regulators, etc.		
		List Installation Firm:		
16	3	Hand Sink - wall mounted with right & left splashes	\$	\$
		John Boos® Model No. PBHSW-1410PSSLR		
		14" wide x 10" front-to-back x 5" deep, all stainless steel construction, with left & right side splashes (Splash Mount Faucet included)		
		List Alternate Brand & Model No. if appropriate:		
17	1	Hand Sink - wall mounted	\$	\$
		John Boos® Model No. PBHS-W-1410		
		14" wide x 10" front-to-back x 5" deep, all stainless steel construction		
		1 ea. PBF-4SM-5G Sink Mixing Faucet, with 5" goose neck spout, splash mounted, 4" centers, with 1/2" NPT		
		List Alternate Brand & Model No. if appropriate:		

Village Links of Glen Ellyn - Kitchen & Bar Equipment

#	qty	Item	Unit Price	Extended
18	1	Sink - 3 Compartment	\$	\$
		Advance Tabco® Model No. FC-3-2424-18RL		
		Fabricated NSF Sink, 3 compartments, 18" right & left drainboards		
		Bowl size 24" x 24" x 14" deep, 16/304 stainless steel, tile edge splash, rolled edge		
		Faucet holes on 8" centers (requires two faucets)		
		Stainless steel legs, 1" adjustable stainless steel bullet feet, NSF, overall 29.5" F/B x 108" L/R		
		1 ea. K-112 Faucet, splash-mounted, 8" O.C., 12" spout, extra heavy duty		
		1 ea. DTA-53 Pre-rinse Faucet, 8" O.C., splash mount		
		1 ea. K-117 Add-A-Faucet, 12" spout		
		3 ea. K-5 Drain, twist operated, 2" NPT and 1-1/2" IPS outlet connections		
		List Alternate Brand & Model No. if appropriate:		
19	1	Pot Rack	\$	\$
		1 ea. Advance Tabco® Model #SW-72-X Pot Rack, wall-mounted, double bar design, 72" long, with 18 plated double hooks, constructed of 1/4" x 2" stainless steel		
		List Alternate Brand & Model No. if appropriate:		
20	1	Broiler Deck-Type, Gas	\$	\$
		Southbend® Model No. P32D-171		
		Platinum Single Deck Broiler Heavy Duty Range Match, Gas, 32", infrared burners, standard oven base, warming oven, stainless steel front & sides, 6" adjustable legs, rear gas connection, 149,000 BTU, CSA, NSF		
		Standard (2) years limited parts and labor warranty		
		Natural Gas		
		1" Rear gas connection, standard		
		maximum capacity 600,000 BTU		
		120v/60/1-ph, with cord & plug, standard		
		Casters, in lieu of legs, set of 4		
		List Alternate Brand & Model No. if appropriate:		
21	1	Range - 36", 4 Open Burners	\$	\$
		Southbend® Model No. 4367D		
		Ultimate Restaurant Range, Gas, 36", 4 Pyromax burners with standard grates, standard oven base, standing pilot, 22-1/2" flue riser with heavy duty shelf, stainless steel front, sides and shelf, 6" adjustable legs, 214,500 BTU, CSA, NSF		
		Standard one year limited warranty (range)		
		NOTE: 22.5" high flue riser, with heavy duty shelf, standard		
		Natural Gas		
		Casters, 2 locking & 2 standard, in lieu of legs		
		List Alternate Brand & Model No. if appropriate:		

Village Links of Glen Ellyn - Kitchen & Bar Equipment

#	qty	Item	Unit Price	Extended
22	1	Convection Oven - Gas	\$	\$
		Southbend® Model No. SLGS/22SC		
		SilverStar Convection Oven, Gas, double-deck, standard depth, solid state controls, stainless steel front, top & sides, aluminized steel rear, 60/40 dependent doors, interior light, 6" stainless steel legs, 144,000 BTU, 120v/60/1, NEMA 5-15P, 1/2hp fan and motor, CSA, NSF, ENERGY STAR®		
		Standard one year limited warranty		
		Natural Gas		
		120v/60/1, 7.9 amps, NEMA 5-15P, standard		
		Casters in lieu of legs		
		List Alternate Brand & Model No. if appropriate:		
23	1	Griddle - Gas, Counter Unit	\$	\$
		Southbend® Model No. HDG-36		
		Griddle, Gas, Counter Model, 36" wide, 1" thick polished steel plate, spark ignition (battery), (3) thermostatic controls range 150° - 400°F settings, stainless steel front & sides, 4" stainless steel legs, 90,000 BTU, CSA, NSF		
		Natural Gas		
		Standard one year limited warranty		
		List Alternate Brand & Model No. if appropriate:		
24	1	Charbroiler - Counter Model	\$	\$
		Southbend® Model No. HDC-48		
		Charbroiler, Gas, Counter Model, 48" wide, cast iron radiants, stainless steel burners, two-position, two sided cooking grid, stainless steel front & sides, 4" stainless steel legs, 160,000 BTU, CSA, NSF		
		Natural Gas		
		Standard one year limited warranty		
		List Alternate Brand & Model No. if appropriate:		
25	1	Range - 48" 8 Open Burners	\$	\$
		Southbend® Model No. 4481DC		
		Ultimate Restaurant Range, Gas, 48", 8 Non-Clog burners with standard grates, standing pilot, 1 standard oven plus cabinet base, 22-1/2" flue riser with heavy duty shelf, stainless steel front, sides and shelf, 6" adjustable legs, 309,000 BTU, CSA, NSF		
		1 Standard one year limited warranty (range)		
		NOTE: 22.5" high flue riser, with heavy duty shelf, standard		
		Natural Gas		
		Casters, 2 locking & 2 standard, in lieu of legs		
		1 P36-NFR Platinum Compact Infrared Broiler Sectional Mount, Gas, 36", dual valve control, counter balanced rack system, stainless steel front & sides, 40,000 BTU		
		1 Flue mount kit		
		List Alternate Brand & Model No. if appropriate:		

Village Links of Glen Ellyn - Kitchen & Bar Equipment

#	qty	Item	Unit Price	Extended
26	1	Fryer - Gas	\$	\$
		Pitco Frialator® Model No. SG14-S		
		Solstice 3 Standard Fryer, gas, heavy duty floor model, 40-50 lb. fat cap., millivolt control, stainless steel tank, front, sides, 110,000 BTU (free standing, stand alone fryer only special price)		
		1 ea. P6072145 Basket, (2) oblong/twin size, 13-1/2" x 6-1/2" x 5-1/2" deep, long handle, regular mesh (shipped std (n/c) with models "T" SG14, batteries shipped with (1) per fryer (nc)		
		B3901504 Casters, 9" adjustable swivel (set of 4) non-lock rear & lock front casters, SG, BNB		
		<i>List Alternate Brand & Model No. if appropriate:</i>		
27	1	Refrigerator - Counter, Chef Base	\$	\$
		Beverage Air® Model No. WTRCS84-1		
		Worktop Cookstand Refrigerator, two-section, 84" W, 17.5 cubic feet, stainless steel construction, with (4) drawers, side-mounted self-contained refrigeration, 6" casters, 1/5 hp, UL, cUL, UL-EPH		
		Limited Warranty: 1 yr parts and labor		
		Additional 4 yr compressor warranty, standard		
		115v/60/1-ph, 4.5 amps, standard		
		<i>List Alternate Brand & Model No. if appropriate:</i>		
28	1	Freezer - Reach-in, One Section	\$	\$
		Beverage Air® Model No. HFS1-1S		
		Horizon Series Freezer, reach-in, one-section, 24 cubic feet, (1) righthand hinged solid door with locks, (3) adjustable shelves, electronic control, digital display, expansion valve technology, automatic defrost, top-mounted self-contained refrigeration, stainless steel front, gray painted sides, stainless steel interior, 6" casters, 1/2 hp, UL, cUL, ULEPH, ENERGY STAR®		
		Limited Warranty: 18 months parts and labor		
		Additional 4 yr compressor warranty, standard		
		115v/60/1-ph, 7.1 amps, standard		
		1 Left hand hinge door, no charge when optional suffix -18 is specified on order.		
		6" Heavy duty casters (2) locking, standard		
		<i>List Alternate Brand & Model No. if appropriate:</i>		

Village Links of Glen Ellyn - Kitchen & Bar Equipment

#	qty	Item	Unit Price	Extended
29	3	Refrigerator - Sandwich top	\$	\$
		Beverage Air® Model No. SPE48-18M		
		Elite Series™ Sandwich Top Refrigerated Counter, two-section, 48" W, 13.9 cubic feet, (2) doors, stainless steel top with opening for (6) 1/6, (2) 1/2 & (1) full size pans, stainless steel exterior, aluminum interior, rearmounted self-contained refrigeration, 1/4 HP, with 10" cutting board, UL, cUL, UL-EPH, NSF		
		1 Limited Warranty: 1 yr parts and labor		
		1 Additional 4 yr compressor warranty, standard		
		1 115v/60/1-ph, 5.0 amps, 8' cord, NEMA 5-15P, standard		
		1 6" Heavy duty casters, standard		
		1 each 00C23-075A-02 Mega Top Double Overshelf, 48" L, for SPE48-18M sandwich prep table		
		List Alternate Brand & Model No. if appropriate:		
30	1	Refrigerator - Reach-in	\$	\$
		Beverage Air® Model No. HR1-1S		
		Horizon Series Refrigerator, reach-in, one-section, 24 cubic feet, (1) right-hand hinged solid door with locks, (3) shelves, electronic control, digital display, top-mounted self-contained refrigeration, stainless steel front, gray painted sides, aluminum interior, 6" casters, 1/3 hp, UL, cUL, UL-EPH, ENERGY STAR®		
		Limited Warranty: 18 months parts and labor		
		Additional 4 yr compressor warranty, standard		
		115v/60/1-ph, 5.8 amps, standard		
		Door hinged on right, standard		
		6" Heavy duty casters (2) locking, standard		
		List Alternate Brand & Model No. if appropriate:		
31	1	Refrigerator - Merchandiser	\$	\$
		Beverage Air® Model No. LV23-1-B		
		LumaVue Refrigerated Merchandiser, reach-in, one-section, (1) hinged glass door, 23 cubic feet capacity, mechanical temperature controls, (5) adjustable wire shelves, interior fluorescent lighting, self closing door with recessed pocket door handle, black exterior, 1/3 hp, UL, cUL, UL-EPH, ENERGY STAR®, MADE IN USA		
		Limited Warranty: 1 yr parts and labor		
		Additional 4 yr compressor warranty, standard		
		115v/60/1-ph, 5.8 amps, NEMA 5-15P, standard		
		1 st FOCUS FSCAST4 Stem Caster Set, 4", with bumpers and brakes, (set of 4)		
		List Alternate Brand & Model No. if appropriate:		
32	1	Work Table - 36" Long	\$	\$
		Advance Tabco® Model No. KMS-303		
		Work Table, 30" wide top, with splash at rear only, 36" long, with adjustable undershelf, stainless steel frame & shelf, 16 gauge, type 304 stainless steel top, 5" backsplash, stainless steel bullet feet		
		List Alternate Brand & Model No. if appropriate:		

Village Links of Glen Ellyn - Kitchen & Bar Equipment

#	qty	Item	Unit Price	Extended
33	1	Work Table - 24" Long	\$	\$
		Advance Tabco® Model No. FMS-302		
		Work Table, 30" wide top with turned up edge at rear, 24" long, with adjustable undershelf, stainless steel frame & shelf, 16 gauge, type 304 stainless steel top, 1-1/2" rear splash, stainless steel bullet feet		
		List Alternate Brand & Model No. if appropriate:		
34	1	Work Table - Cabinet Base, Open Front	\$	\$
		Advance Tabco® Model No. EF-SS-308		
		Work Table, open front cabinet base, 30" wide, 14/304 stainless steel top with 1-1/2" turned up edge at rear, 96" long, stainless steel bullet feet		
		2 ea. TA-34 Top cut-out (per cut-out)		
		2 ft TA-27 Control Panel for heated well, requires top cut out TA-34 (per foot)		
		2 ea. TA-108 Punch 2" hole for appliance cord (location to be specified)		
		2 ft TA-4 Provide removable access panel, (per linear foot)		
		1 ea. TA-15 Prepare for drawer warmer (warmer by others, specify brand & model), for enclosed base tables only, includes side partition(s) & apron		
		List Alternate Brand & Model No. if appropriate:		
35	1	Work Table - 36" Long	\$	\$
		Advance Tabco® Model No. FMS-303		
		Work Table, 30" wide top with turned up edge at rear, 36" long, with adjustable undershelf, stainless steel frame & shelf, 16 gauge, type 304 stainless steel top, 1-1/2" rear splash, stainless steel bullet feet		
		1 ea. TA-11A Sink Welded Into Table Top, 16" X 20" X 8"		
		List Alternate Brand & Model No. if appropriate:		
36	1	Work Table - 48" Long	\$	\$
		Advance Tabco® Model No. FMS-364		
		Work Table, 36" wide top with turned up edge at rear, 48" long, with adjustable undershelf, stainless steel frame & shelf, 16 gauge, type 304 stainless steel top, 1-1/2" rear splash, stainless steel bullet feet		
		1 ea. TA-229 Rear mounting provision (nc)		
		1 ea. PT-15R-48 Shelf, table mounted, single deck, 15" overall width, 4 feet long, stainless steel, uprights of shelf, rear mounted		
		List Alternate Brand & Model No. if appropriate:		
37	1	Work Table	\$	\$
		John Boos® Model No. 140-25		
		stainless steel top with 6" backsplash, Stallion safety edge front, 90° turndown on sides, all welded set-up, NSF		
		1 ea. 0002L Length modification to reduce size, price next largest size		
		1 ea. 0115X Modified to specifications, PER SKETCH (used when changing size)		
		List Alternate Brand & Model No. if appropriate:		

Village Links of Glen Ellyn - Kitchen & Bar Equipment

#	qty	Item	Unit Price	Extended
38	1	Work Table - 60" Long, cabinet base, open front	\$	\$
		Advance Tabco® Model No. EF-SS-305		
		Work Table, open front cabinet base, 30" wide, 14/304 stainless steel top with 1-1/2" turned up edge at rear, 60" long, stainless steel bullet feet		
		3 ft TA-64 Um Trough, (factory installation only) (per linear foot)		
		1 ft TA-92 Apron in front of sink, 12", (per linear foot)		
		1 ea. US-30-36 Work Table Undershelf, 18 gauge 430 stainless steel, 30" wide, 3 feet long		
		1 ea. TA-42 Interior partition, 2-1/2" x 30", each		
		1 ea. TA-11F Sink Welded Into Table Top, 10" X 14" X 10"		
		List Alternate Brand & Model No. if appropriate:		
39	1	Dish Table - Clean	\$	\$
		Advance Tabco® Model No. DTC-K70-72R		
		Korner Clean Dish Table, L-shaped, left-to-right, 10-1/2" backsplash, 3" rolled front & side rims, stainless steel legs, with crossrails, 71" long, 16/304 stainless steel		
		Dish Machine Brand and Model to be specified to ensure proper fit		
		1 ea. K-508 Modification to reduce length, start with next largest size then add K-508 to model number for sinks and dish tables (nc)		
		1 ea. DT-6R-23 Sorting Shelf, KD tubular design, 62" long, holds three racks		
		1 ea. DTA-SS-66 Undershelf, 66", stainless steel		
		6 ft TA-9 Rear splash, 1-1/2" high, for undershelves, (per linear foot)		
		List Alternate Brand & Model No. if appropriate:		
40	1	Dish Table - Soiled	\$	\$
		Advance Tabco® Model No. DTS-U30-84R		
		Dish Table, soiled, u-shaped, right-to-left, 59" x 108" x 83" w/landing, 10- 1/2" backsplash, with pre-rinse sink, 16 ga. 304 stainless steel legs w/crossrails front-to-back, 14/304 stainless steel, s/s bullet feet		
		Dish Machine Brand and Model to be specified to ensure proper fit		
		1 ea. K-508 Modification to reduce length, start with next largest size then add K-508 to model number for sinks and dish tables (nc)		
		7 ft DTA-79 Double Sided Slant Tubular Rack Sorting Shelf, table mounted (minimum 3 ft) (per linear foot)		
		List Alternate Brand & Model No. if appropriate:		

Village Links of Glen Ellyn - Kitchen & Bar Equipment

#	qty	Item	Unit Price	Extended
41	1	Heat Lamp - Rod Type	\$	\$
		Hatco® Model No. GRA-72D3		
		Glo-Ray® Infrared Foodwarmer, standard wattage, tubular metal heater rod, double heater rod housing 3" spacing, aluminum construction, 2550 watts, UL		
		One year on-site parts and labor warranty, plus one additional year parts only warranty on all Glo-Ray metal sheathed elements. NOTE: Includes 24/7 parts & service assistance.		
		120v/60/1-ph		
		1 BLT TOG-2 (2) Built-in toggle controls (remote recommended) (Not for retrofit)		
		List Alternate Brand & Model No. if appropriate:		
42	1	Buffet - Hot Food, Electric	\$	\$
		Supreme Metal® Model No. HF-4E208/240BSSS		
		Triumph Hot Food Table, electric, 62.375" long, (4) 12" x 20" hot food wells with infinite controls, stainless steel top & liners in each well, 8" x 1" thick poly cutting board, stainless steel cabinet base with open undershelf, 6' cord & plug, 208/240V/60/1, 3000/4000W		
		1 ea. TDS-4 Add-On Dish Shelf, 62.125" x 10", requires cutting board		
		List Alternate Brand & Model No. if appropriate:		
43	1	Oven Microwave	\$	\$
		Sharp® Model No. R-21LTF		
		Microwave Oven, 1000 watts, all stainless, stainless steel door, cavity, and outer wrapper, digital programmable controls, durable side-hinged see-thru door, Express Defrost™, two-way programming, 10 computerized touch pads, 20-pad capability, SelectaPower™, 3-stage cooking, double quantity, 120v/60/1-ph, 14 amp, NEMA 5-15P, NSF-4, UL		
		1 Warranty- 3 year parts, labor & travel		
		List Alternate Brand & Model No. if appropriate:		
44	1	Microwave Shelf	\$	\$
		1 ea. Advance Tabco® Model No. MS-18-24-X Microwave Shelf, wall-mounted, stainless steel, 18" wide, 2 feet long		
		List Alternate Brand & Model No. if appropriate:		
45	2	Food Warmer Drop-In Electric	\$	\$
		Wells® Model No. SS-10ULTD		
		Food Warmer, top-mount, built-in, electric, for 11-quart round inserts, drain, wet/dry operation, thermostatic controls, stainless steel interior, Wellslok, UL listed, 620w/825w		
		Limited 2 year parts & 1 year labor warranty, standard		
		21569 120v/60/1-ph, 825w, 6.9 amps, direct		
		List Alternate Brand & Model No. if appropriate:		

Village Links of Glen Ellyn - Kitchen & Bar Equipment

#	qty	Item	Unit Price	Extended
46	1	Warming Drawer Unit , Built-In	\$	\$
		Wells® Model No. RVN-26		
		Food Warming Drawer Unit, built-in, two drawers, capacity approximately 8 dozen rolls/drawer, stainless steel construction, humidity and thermostat controls, 676w/900w		
		22066 120v/60/1-ph, 900w, 7.5 amps, NEMA 5-15P		
		List Alternate Brand & Model No. if appropriate:		
47	1	Cabinet Banquet Heated	\$	\$
		Food Warming Equipment Co.® Model No. A-180-2		
		A-Series Banquet Cart, (2) door, capacity 150-180 covered plates, 11" max. diameter, natural convection heat system, heavy duty push handles, (3) shelves, magnetic latch, 20-gauge stainless steel exterior with 22- gauge stainless steel interior construction, wraparound bumper		
		1 Two year limited parts & one year labor warranty, standard		
		1 120v/50/60/1-ph, 16.7 amps, NEMA 5-20P, standard		
		List Alternate Brand & Model No. if appropriate:		
48	1	Draft Beer cooler	\$	\$
		Glastender® Model No. KC60-S Draft Beer Cooler		
		Two door, 60" wide, 36" high, self-contained refrigeration system, two-keg capacity, vinyl sides & doors, stainless steel top, galvanized interior with stainless steel floor, with column type beer faucets		
		1 year parts & labor warranty		
		120V/60/1-ph, 7.2 amps, 6' cord & plug, std.		
		(L) Refrigeration compartment on left,		
		(6) 6" legs,		
		(B) Black vinyl clad door,		
		(S) Stainless top,		
		(L) Left door hinged left,		
		(R) Right door hinged right		
		1 ea. CKR-60 Cooler Kick Rail, 60"		
		List Alternate Brand & Model No. if appropriate:		
49	2	Bottle Cooler	\$	\$
		Glastender® Model No. ST48-S		
		Bottle cooler, flat top, self-contained refrigeration system, deep well design, 2 sliding doors, 48" long, stainless steel construction, NSF & UL		
		C-4X4-ST Casters (set of four), 3-3/4", for slide top coolers.		
		1 year parts & labor warranty,		
		1 120V/60/1-ph, 6.1 amps, 6' cord & plug, std.		
		List Alternate Brand & Model No. if appropriate:		

Village Links of Glen Ellyn - Kitchen & Bar Equipment

#	qty	Item	Unit Price	Extended
50	4	Ice Bin	\$	\$
		Glastender® Model No. IBA-24-CP10		
		Ice Bin, 24" W x 19" D, 7" splash, 67-lbs. ice capacity, stainless steel construction, 10 circuit cold plate		
		1 year parts & labor warranty		
		4 each SSR-24 Speed Rail, 24", single tier, stainless steel		
		List Alternate Brand & Model No. if appropriate:		
51	1	Hand Sink - free standing unit with right splash	\$	\$
		Glastender® Model No. HSA-12 Hand Sink Unit, free standing design, 12" long x 19" deep, with deckmounted faucet (low lead compliant), stainless steel construction including legs		
		1 year parts & labor warranty		
		1 each RSA-D Splash, right end, 19" deep		
		List Alternate Brand & Model No. if appropriate:		
52	1	Hand Sink - free standing unit with left splash	\$	\$
		Glastender® Model No. HSA-12 Hand Sink Unit, free standing design, 12" long x 19" deep, with deckmounted faucet (low lead compliant), stainless steel construction including legs		
		1 year parts & labor warranty		
		1 each LSA-D Splash, left end, 19" deep		
		List Alternate Brand & Model No. if appropriate:		
53	2	Hand Sink - free standing unit	\$	\$
		Glastender® Model No. HSA-12 Hand Sink Unit, free standing design, 12" long x 19" deep, with deckmounted faucet (low lead compliant), stainless steel construction including legs		
		1 year parts & labor warranty		
		List Alternate Brand & Model No. if appropriate:		
54	1	Blender station - with dump sink	\$	\$
		Glastender® Model No. BSA-12 Blender Station, with dump sink, 12" w x 24" deep, w/splash, 4" splash mount faucet (low lead compliant) with goose neck spout, stainless steel construction, lift-out plastic perforated sink strainer		
		1 year parts & labor warranty		
		List Alternate Brand & Model No. if appropriate:		

Village Links of Glen Ellyn - Kitchen & Bar Equipment

#	qty	Item	Unit Price	Extended
55	2	Blender Station - with dump sink & right end splash	\$	\$
		Glastender® Model No. BSA-12		
		Blender Station, with dump sink, 12" w x 24" deep, w/splash, 4" splash, mount faucet (low lead compliant) with goose neck spout, stainless steel construction, lift-out plastic perforated sink strainer		
		1 year parts & labor warranty		
		1 each RS15-F Splash, right end , 15" deep, BSA model		
		<i>List Alternate Brand & Model No. if appropriate:</i>		
56	1	Blender station - with dump sink & left end splash	\$	\$
		Glastender® Model No. BSA-12 Blender Station, with dump sink, 12" w x 24" deep, w/splash, 4" splash mount faucet (low lead compliant) with goose neck spout, stainless steel construction, lift-out plastic perforated sink strainer		
		1 year parts & labor warranty		
		1 each LS15-F Splash, left end , 15" deep, BSA model		
		<i>List Alternate Brand & Model No. if appropriate:</i>		
57	1	Drainboard - free standing design 30"	\$	\$
		Glastender® Model No. DBA-30		
		Drainboard, free standing design, 30" long, 19" deep front-to-back, stainless steel construction		
		1 year parts & labor warranty		
		SSR-30 Speed Rail, 30", single tier, stainless steel		
		<i>List Alternate Brand & Model No. if appropriate:</i>		
58	1	Drainboard - free standing design 24"	\$	\$
		Glastender® Model No. DBA-24 Drainboard, free standing design, 24" long, 19" deep front-to-back, stainless steel construction		
		1 year parts & labor warranty		
		SSR-24 Speed Rail, 24", single tier, stainless steel		
		<i>List Alternate Brand & Model No. if appropriate:</i>		
59	2	Drainboard - free standing design 36"	\$	\$
		Glastender® Model No. DBA-36 Drainboard, free standing design, 36" long, 19" deep front-to-back, stainless steel construction		
		1 year parts & labor warranty		
		2 each SSR-36 Speed Rail, 36", single tier, stainless steel		
		<i>List Alternate Brand & Model No. if appropriate:</i>		

Village Links of Glen Ellyn - Kitchen & Bar Equipment

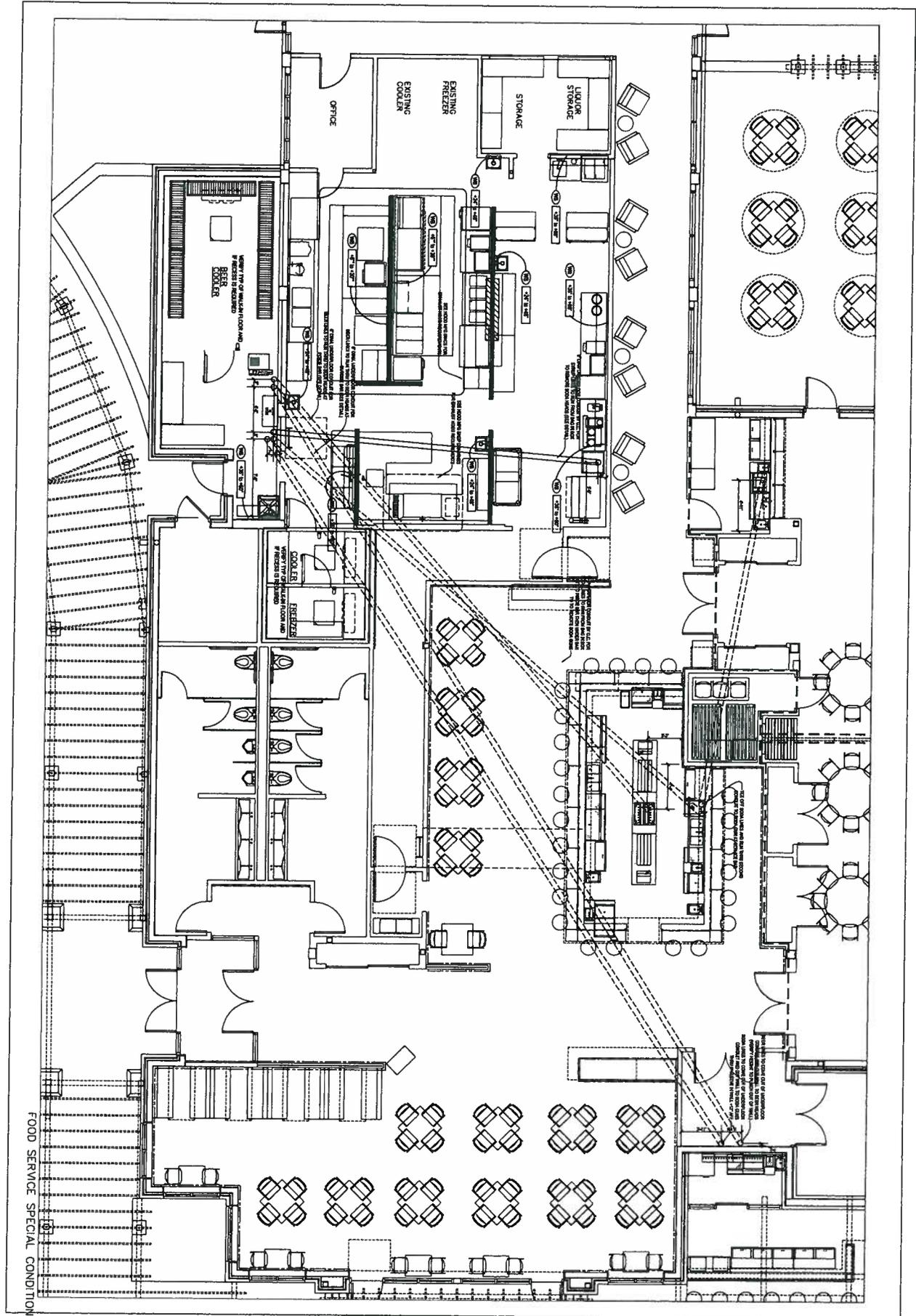
#	qty	Item	Unit Price	Extended
60	1	Drainboard - free standing design 18"	\$	\$
		Glastender® Model No. DBA-18 Drainboard, free standing design, 18" long, 19" deep front-to-back, stainless steel construction		
		1 year parts & labor warranty		
		1 ea. SSR-18 Speed Rail, 18", single tier, stainless steel, 1 ea. DBA-12 Drainboard, free standing design, 12" long, 19" deep front-to-back, stainless steel construction		
		1 year parts & labor warranty		
		<i>List Alternate Brand & Model No. if appropriate:</i>		
61	2	Underbar Work Board Sink Unit	\$	\$
		Glastender® Model No. TSA-72-S Underbar Work Board Sink Unit, three s/s sink compartments, 72"L, 18" right & left drainboards, 19" deep, with backsplash, s/s construction, 11" x 14" x 10-1/4" deep sink bowls, faucet (low lead compliant)		
		1 year parts & labor warranty		
		2 each SSR-18 Speed Rail, 18", single tier, stainless steel		
		1 year parts & labor warranty		
		<i>List Alternate Brand & Model No. if appropriate:</i>		
62	2	Glass Froster - 36" long	\$	\$
		Glastender® Model No. MF36-S2 Glass Froster, underbar model, w/self-contained refig system, top opening w/sliding door & 2-shelves, stainless steel construction, 36" long, 1 door, NSF & UL		
		1 year parts & labor warranty		
		120V/60/1-ph, 6.7 amps, 6' cord & plug, std.		
		2 each C-4X4-MF Casters (set of four), 3-3/4", for mug frosters		
		<i>List Alternate Brand & Model No. if appropriate:</i>		
63	2	Glass Froster - 24" long	\$	\$
		Glastender® Model No. MF24-S2 Glass Froster, underbar model, w/self-contained refig system, top opening w/sliding door & 2-shelves, stainless steel construction, 24" long, NSF & UL		
		1 year parts & labor warranty		
		120V/60/1-ph, 6.7 amps, 6' cord & plug, std.		
		2 ea. C-4X4-MF Casters (set of four), 3-3/4", for mug frosters		
		<i>List Alternate Brand & Model No. if appropriate:</i>		

Village Links of Glen Ellyn - Kitchen & Bar Equipment

#	qty	Item	Unit Price	Extended
64	1	Backbar Dry Storage Cabinet	\$	\$
		Glastender® Model No. DS48-N-N Backbar, dry storage cabinet, enclosed, two hinged doors, standard cabinet depth, 48" long, 35" high, standard finish, with vinyl front, NSF,		
		1 year parts & labor warranty.		
		(6) 6" legs		
		1 (S) Stainless door,		
		1 (N) No finished top		
		1 (L) Left door hinged left		
		1 (R) Right door hinged right		
		2 ea. CKR-48 Cooler Kick Rail, 48"		
		1 ea. SS-L Back Side, stainless steel		
		List Alternate Brand & Model No. if appropriate:		
65	1	Backbar Storage Cabinet Refrigerated pass-thru	\$	\$
		Glastender® Model No. PT60-H Backbar Storage Cabinet, pass-thru, refrigerated, 2-section (4 door), 60" wide, 35" high, condensing unit on side w/storage above, black exterior finish, with galvanized sub top, with vinyl-clad doors, wire shelves , NSF & UL		
		1 year parts & labor warranty		
		120V/60/1-ph, 8.8 amps, 6' cord & plug, std.,		
		1 (L) Refrigeration compartment on left side,		
		(6) 6" legs,		
		1 (X) Stainless glass door,		
		1 (N) No finished top.		
		1 (L) Front-left door hinged left,		
		1 (R) Front-right door hinged right,		
		1 (L) Rear-left door hinged left,		
		1 (R) Rear-right door hinged right		
		2 ea. CKR-60 Cooler Kick Rail, 60"		
		1 ea. CKR-L/PT Kick Rail, left side for pass-thru cooler		
		1 ea. SS-L Left Side, stainless steel		
		List Alternate Brand & Model No. if appropriate:		

Village Links of Glen Ellyn - Kitchen & Bar Equipment

#	qty	Item	Unit Price	Extended
66	1	Backbar Storage Cabinet Refrigerated pass-thru	\$	\$
		Glastender® Model No. PT60-H Backbar Storage Cabinet, pass-thru, refrigerated, 2-section (4 door), 60" wide, 35" high, condensing unit on side w/storage above, black exterior finish, with galvanized sub top, with vinyl-clad doors, wire shelves , NSF & UL		
		1 year parts & labor warranty		
		120V/60/1-ph, 8.8 amps, 6' cord & plug, std.		
		(R) Refrigeration compartment on right side		
		(6) 6" legs		
		1 (X) Stainless glass door		
		(N) No finished top.		
		1 (L) Front-left door hinged left		
		1 (R) Front-right door hinged right,		
		1 (L) Rear-left door hinged left,		
		1 (R) Rear-right door hinged right		
		2 ea. CKR-60 Cooler Kick Rail, 60"		
		1 ea. CKR-R/PT Kick Rail, right side for pass-thru cooler		
		1 ea. SS-R Right Side, stainless steel		
		<i>List Alternate Brand & Model No. if appropriate:</i>		
67	2	Liquor Display - left cord	\$	\$
		Glastender® Model No. LLDS-48L Liquor Display, lighted, countertop, two 4" steps, 48" wide, 8" deep, 8" high, 6' power cord on left, removable translucent acrylic step covers, black vinyl-clad exterior construction, 120v/60/1ph, 5 amps, UL		
		1 year parts & labor warranty		
		<i>List Alternate Brand & Model No. if appropriate:</i>		
68	2	Liquor Display - right cord	\$	\$
		Glastender® Model No. LLDS-48R, Liquor Display, lighted, countertop, two 4" steps, 48" wide, 8" deep, 8" high, 6' power cord on right, removable translucent acrylic step covers, black vinyl-clad exterior construction, 120v/60/1ph, 5 amps, UL		
		1 year parts & labor warranty		
		<i>List Alternate Brand & Model No. if appropriate:</i>		



<p>FOOD SERVICE SPECIAL CONDITIONS</p>	<p>SHEET NO. K5 of 5</p>	<p>PROJECT NO.</p>	<p>DATE 6.28.12</p>	<p>DRAWN BY PAR</p>	<p>VILLAGE LINKS OF GLEN ELLYN 485 WINCHELL WAY GLEN ELLYN, IL 60137</p>	<p>REVISIONS 10/29/2012</p>	<p>JSD J S DESIGNS, INC.</p> <p style="font-size: small;">FOOD SERVICE CONCEPTS AND EQUIPMENT 10660 West 143rd Street Orland Park, Illinois 60462-1982 Phone: (708) 680-6500 Fax: (708) 680-0705 E-mail: psj@jssdesigninc.com costblz.net</p>
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REQUEST FOR PROPOSALS

Restaurant and Bar Equipment
Village of Glen Ellyn
Recreation Department
Village Links of Glen Ellyn
Glen Ellyn, Illinois
The Village of Glen Ellyn Recreation Department will accept proposals for eighty-eight different pieces of Restaurant and Bar Equipment.
Proposals must be received at the Village Links of Glen Ellyn, 485 Winchell Way, Glen Ellyn, Illinois 60137, no later than 10:30 a.m. on Monday, January 14, 2013. Proposal and specification packets can be obtained from Food Service Manager Mike Atkins, 485 Winchell Way, Glen Ellyn, Illinois, 630-462-5550, or via email at buschasing@villageofglenellyn.com.
The Village of Glen Ellyn is an equal opportunity employer M/F.
Published in Daily Herald January 2, 2013 (4326125)

CERTIFICATE OF PUBLICATION

Paddock Publications, Inc.

Daily Herald

Corporation organized and existing under and by virtue of the laws of the State of Illinois, DOES HEREBY CERTIFY that it is the publisher of the **DAILY HERALD**. That said **DAILY HERALD** is a secular newspaper and has been circulated daily in the Village(s) of Addison, Bensenville, Bloomingdale, Carol Stream, Glendale Heights, Glen Ellyn, Itasca, Keeneyville, Lisle, Lombard, Medinah, Naperville, Oak Brook, Oakbrook Terrace, Roselle, Villa Park, Warrenville, West Chicago, Wheaton, Winfield, Wood Dale

County(ies) of DuPage
and State of Illinois, continuously for more than one year prior to the date of the first publication of the notice hereinafter referred to and is of general circulation throughout said Village(s), County(ies) and State.

I further certify that the **DAILY HERALD** is a newspaper as defined in "an Act to revise the law in relation to notices" as amended in 1992 Illinois Compiled Statutes, Chapter 7150, Act 5, Section 1 and 5. That a notice of which the annexed printed slip is a true copy, was published January 2, 2013 in said **DAILY HERALD**.

IN WITNESS WHEREOF, the undersigned, the said **PADDOCK PUBLICATIONS, Inc.**, has caused this certificate to be signed by, this authorized agent, at Arlington Heights, Illinois.

PADDOCK PUBLICATIONS, INC.
DAILY HERALD NEWSPAPERS

BY *Danila Baitz*
Authorized Agent

Control # 4326125

MEMORANDUM

TO: Phil Norton, Chief of Police *PN*
FROM: Bill Holmer, Deputy Chief of Police *BH*
DATE: January 22, 2013
RE: SECONDHAND DEALER ORDINANCE - PROPOSAL



Background

The Police Department has prepared an ordinance amendment to regulate secondhand stores in an attempt to protect businesses and victims of burglaries and thefts. This would be applicable to stores such as Midwest Gold Buyers located at 321 Roosevelt Road and most of our local jewelry stores. The common factor between the stores that would be governed by this ordinance is that they purchase items like gold and other jewelry from customers. Unfortunately, this type of activity could also attract the criminal element. For example, it would not be uncommon for someone to break into a home, steal jewelry, and then sell it to a local store for cash. In the past, this type of activity was seen mostly at pawnshops. However, this activity has grown over the past five years and now includes virtually every jewelry store. These transactions can also apply to electronics, coin collections and other small valuables.

Over the last couple of years, a system called Leadsonline has been developed, which is a database designed to be a clearinghouse for property purchased as described above. This system provides a location for police to search for property that has been reported stolen. Our investigators have had success recovering stolen property and arresting thieves because of this system. The most recent success using this system occurred last week. In that case, an elderly Glen Ellyn resident reported items stolen from her home. Our investigators interviewed suspects, but had little evidence until they discovered the stolen silver had been sold to a business that reported the purchase to Leadsonline. The seller was, in fact, one of the suspects. The cost for the Department to subscribe to Leadsonline is about \$3000 annually. There is no cost to a business from Leadsonline to enter/upload their data to the system.

One of the benefits of participating in Leadsonline is that many communities are already participating. Therefore, the amount of items being entered into the system is quite large as noted in the above case.

Issues

The Department solicited input from the business owners that we thought would be impacted by the ordinance. On October 2, 2012, we hosted a meeting with representatives from those businesses. We heard a lot of negative feedback about having to report purchases and also having to hold purchased property for a specified period of time. We adjourned the meeting and promised to examine the original proposal considering the feedback received.

The attached amendment was put together with assistance from the Village Attorney and considers the feedback from those in attendance at the meeting. The most notable modifications are that we more narrowly focused the transactions we are seeking to regulate. We are primarily looking at transactions involving jewelry or electronics. By focusing on these transactions we were able to eliminate businesses such as an antique store that takes in furniture from an estate or a bicycle shop that takes a bicycle on trade for a new purchase. Additionally, we reduced the time required of a store to hold purchased jewelry (before reselling or melting) from the industry standard 30 days to 7 days. Our research found licensing fees ranging from \$500 - \$1500; we set ours at \$250.

Action Requested

The intent of this ordinance is to allow investigators to identify those responsible for stealing property and, in some cases, recover the property. I recommend that this amendment is presented to the Village Board for approval.

Attachments:

1. Ordinance amendment
2. Status memorandum dated October 3, 2012

Village of Glen Ellyn

Ordinance No. _____ -VC

**An Ordinance of the Village of Glen Ellyn
Amending Certain Provisions in Title 4 of the Glen Ellyn Municipal Code, as Amended
To Regulate the Purchase by a Retail Establishment of Certain Used
Goods Which are Frequently Stolen in Robberies and Burglaries.**

**Adopted by the
President and the Board of Trustees
of the
Village of Glen Ellyn,
DuPage County, Illinois**
this _____ day of _____, 20_____.

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

Ordinance No. _____ - VC

**An Ordinance of the Village of Glen Ellyn
Amending Certain Provisions in Title 4 of the Glen Ellyn Municipal Code,
as Amended To Regulate the Purchase by a Retail Establishment of Certain
Used Goods Which are Frequently Stolen in Robberies and Burglaries.**

Whereas, the Village of Glen Ellyn is an Illinois home rule municipal corporation (“*Village*”), and is authorized under Section 6, Article XII, of the Illinois Constitution to exercise any power and perform any function pertaining to its government and affairs including, but not limited to, the power to regulate for the protection of the public health, safety, morals and welfare; and

Whereas, the sale, purchase, and exchange of stolen goods fuel the sales and purchases of illegal drugs and other criminal activity; and

Whereas, there are certain types of goods which are often stolen in robberies and burglaries and then sold to others for retail sale; and

Whereas, the retail merchants often are not aware that the goods are stolen, but the public welfare would be served by a system of recording such goods which are sold to merchants for retail sale to others; and

Whereas, the prompt reporting of a class of secondhand goods that are sold, pawned, purchased, or exchanged will greatly aid the Village of Glen Ellyn Police Department in identifying and recovering stolen goods; and

Whereas, the corporate authorities of the Village of Glen Ellyn have determined that it is proper, necessary and in the best interest of the Village of Glen Ellyn to adopt this legislation regulating and licensing the businesses of dealers in certain secondhand goods; and

Whereas, the Corporate Authorities have developed a class of goods which are often stolen and then attempted to be sold; and

Whereas, this legislation is the act of the corporate authorities of the Village of Glen Ellyn, pursuant to its home rule powers as granted by Article VII, Section 6 of the Illinois Constitution of 1970,

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

Section 1. Recitals: The foregoing recitals are incorporated as if fully set forth in this Section 1.

Section 2. Amendments: Chapter 29 of Title 3 of the Glen Ellyn Municipal Code, as amended, shall be and is hereby repealed in its entirety and will be replaced with the following new Chapter 29 that will be and read as follows:

Chapter 29

SECONDHAND GOODS PURCHASED FOR RETAIL SALES

3-29-1: REGISTER OF LICENSE REQUIRED:

No person, firm or corporation shall conduct, engage in, maintain, operate or carry on any business within the Village of Glen Ellyn dealing in the listed secondhand goods, wares and merchandise, as defined herein, either by himself or itself, or through an agent, employee or partner without first having obtained a license issued by the Village of Glen Ellyn, as provided herein for each separate place, premise, or location where such business is to be conducted.

3-29-2: DEFINITIONS:

(a) *Secondhand Goods Dealer* means any individual, corporation, business, partnership or other entity (1) who engages in the business of purchasing, selling, receiving, trading, consignment selling or otherwise transferring for value any Secondhand Goods, as defined herein, or (2) who purchases any Secondhand Goods, as defined herein, for purposes of recycling or salvaging such items. A Secondhand Goods Dealer shall not include (1) sales or exchanges of used articles and materials conducted or controlled by charitable, religious, or community organizations, including, but not limited to, schools, Boy Scouts, Girl Scouts, and

youth athletics groups, which accept donated items to resell for fundraising activities, and (2) residents of the Village conducting garage sales held not more than two weekends every year provided such residents are not engaged therein as a business. A Secondhand Goods Dealer licensed under this Chapter 29 is sometimes referred to as "Licensee".

(b) *Secondhand Goods* means, including but not limited to, any described goods, wares and merchandise which were previously owned or used by any person other than the manufacturer, wholesaler, or retailer with a value, such as :

- (1) Audio-visual equipment, including but not limited to any stereo, speaker, radio, video recorder, video camera, television set, tape or disc player;
- (2) Cameras and other photographic instruments and equipment;
- (3) Computers, printers, software, and computer supplies;
- (4) Electronic equipment other than electronic toys and games;
- (5) Jewelry;
- (6) Precious Metals and Stones, as defined herein;
- (7) Telephones, including, but not limited to pager and cellular phones and other satellite signal devices;
- (8) Valuable Metals, as defined herein;

(c) *Precious Metals and Stones* means any article combining precious metals, including but not limited to silver, gold, and platinum, such as, but not limited to, jewelry, commemorative coins, or other items of memorabilia, United States or foreign currency, or any articles containing any genuine diamond, ruby, emerald, sapphire or pearl of any value and any other genuine stone or gem.

(d) *Valuable Metals* means aluminum, copper, lead, titanium, stainless steel, copper alloy or brass, formed as a bar, cable, rod, tubing, wire, wire scrap, clamp, connector, bushing or bearing or other appurtenances utilized or that can be utilized by persons, firms, corporations or municipal corporations engaged in either the generation, transmission or distribution of electric energy, in telephone, telegraph or other communications, or by railroads; or any copper, copper alloy or brass, or aluminum materials utilized for the purpose of plumbing, storm doors and windows, siding, or gutters of building structures or automotive parts.

**3-29-3: APPLICATION; INVESTIGATION OF APPLICANT;
QUALIFICATIONS:**

(a) An application for a Secondhand Goods Dealer license shall be made on a form provided by the Village Clerk, who shall provide a copy of the application to the Chief of Police, or his designee, to investigate each licensee applicant. Each applicant shall pay a non-refundable fee of \$250.00 with each application submitted.

The Chief of Police shall determine whether or not such applicant has complied with the laws of the State of Illinois and the provisions of this Ordinance applicable to said business, and whether the applicant is a person of good character and repute. No license shall be issued to any person, partnership, corporation or other entity, if any owner, manager, partner, officer, director, employee, or shareholder owning more than five (5) percent of the shares of stock in the corporation has been convicted of any felony offense or convicted of the offense(s) of possession of stolen goods, burglary, robbery, or who has been convicted of any criminal offense involving dishonesty or moral turpitude.

(b) Every applicant for a Secondhand Goods Dealer license, as well as every owner, partner, manager, officer, director, employee, and in the case of a corporate applicant, every shareholder owning more than twenty-five percent (25%) of the shares of stock in the corporation shall undergo a criminal background investigation, which investigation may include fingerprinting, prior to the issuance of a Secondhand Goods Dealer license.

(c) Existing businesses located in the Village of Glen Ellyn on the date this Ordinance becomes effective shall have thirty (30) days to apply for a license required under this Chapter 29. The Village Clerk shall endeavor to send a notice to existing businesses which the Clerk believes may require such a license, but all entities which need a license shall be required to apply, even absent such notice.

3-29-4: BUSINESS LOCATION; ZONING; INSPECTION; CODE COMPLIANCE:

(a) Every applicant for a Secondhand Goods Dealer license must state in the application the address of the building and premises on which the person or entity is conducting or proposing to conduct a business dealing in Secondhand Goods.

(b) Such building and premises must comply with all Village zoning, building, fire and health codes, ordinances, rules and regulations, as well as all other applicable Village codes, ordinances, rules and regulations and must be maintained in good repair, free of litter and debris and kept in a safe condition for employees, customers, and other persons present at the business location stated in the application ("Licensed Premises").

(c) Any business licensed under this Chapter 29 must comply with all laws of the State of Illinois and all other applicable governmental rules and regulations, and must not be conducted, operated, maintained or carried on so as to constitute a nuisance.

3-29-5: ISSUANCE OF LICENSE:

(a) Upon compliance with all the requirements of this Chapter 29, a Secondhand Goods Dealer license will be issued to the applicant for the Licensed Premises.

(b) Each license will be valid from the date of issuance until the following April 30th and shall be subject to re-issuance for the period from May 1st to April 30th of each year thereafter.

3-29-6: ANNUAL FEE:

The annual license fee for a Secondhand Goods Dealer license shall be Two Hundred Fifty Dollars (\$250.00). The initial application fee shall be applied to the first year annual fee.

3-29-7: DUTY TO REPORT STOLEN OR LOST ARTICLES:

Each Licensee or employee or agent must report to the Chief of Police, or his or her designee, any Secondhand Goods sought to be sold to the Licensee or placed on consignment with the Licensee, if the Licensee or his employee or its agent reasonably believes that the Secondhand Goods was stolen or that the Secondhand Goods was lost and found by the person attempting to sell it or place it on consignment.

3-29-8: RECORD REQUIREMENTS:

All Licensees doing business in the Village of Glen Ellyn shall participate as fully required by reporting the data to an on-line database: *leadsonline.com*. This reporting requirement records things including, but not limited to:

- (1) accurate account and description of the Secondhand Goods including the brand name, if any;
- (2) amount of money paid for the Secondhand Goods;
- (3) serial number or other identification number of the Secondhand Goods;
- (3) time and date of the transaction; and
- (4) name and residence address of the person selling or placing the Secondhand Goods on consignment.

Any Secondhand Goods purchased or received on consignment must be clearly digitally photographed in color so as to be able to clearly identify the Secondhand Goods, including any serial numbers or other identifying marks. All photographs taken must be maintained and preserved as provided in this Section 3-29-8. This requirement does not apply to any Secondhand Goods purchased from dealers possessing a federal employer identification number who have provided a receipt to the Licensee.

Any failure to follow the reporting requirements of the website shall be considered a violation of Chapter 29.

3-29-9: IDENTIFICATION REQUIRED:

- (a) It is unlawful for any Licensee, agent or employee of a Licensee to fail to request and require identification to be shown by each person selling any article to

the Licensee or placing such article on consignment with the Licensee. The Licensee, agent, or employee of the Licensee must photocopy the identification presented and retain the photocopies as records under Section 3-29-8. In addition to a valid driver's license or identification card, other acceptable forms of pictured identification include an employee or student identification card, pictured credit card, or a pictured civic, union or professional association membership card. If the person selling the Secondhand Goods to the Licensee or placing the Secondhand Goods on consignment with the Licensee does not present identification issued by the State of Illinois, the Licensee must digitally photograph the person in color print and record such person's name, residence address, date of birth, gender, height and weight on the reverse side of the photograph.

(b) The Licensee must maintain the records required by this section in electronic form, in a manner approved in writing by the Chief of Police.

(c) Any Secondhand Goods deposited, pawned or pledged shall be entered into the leadsonline.com database within twelve (12) hours of receipt of the article. The Chief of Police may in writing to the Licensee, designate another electronic database which shall satisfy the reporting provision of Chapter 29. The Chief of Police, for good reasons presented, may waive or modify any requirement of Sections 3-29-8 or 3-29-9.

3-29-10: INSPECTION OF RECORDS:

The record book, electronic records, video surveillance records, digital photographs, as well as every Secondhand Goods purchased or received on consignment will at all times be open to inspection by the Chief of Police, or his or her designee, during the Licensee's business hours. The record book, electronic records, and all photographs taken must be maintained for a period of three (3) years after the date on which the record was prepared.

3-29-11: MONTHLY REPORT:

Except as may be otherwise provided in this Chapter 29, every Licensee must prepare and deliver to the Chief of Police, or his designee, a legible exact copy of the record book and computer generated record, including copies of the digital photographs, as required in this Chapter 29, for all transactions made during the preceding calendar month. This record must be delivered no later than twelve (12:00 p.m.) noon on the third (3rd) day of each month showing transactions in the prior month.

3-29-12: TRANSACTIONS WITH PROHIBITED PARTIES:

(a) It is unlawful for any Licensee, or his or its agent or employee, to purchase any Secondhand Goods from a person under the age of eighteen (18) years, or when the ownership of the Secondhand Goods is claimed by a minor, or when the Secondhand Goods are in the possession or control of a minor without the written consent of the minor's parent or legal guardian, The consent must be signed by the minor's parent or legal guardian in the presence of the Licensee or his employee or agent who must include the consent in the report required under Section 3-29-8.

(b) It is unlawful for any Licensee to purchase any Secondhand Goods from any person appearing to be intoxicated or under the influence of any drug or controlled substance or from any person known to have been convicted of theft, burglary, deceptive practices, robbery or armed robbery. It is the duty of every Licensee, or agent or employee of a Licensee, to return any Secondhand Goods purchased or received on consignment to the lawful owner of such article without the payment of the money paid by the Licensee, or any other cost or charge of any kind, in cases where the Secondhand Goods have been stolen from or lost by the lawful owner, and the lawful owner can clearly establish ownership.

3-29-13: SALE OF PROPERTY:

No article purchased or received on consignment by any Licensee shall be sold by the Licensee, altered from its original state, or removed from the place of business of such Licensee for a period of at least seven (7) days after purchase. Removal from place of business shall not apply to items stored at a central corporate location.

3-29-14: PROHIBITED ITEMS:

No Licensee, or agent or employee of a Licensee, may purchase or receive on consignment any firearm, stun gun or taser or any article, the possession of which is prohibited pursuant to Section 24-1 (a)(1) of the Illinois Criminal Code, 720 ILCS 5/241(a)(1).

3-29-15: REVOCATION OR SUSPENSION; HEARING:

(a) Any license issued under this Chapter 29 may be revoked or suspended for not more than thirty (30) days by the Village President by reason of a violation of any of the provisions of this Chapter 29, following a hearing,

(b) When a hearing is set by the Village President in a revocation or suspension proceeding, the Licensee will receive not less than 20 days written notice, which notice will contain the charges made, as well as the time and place when the hearing will be held.

(c) At a hearing conducted pursuant to this Section 3-29-16, the Licensee will have the right to be represented by counsel, to present witnesses, to testify and cross-examine any other witnesses. Proceedings will be conducted under oath.

(d) The Village President will preside at the hearing and the Village President will make the final determination.

(e) If any decision adverse to the Licensee is made by the Village President after a hearing, the Village President will provide the Licensee with the written reason or reasons for such decision, as well as a notice of the Licensee's right to seek administrative review of the decision.

(f) The provisions of the Administrative Review Act of Illinois (735 ILCS 5/3-101 et, seq.) will apply and govern all proceedings for the judicial review of final determinations of the Village President and Board of Trustees under this Section 3-29-

16. In the event that the Administrative Review Act shall be determined to not apply, the Licensee may seek any appropriate judicial review.

3-29-16: PENALTY:

(a) Notwithstanding any other provision of this Chapter 29 to the contrary, any person who violates the provisions of this Chapter 29 shall be fined an amount not less than \$150.00 or more than \$750.00 for each offense. Each day on which a violation continues shall be deemed a separate offense.

(b) A violation of the provisions of this Chapter 29 by an employee or agent of the Licensee will be imputed to the Licensee and will be considered the act of the Licensee for which the license issued may be suspended or revoked as provided by Section 3-29-16.

Section 3. Savings Clause: Should any portion of this Ordinance be declared void or unenforceable by any court of competent jurisdiction, such ruling shall not affect the validity of the surviving portions of this Ordinance.

Section 4. Effective Date: This Ordinance shall be in full force and effect upon its passage, approval and publication in the manner required by law.

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

Ayes:

Nays:

Absent:

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

Village President of the
Village of Glen Ellyn, Illinois

Attest:

Village Clerk of the
Village of Glen Ellyn, Illinois

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

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MEMORANDUM

TO: Phil Norton, Chief of Police
FROM: Bill Holmer, Deputy Chief of Police
DATE: October 4, 2012
RE: SECONDHAND DEALER ORDINANCE - STATUS



Background

The Police Department has been considering an ordinance regulating secondhand stores. This would be applicable to stores such as Midwest Gold Buyers located at 321 Roosevelt Road and most of our local jewelry stores. The common factor in the stores that would be governed by this ordinance is that they purchase items like gold and jewelry from customers. Unfortunately, this type of activity could also attract the criminal element. For example, it would not be uncommon for someone to break into a home, steal a piece of jewelry, and then sell it to a local store for cash. In the past, this type of activity was seen mostly at pawnshops. However, this activity has grown over the past five years and now includes virtually every jewelry store. These transactions can also apply to electronics, coin collections and other small valuables.

Over the last couple of years, a system called Leadsonline has been developed, which is basically a database designed to be a clearinghouse for property purchased as described above. This system provides a location for police to search for property that has been reported stolen. Our investigators have already had success recovering stolen property and arresting thieves because of this system. The cost for the Department to subscribe to Leadsonline is about \$3000 annually. There is no cost from Leadsonline for a business to enter their data.

Issues

We began researching this topic and found that many municipalities had implemented an ordinance requiring specific licensing for secondhand stores that engage in the business of purchasing used property. The licensing requirements typically outline electronic reporting requirements along with an annual fee. More specifically, the owners/operators of these businesses are required to submit to background investigations, require identification from customers selling property, photograph and enter the property into Leadsonline, and wait a specific period of time before they dispose of the property. Many of the ordinances that we found specified a 30-day waiting period.

Last spring, our staff delivered copies of a draft ordinance along with information about Leadsonline to the businesses we felt would be impacted by the implementation of such an ordinance. We immediately began receiving negative feedback, mostly about the waiting period and annual fee. We hosted a meeting on October 3, 2012, and invited those businesses that we had originally approached about the ordinance. The purpose of the meeting was to discuss their concerns and better understand the issues from those that would be impacted. Eight individuals (representing six businesses) attended the meeting. Two of the attendees represented antique shops that we had not even considered to be impacted by the ordinance. One jewelry store owner could not attend the meeting, but we discussed his concerns via telephone.

There was a good discussion and we listened to the feedback from all in attendance. The two biggest issues remained the waiting period and the annual fee. Additionally, there was some disagreement with having to do any type of logging of purchases. For example, the owner of Gabe's Coins does not have a computer or camera and was opposed to requesting identification from customers wanting to sell him property.

Action Requested

The intent of this memorandum is simply to provide an update on the status of this process. We believe that an ordinance like this has merit, and would assist officers in locating stolen property – this has happened several times to date. We will prepare an ordinance which considers the feedback from the merchants at the meeting. Additionally, we will share that with the merchants who are impacted along with the date that it will be in front of the Village Board for consideration. Some merchants expressed interest in writing letters to the Board.

No action requested at this time.

MEMORANDUM

TO: Village Board
FROM: Mark Franz, Village Manager *MF*
DATE: January 23, 2013
RE: Home Rule Sales Tax



Background

During preliminary budget workshop discussions, the Village Board asked management to prepare an ordinance removing the three spending categories for Home Rule Sales Tax (HRST) revenue. That ordinance was adopted in December, 2012, and the Village President vetoed the ordinance at the January 14, 2013, Village Board meeting. At least two trustees have requested that the ordinance be reconsidered at the January 28, 2013, Village Board meeting, and have posed a few specific questions. This memo attempts to address those questions and explain some possible outcomes.

Issues

Can you please provide in the board packet how the funds must be used under the ordinance we passed. Must they all be used for pension and reserves or is it that we gave open use that you may apply it anywhere?

We have attached copies of the Village Code section with and without ordinance 6101. The specific section of the code details the spending categories are as follows:

- (D) Use Of Funds: Revenues generated from the home rule municipal retailers' occupation tax and home rule service occupation tax are intended to maintain funding requirements of Glen Ellyn's police pension fund and Illinois municipal retirement fund obligations as mandated by the state of Illinois; to maintain adequate cash reserves as determined by adopted financial policies; and to provide a dedicated funding source for downtown revitalization efforts through the designation of up to fifteen percent (15%) of the revenues to fund improvements to the central business district.

The Village President has indicating that this section of code does not align with the tone and intent of the discussions. The Village President indicated that the intent was to provide a funding source for incremental costs for pension expense, and the cost to fund the incremental cash reserve requirement (that is, funding the difference in cash reserve requirements, per Board policy, from one year to the next.)

In management's October 10, 2012 memo prepared for the annual review, we read this sections of the code differently. Management's reading of the ordinance language is that pension contribution can be for the full amount (no restriction to the incremental contribution), and that the cash reserves are to be maintained. To determine the amount needed to maintain cash reserves, we examined the impact on the General Fund cash reserves with and without the home rule sales tax for each year. In a given year, the home rule sales tax can be used to maintain the incremental cash reserve requirement, plus restore funding that would otherwise be spent down due to deficit spending that would occur without this revenue source.

On January 8, 2013, management prepared a schedule of the use (historical and future projections) of home rule sales tax revenues (attached). Management believes that the home rule sales tax remains an important revenue source for the General Fund and that the revenues have been used in accordance with the ordinance. If the HRST did not exist, many of the downtown economic development projections would be reduced or eliminated. Therefore, the HRST has been used to pay for pension costs and protect reserves and downtown projects.

The options moving forward include the following, specifically relating to cash reserves:

1. Do not change the ordinance (let the veto remain), keep existing financial reporting
This alternative contemplates applying each year's revenue to restore the cash reserve level at the policy required level, not just the incremental policy amount. In short, this option would be to follow what we have done since 2009/10.
2. Do not change the ordinance (let the veto remain), change financial reporting
This alternative would establish a new fund balance commitment on the financial statements. If there were an amount to be set aside for future pension spending, the balance sheet would show an additional "Commitment for future pension contributions." This would lower the amount of unassigned reserves, dollar for dollar. This would also affect the annual general fund budget, see below.
3. Change the ordinance (override the veto)
This alternative would consider the home rule sales tax revenue as a general revenue, as it is clear that the General Fund needs this funding to continue to provide the current level of services to the community. The home rule sales tax would still be reviewed annually to determine if the rate should be changed, or the tax eliminated.

Each alternative contemplates using HRST revenue for any and all pension contributions from the General Fund.

Impact on Annual General Fund Budget

If option two is selected, the Village Board would have to contemplate what downtown costs should continue to be paid with HRST contributions and which do not meet the intent or spirit of the ordinance. Many of the items that are not supported through a HRST contribution would likely be eliminated from the recommended budget.

Attachments

- Village code – unchanged (if the village president’s veto remains)
- Village code – changed (if the board of trustees override village president’s veto, ordinance 6101 becomes effective)
- Excerpt from Management’s October 10, 2012 memo for the October 15, 2012 pre-budget workshop
- General Fund balance sheet as of April 30, 2012, from the comprehensive annual financial report
- Use of Home Rule Sales Tax Revenues – 2009 to 2018 schedule, dated January 8, 2013

VILLAGE CODE – UNCHANGED (IF THE VILLAGE PRESIDENT’S VETO REMAINS)

**3-32-8: HOME RULE MUNICIPAL RETAILERS' OCCUPATION TAX AND SERVICE
OCCUPATION TAX:** 

- (A) Municipal Retailers' Occupation Tax Imposed: Effective July 1, 2009, a tax is hereby imposed upon all persons engaged in the business of selling tangible personal property, other than an item of tangible personal property titled or registered, with an agency of the state of Illinois, at retail in the village of Glen Ellyn at the rate of one percent (1.00%) on the gross receipts from these sales made in the course of such business. Such "home rule municipal retailers' occupation tax" shall not be applicable to the sales of food for human consumption that is to be consumed off the premises where it is sold (other than alcoholic beverages, soft drinks and food that has been prepared for immediate consumption) and prescription and nonprescription medicines, drugs, medical appliances and insulin, urine testing materials, syringes and needles used by diabetics, and other items which may be specifically excluded by state law. The imposition of this home rule tax is pursuant to the provisions of section 8-11-1 of the Illinois municipal code⁵.
- (B) Home Rule Service Occupation Tax Imposed: Effective July 1, 2009, a tax is hereby imposed upon all persons engaged in the village of Glen Ellyn in the business of making sales of service, at the rate of one percent (1.00%) of the selling price of all tangible personal property transferred by such serviceman, either in the form of tangible personal property or in the form of real estate, as an incident to a sale of service. Such "home rule municipal service occupation tax" shall not be applicable to the sales of food for human consumption which is to be consumed off the premises where it is sold (other than alcoholic beverages, soft drinks and food which has been prepared for immediate consumption) and prescription and nonprescription medicines, drugs, medical appliances and insulin, urine testing materials, and syringes and needles used by diabetics, and other items which may be specifically excluded by state law. The imposition of this home rule tax is pursuant to the provisions of section 8-11-5 of the Illinois municipal code⁶.
- (C) Collection By State: The taxes hereby imposed and all civil penalties that may be assessed as an incident thereto shall be collected and enforced by the department of revenue of the state of Illinois. (Ord. 5740, 3-30-2009)
- (D) Use Of Funds: Revenues generated from the home rule municipal retailers' occupation tax and home rule service occupation tax are intended to maintain funding requirements of Glen Ellyn's police pension fund and Illinois municipal retirement fund obligations as mandated by the state of Illinois; to maintain adequate cash reserves as determined by adopted financial policies; and to provide a dedicated funding source for downtown revitalization efforts through the designation of up to fifteen percent (15%) of the revenues to fund improvements to the central business district.
- (E) Annual Village Board Review: Prior to May 1, 2010, and prior to each subsequent May 1, the village board shall review the uses of the home rule municipal retailers' occupation tax and home rule service occupation tax and determine the future need of the tax.

Upon such review, the village board shall determine whether the imposition of the tax shall continue at the one percent (1%) rate, or shall be amended or eliminated. It is anticipated that the village will act upon the results of such review. The tax shall, however, remain in effect until repealed or amended. (Ord. 5741, 3-30-2009)

VILLAGE CODE – CHANGED (IF THE BOARD OF TRUSTEES OVERRIDE VILLAGE PRESIDENT'S VETO, ORDINANCE 6101 BECOMES EFFECTIVE)

Changes:

- "Use of Funds," formerly Section D, has been deleted.
 - "Annual Village Board Review" has been modified and re-lettered from E to D.
-

3-32-8: HOME RULE MUNICIPAL RETAILERS' OCCUPATION TAX AND SERVICE OCCUPATION TAX: 

- (A) Municipal Retailers' Occupation Tax Imposed: Effective July 1, 2009, a tax is hereby imposed upon all persons engaged in the business of selling tangible personal property, other than an item of tangible personal property titled or registered, with an agency of the state of Illinois, at retail in the village of Glen Ellyn at the rate of one percent (1.00%) on the gross receipts from these sales made in the course of such business. Such "home rule municipal retailers' occupation tax" shall not be applicable to the sales of food for human consumption that is to be consumed off the premises where it is sold (other than alcoholic beverages, soft drinks and food that has been prepared for immediate consumption) and prescription and nonprescription medicines, drugs, medical appliances and insulin, urine testing materials, syringes and needles used by diabetics, and other items which may be specifically excluded by state law. The imposition of this home rule tax is pursuant to the provisions of section 8-11-1 of the Illinois municipal code⁵.
- (B) Home Rule Service Occupation Tax Imposed: Effective July 1, 2009, a tax is hereby imposed upon all persons engaged in the village of Glen Ellyn in the business of making sales of service, at the rate of one percent (1.00%) of the selling price of all tangible personal property transferred by such serviceman, either in the form of tangible personal property or in the form of real estate, as an incident to a sale of service. Such "home rule municipal service occupation tax" shall not be applicable to the sales of food for human consumption which is to be consumed off the premises where it is sold (other than alcoholic beverages, soft drinks and food which has been prepared for immediate consumption) and prescription and nonprescription medicines, drugs, medical appliances and insulin, urine testing materials, and syringes and needles used by diabetics, and other items which may be specifically excluded by state law. The imposition of this home rule tax is pursuant to the provisions of section 8-11-5 of the Illinois municipal code⁶.
- (C) Collection By State: The taxes hereby imposed and all civil penalties that may be assessed as an incident thereto shall be collected and enforced by the department of revenue of the state of Illinois. (Ord. 5740, 3-30-2009)
- (D) Annual Village Board Review: The Village Board shall, prior to May 1st of each year, review the uses of the home rule municipal retailers' occupation tax and home rule service occupation tax, and determine the future need for and the amount of the tax. Upon such review, the village board shall determine whether the imposition of the tax shall continue at its then-current level or shall be amended or eliminated. It is anticipated that the village will act upon the results of such review, the tax shall, however, remain in effect until repealed or amended.

EXCERPT FROM MANAGEMENT'S OCTOBER 10, 2012 MEMO FOR THE OCTOBER 15, 2012 PRE-BUDGET WORKSHOP

A. Home Rule Sales Tax Annual Review

On March 30, 2009, the Village Board approved Ordinance No. 5740, establishing a new 1% Home Rule Sales Tax (HRST). This was in response to significant declines in revenues combined with sharp increases in mandatory pension funding requirements stemming from the recent recessionary period. Although significant cutbacks in spending were implemented, including staff reductions, this new revenue stream was necessary to sustain the level of services provided to the community. Concurrent with the adoption of the 1% home rule sales tax, the Village Board adopted Ordinance No. 5741, An Ordinance Providing for an Annual Review and Specific Uses of Home Rule Retailer's Occupation Tax and Service Occupation Tax, which defines specific uses for the home rule sales tax and also requires annual Village Board review of the tax.

Specifically, the HRST may be used for the following:

1. Pensions: Maintain funding requirements of Glen Ellyn's Police Pension Fund and Illinois Municipal Retirement Fund obligations as mandated by the State of Illinois;
2. Cash reserves: Maintain adequate cash reserves as determined by Village financial policies;
3. Downtown revitalization: Provide a dedicated funding source for downtown revitalization efforts through the designation of up to 15% of the revenues to fund improvements to the Central Business District.

1. Pensions

The Village funds employer contributions to the Police Pension Fund and Illinois Municipal Retirement Fund (IMRF). General Fund contributions for these programs for FY11/12 actual and FY12/13 budget are as follows:

	FY11/12	FY12/13
Police Pension	\$1,036,000	\$969,000
IMRF (General Fund)	\$341,583	\$394,300
Total	\$1,377,583	\$1,363,300

2. Cash reserves

The ordinance requires that the HRST be used to maintain adequate cash reserves. The test to determine if the funding source is necessary is to calculate the cash reserves level *without* that revenue source compared to the required cash reserves per Village policy. Then we calculate how much of that revenue was needed (or will be needed) to achieve the required cash reserves.

	FY11/12	FY12/13
Estimated ending cash reserves	\$ 4,299,106	\$ 4,472,902
HRST revenue	\$ 1,787,569	\$ 1,864,800
Cash Reserves without the year's HRST revenue [a]	\$ 2,511,537	\$ 2,608,102

Annual Expenditures	\$ 16,005,457	\$ 16,356,804
Cash Reserve policy amount (26% for FY11/12 and 27% for FY12/13) [b]	\$ 4,161,419	\$ 4,416,337
<i>Cash reserves without HRST as a percent of annual expenditures</i>	15.7%	15.9%

Amount of HRST needed during the year to meet the Cash Reserve Policy amount [a] - [b]	\$ (1,649,882)	\$ (1,808,235)
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3. Downtown revitalization

The adopting ordinance allows the use of up to 15% towards downtown revitalization efforts. Hotel/motel tax and Special Service Area revenues are dedicated for economic development. The chart below calculates the difference between Economic Development expenditures and these dedicated revenues, and also assumes that all unfunded amounts are efforts to revitalize the central business district.

	FY11/12	FY12/13
Economic Development Expenditures	\$351,089	\$378,850
Dedicated revenues	\$291,313	\$332,000
Difference	(\$59,776)	(\$46,850)

Use of Home Rule Sales Tax Revenue

Clearly, this revenue source is critical to maintaining the existing service levels in the General Fund. In the three categories, the Village has expended \$3.1 million in FY11/12 and \$3.2 million FY12/13 (estimated).

	FY11/12	FY12/13
HRST Revenue	<u>\$ 1,787,569</u>	<u>\$ 1,864,800</u>
Maximum amount of each HRST use category		
1. Pensions	\$ 1,377,583	\$ 1,363,300
2. Cash reserve	1,649,882	1,808,235
3. Downtown revitalization	59,776	46,850
Total of HRST Expenditure categories	<u>\$ 3,087,241</u>	<u>\$ 3,218,385</u>
Revenue over (under) total HRST Expenditure Categories	<u>\$ (1,299,672)</u>	<u>\$ (1,353,585)</u>

Management recommends retaining the Home Rule Sales Tax level at 1.0%.

VILLAGE OF GLEN ELLYN, ILLINOIS

BALANCE SHEET
GOVERNMENTAL FUNDS

April 30, 2012

	General	Debt Service	Capital Projects	Nonmajor Governmental Funds	Total Governmental Funds
ASSETS					
Cash and cash equivalents	\$ 5,211,432	\$ 30,107	\$ 3,100,673	\$ 2,251,138	\$ 10,593,350
Receivables					
Property taxes	5,346,825	1,671,147	-	-	7,017,972
Utility taxes	-	-	417,821	-	417,821
Accounts, net	437,908	-	-	149,168	587,076
Notes	-	-	-	254,534	254,534
Other	31,780	-	-	-	31,780
Prepaid items	20,925	-	-	-	20,925
Due from other funds	58,782	-	-	-	58,782
Due from other governments	2,079,449	3,782,893	-	53,291	5,915,633
TOTAL ASSETS	\$ 13,187,101	\$ 5,484,147	\$ 3,518,494	\$ 2,708,131	\$ 24,897,873
LIABILITIES AND FUND BALANCES					
LIABILITIES					
Accounts payable	\$ 218,738	\$ -	\$ 376,630	\$ 13,995	\$ 609,363
Retainage payable	-	-	132,495	-	132,495
Accrued salaries	389,772	-	-	-	389,772
Deferred revenues	5,540,591	5,454,039	-	-	10,994,630
Due to other funds	-	-	-	58,782	58,782
Due to other governments	10,841	-	-	-	10,841
Deposits	813,727	-	1,000	-	814,727
Other	5,237	-	-	-	5,237
Total liabilities	6,978,906	5,454,039	510,125	72,777	13,015,847
FUND BALANCES					
Nonspendable - loans receivable	-	-	-	254,534	254,534
Nonspendable - prepaid items	20,925	-	-	-	20,925
Restricted for debt service	-	30,108	-	-	30,108
Restricted for public safety	86,517	-	-	-	86,517
Restricted for highways and streets	-	-	-	387,396	387,396
Unrestricted					
Committed for purchase contracts	98,959	-	1,616,285	-	1,715,244
Committed for phone system	-	-	-	26,339	26,339
Assigned for capital purposes	-	-	1,392,084	2,025,867	3,417,951
Unassigned	6,001,794	-	-	(58,782)	5,943,012
Total fund balances	6,208,195	30,108	3,008,369	2,635,354	11,882,026
TOTAL LIABILITIES AND FUND BALANCES	\$ 13,187,101	\$ 5,484,147	\$ 3,518,494	\$ 2,708,131	\$ 24,897,873

Committed for future pension contributions

See accompanying notes to financial statements.

Village of Glen Ellyn
Use of Home Rule Sales Tax Revenues - 2009 to 2018

	FY08/09	FY09/10*	FY10/11	FY11/12	FY12/13 (best projection available)	Projection					Notes
						FY13/14	FY14/15	FY15/16	FY16/17	FY17/18	
A HRST Revenue	\$ 1,013,461	\$ 1,713,720	\$ 1,763,251	\$ 1,779,100	\$ 1,832,473	\$ 1,887,447	\$ 1,944,071	\$ 2,002,393	\$ 2,062,465	3% growth (same rate as 5 year forecast)	
Pensions											
IMRF	\$ 234,216	\$ 352,167	\$ 341,583	\$ 394,300	\$ 417,009	\$ 439,071	\$ 463,246	\$ 488,574	\$ 515,109	From 5 year forecast	
Police Pension	\$ 813,000	\$ 943,000	\$ 1,036,000	\$ 969,000	\$ 980,000	\$ 1,078,000	\$ 1,185,800	\$ 1,304,380	\$ 1,434,818	FY14 from actuarial valuation, 10% future growth	
B Total Pensions	\$ 1,047,216	\$ 1,295,167	\$ 1,377,583	\$ 1,363,300	\$ 1,397,009	\$ 1,517,071	\$ 1,649,046	\$ 1,792,954	\$ 1,949,927		
Cash reserves											
Projected current year expenditures, less capital outlay	\$ 16,000,991	\$ 13,329,234	\$ 14,463,258	\$ 15,672,665	\$ 16,470,004	\$ 16,880,000	\$ 17,656,000	\$ 18,426,000	\$ 19,300,000	\$ 20,223,000	From 5 year forecast
Target cash reserve %	25%	25%	25%	25%	25%	26%	27%	28%	29%	30%	Growing 1 percentage point per year
Cash reserve policy amount	\$ 4,000,248	\$ 3,332,309	\$ 3,615,815	\$ 3,918,166	\$ 4,117,501	\$ 4,388,800	\$ 4,767,120	\$ 5,159,280	\$ 5,597,000	\$ 6,066,900	
C Incremental Reserve requirement	\$ (667,939)	\$ 283,506	\$ 302,352	\$ 199,335	\$ 271,299	\$ 378,320	\$ 392,160	\$ 437,720	\$ 469,900		
CBD Expenditures											
Public Works Events	\$ 35,000	\$ 40,000	\$ 45,000	\$ 50,000							
Benches and trash cans	10,000	10,000									
PW CBD appearance	40,401	37,685	53,006	39,800							
PW snow removal	10,563	32,085	6,401	15,000							
Masonry work	4,000	4,000	4,000	16,000							
Streetsweeping and sidewalk blowing	21,000	21,000	21,000	21,000							
Police Dept. overtime events	-	-	-	10,000							
Economic Development cost center net**	-	-	59,776	46,850							
D CBD Expenditures	\$ 120,964	\$ 139,770	\$ 199,183	\$ 198,650	\$ 198,650	\$ 198,650	\$ 198,650	\$ 198,650	\$ 198,650	\$ 198,650	Estimated flat
E Total of three noted uses (B, C and D)	\$ 1,168,180	\$ 1,718,443	\$ 1,879,118	\$ 1,761,285	\$ 1,866,958	\$ 2,094,041	\$ 2,239,856	\$ 2,429,324	\$ 2,618,477		
F HRST revenue (A) less total of the three noted uses (E)	\$ (154,719)	\$ (4,723)	\$ (115,867)	\$ 17,815	\$ (34,485)	\$ (206,594)	\$ (295,785)	\$ (426,932)	\$ (556,012)		
Running balance	\$ (154,719)	\$ (159,442)	\$ (275,309)	\$ (257,494)	\$ (291,979)	\$ (498,573)	\$ (794,357)	\$ (1,221,289)	\$ (1,777,302)		

*FY09/10 included significant budget reductions due to the national economic crisis. As a result, expenditures declined, thereby lowering the cash reserve requirement. For purposes of this analysis, the negative incremental reserve requirement has been removed from the calculations in rows "E" and "F" for that year only.
**Prior to FY10/11, economic development activity was funded through the special programs fund.

**Minutes
Special Village Board Workshop
Glen Ellyn Village Board of Trustees
January 21, 2013**

A-6A₃

Time of Meeting: 6:00 p.m.

Present: President Pro Tem Cooper, Trustees Hartweg, Henninger, Ladesic and McGinley; Deputy Village Clerk Solomon; Staff present: Village Manager Franz, Assistant to the Village Manager Schrader, Police Chief Norton, Public Works Director Hansen and Administrative Intern Strong. President Pfefferman at 6:21 p.m.

1. Call to Order

President Pro Tem Cooper called the Board Workshop to order at 6:00 p.m. with a roll call. Trustees Hartweg, Henninger, Ladesic and McGinley responded "Present." President Pfefferman arrived at 6:21 p.m.

2. Adjournment to Executive Session

At 6:01 p.m. Trustee Ladesic moved, seconded by Trustee Henninger to adjourn to Executive Session in Room 301 for the purpose of discussing collective bargaining negotiations, returning thereafter to open session.

At 7:00 pm. President Pfefferman reconvened the open session of the Special Workshop.

3. Glen Ellyn History Project

Glen Ellyn Park District Commissioner Ron Aubrey introduced the project and said they started on this about two years ago as the Park District wants to start preserving its documents. He said the Park District will be celebrating its centennial in 2019.

Glen Ellyn Park District Commissioner Julia Nephew gave further background on the project and showed examples of the types of things they are archiving. She said this project is designed to celebrate the history of the Park District for the centennial through creating an archives, scan and preserving material in archival storage and creating a history website.

Archivist Leslie Peet presented information on the steps she is taking in order to archive different items, such as documents, newspaper articles, photographs, architectural drawings, etc. There will be a website at <http://geparkhistory.omeka.net> which will have collections and items that have been submitted and a place to contribute stories images, movies and audio.

Trustee Henninger gave a suggestion of visiting the Facebook page of "I Remember When in Glen Ellyn." There was also discussion regarding funding, timing, where the archives will be kept and the possibility of needing an architect's scanner for big drawings at some point down the road.

4. Lake Ellyn Hydrologic and Hydraulic Study

Professional Engineer Minix gave background on this project and presented the original findings from RHMGE Engineers from the drainage study commissioned by the Village and Park District to study Lake Ellyn and address a number of items and issues associated with lake inflows, operations and overflows.

Bill Rickert, project principal from RHMGE Engineers, said the original study was precipitated by the overtopping event in July 2010 and presented background on the 1st study's objectives and the additional study's objectives, which includes impervious coverage area within tributary basin, feasibility of increasing peak discharge rate and possible modification of the outlet control structure. He showed several pictures, including a schematic of Lake Ellyn and the drainage basin and a map of the tributary areas and trunk sewers.

Ben Metzler, project engineer from RHMGE Engineers, presented information on the increasing impervious area within the basin. Impervious area includes anything covered by impenetrable materials, such as driveways, patios, roof tops, etc. The Lake Ellyn tributary area is in the R-2 Residential district. The existing impervious coverage ratio in the study area is 40%, and of the 40%, 37% is the building footprint. RHMGE modeled the existing condition of 40% with 3 future scenarios of 50%, 55% and 60% and then examined different possible events (100-year event 8-hour event, an 18-hour event and a 12-hour event). The conclusion is the impervious coverage area should not exceed 55%. Mr. Metzler said the Village is starting to implement volume-control best management practices which reduce the runoff from individual lots.

Mr. Rickert said representatives from the Village's Public Works Department and RHMGE met with the Village's Stormwater and Flood Plain Ordinance Administrator to discuss the potential to increase the peak discharge from Lake Ellyn. The Stormwater and Flood Plain Ordinance Administrator was fine with increasing the discharge, but wanted to confirm that the discharges to Perry's Pond would not exceed historical peak discharges. As a part of the original study, the discharge rate was increased from 27 CFS (cubic feet per second) to 38 CFS; however, the maximum that would be permitted under the county-wide stormwater ordinance is 0.1 CFS per acre of tributary area to the lake, which calculates to 61.4 CFS. It was determined that increasing the peak discharge rate would have no significant impact on Perry's Pond or the downstream storm sewer capacity.

Mr. Metzler said they also found that increasing the weir length (width) in the outlet control structure will cause the discharge from Lake Ellyn to be outlet-controlled at a lower elevation, thereby increasing the effective storage of the lake. There is a 24-inch hole that was previously restricted by a plate which has since been removed and caused the increase to go from 28 CFS up to 37 CFS out of the outlet control structure. Several weir lengths and outlet configurations were modeled and analyzed, and the conclusion

was that as the weir length increases, the discharge increases. Also, RHMG is proposing to install a storm sewer connecting Perry's Preserve area bounded by Oak Street, Grand Avenue and Riford Road to the sideyard channel that drains to Perry's Pond. Installation of the pipe connecting Perry's Preserve and Perry's Pond would reduce the amount of flow conveyed overland via the sideyard swale between 729 and 735 Riford.

There was discussion around the removal of the restrictor plate, some type of warning for overflow events, possibility of a water shortage, Perry's Pond ownership lines and the possible timing for this project.

Joe Sinopoli, 725 Riford Road, Glen Ellyn, Illinois, said the creek that goes to Perry's Pond goes through his property and asked about the maximum flow through the possible Riford Road culvert to which Mr. Metzler responded it would be about 170 CFS which is still below the rated capacity of that culvert, which would be 240 CFS. Mr. Sinopoli asked how the orifice would manage the water to which Mr. Metzler responded the total volume of water going through the creek will not change. Mr. Metzler said they are recommending the orifice be enlarged to 33 inches, and the weir will be used to get the orifice under control quicker as the orifice and the weir will work in tandem.

Jerry Dentinger, 729 Riford Road, Glen Ellyn, Illinois, asked about the possible grading between his property and the property at 735 Riford Road to which Mr. Metzler said this will be a grass swale that would be less than 2 feet at its biggest depth. Mr. Dentinger asked if the water out of Lake Ellyn will be faster to which Mr. Rickert said there would be no change to the flow/velocity as the new culvert piper will divert a significant amount of water so it does not reach the sideyards. Mr. Dentinger said that during both the July 2008 and September 2010 events, the water spanned 4 houses.

Gary Fasules, 755 Chidester Avenue, Glen Ellyn, Illinois, said he is one of the land owners of Perry's Pond and that a bigger solution needs to be addressed. He said he has video tapes from the July 2008 and September 2010 events to show how much water was flowing. Village President Pfefferman asked for these videos or links to the videos to be sent to him. He suggested making the dam higher as these events are happening more frequently and he thinks this plan is a great start, but is only putting a "Band-aid on a broken leg."

Jane Anderson, 747 Chidester Avenue, Glen Ellyn, Illinois, said her house is downstream so it is a low point in the area. She asked what possible impact might happen if the water makes it past the homes at 729 Riford Road and 735 Riford to which Mr. Metzler responded there would be no increased volume downstream, just an increase to the rate downstream. Ms. Anderson said in the past several years, her yard is wet and swampy often even though a major rain event is not happening to which Mr. Rickert said there may be another issue that needs to be addressed. Mr. Fasules said that Perry's Pond is not flooding, but that the flooding is coming from the overtopping of Lake Ellyn.

Mr. Fasules asked about the possibility of raising the dam to which Village Manager Franz said this was talked about earlier in the process. Mr. Rickert said if the dam is raised, it is probable that the Glenbard West High School athletic fields, the Boathouse and Lake Ellyn Park would flood. Glen Ellyn Park District Executive Director Dave Harris said the Park District has issues with raising the dam as Lake Ellyn Park is a valuable asset to the Village and thinks there are other solutions that can be looked at. Mr. Fasules said he thinks the natural topography at the end of Lake Ellyn could easily be raised so the runoff water does not go to the east to which Mr. Dentinger agreed. Mr. Dentinger said they should be looking at more than one water exit out of the lake.

Jeff Hintz, 717 Riford Road, Glen Ellyn, Illinois, said there is great concern in the neighborhood about the possible overtopping of Lake Ellyn. He said that Perry's Pond is not the issue, but the overtopping of Riford Road is the issue. He said the proposed culvert is a step in the right direction and the swale could be good.

Mike Colliander, 540 Longfellow Avenue, Glen Ellyn, Illinois, asked if a significant rain event is coming then can the pond be released sooner to which Mr. Metzler responded actively managing the lake is not recommended, and the lake works better as a passive system, and there is also no significant effect if the pond release starts hours in advance of a rain event.

Glen Ellyn Park District Commissioner Julia Nephew said anytime Lake Ellyn Park is flooded, this flooding is damaging the root systems of the trees in the park, which are some of the oldest trees in the Village. She said the quantity of water grows exponentially during a rain event.

Mr. Fasules said yes to the culvert, but he would like to see them look at other ways to catch water in other areas upstream to divert the water before it gets downstream.

Village Manager Franz said there will be another presentation of this information at the Park District Meeting at 7pm on February 5, 2013 in order to get more feedback from the residents and then the Village will look at the next steps.

5. Adjournment

At 9:44 p.m. Trustee Henninger moved and Trustee Ladesic seconded the motion to adjourn. All voted "Aye." Meeting adjourned.

Respectfully Submitted,
Debbie Solomon,
Deputy Village Clerk

Reviewed by,
Patti Underhill
Acting Village Clerk

MEMORANDUM

TO: Village President and Village Board

FROM: Mark Franz, Village Manager; Phil Norton, Police Chief

DATE: January 24, 2013

RE: FOP Contract Ratification



Background

On March 27, 1987, Glen Ellyn Police Officers voted to be represented by the Fraternal Order of Police for the purpose of collective bargaining. In May of 1987, the Illinois State Labor Board certified the vote and negotiations towards the Village's first contract with the bargaining unit began shortly thereafter. The first contract was approved by the Village Board on December 18, 1989 and was in effect from the date of signing through April 30, 1991. In July 1990, the contract was modified as the result of a "wage re-opener" which allowed for negotiations for wages and insurance issues only.

Since that time, there have been six successor contracts, the last of which expired on October 31, 2012. On September 14, 2012, we met for the first time with the union to bargain over what would become our eighth labor management agreement. We met a total of six times with the FOP.

I am pleased to report we have reached tentative agreement on all outstanding issues. On January 18, 2013 at 6:00 P.M. the FOP met and approved their membership vote to approve the agreement. The Village Board may now consider the contract for ratification on January 28, 2013.

Issues

The following is a summary of the key issues that both sides approved, in order to reach agreement.

1. Length of the contract will be four years, expiring on October 31, 2016.
2. Wages increases of:
 - Effective 11/01/12, 2.5%
 - Effective 11/01/13, 2.5%
 - Effective 11/01/14, 2.5%
 - Effective 11/01/15, 2.75%
 - Effective 11/01/12, an additional "step increase" of 1%, for those officers who have been at the top step for at least one year.
 - Effective 11/01/13, an additional 1% increase to the newly established "top 9."
3. Effective 11/01/12, Detectives will receive a stipend of \$500 every six months.
 - a. Effective 11/01/13, the Detectives stipend increases to \$750 every six months.
4. Effective 11/01/12, the educational pay supplement adds a step of \$3,500 after 14 years of service. Currently, the top is \$3,000 after 12 years of service.
5. Effective 11/01/12, the number of "assurance days" for each officer is reduced from 2 to 1.

6. Effective 11/01/12, the Village agrees to notify all union members of the availability of overtime via electronic message. Said overtime will be filled on a first come, first served basis.
7. Effective 11/01/12, the Village will increase the cost to outside entities for use of off-duty police officers (extra-ordinary details) from \$40 per hour to \$50 per hour. The employee will be paid \$48 per hour, an increase from \$38 per hour.

The union ratified this agreement on Friday, January 18, 2013.

Budget Impact

The five-year forecast provides a detailed analysis of the financial challenges ahead and identifies controlling salary increases as a partial solution to balancing the budget long term. The costs of this contract, including step increases previously agreed to, is about 5% for the first two years of the contract and 4% for the last two years of the contract. This is in line with the projections in the five-year forecast that predicted 4.5% for the next five years. By keeping COLA adjustments below 3% for four years, the Village has some flexibility with other employee groups in maintaining internal equity. Lastly, the last two years of this contract should put the Village at a very competitive position when one can expect the CPI to be above 3%.

In collective bargaining, economic issues are always the most challenging and get the most attention. This process was no different. We believe the wages agreed to in this proposal are very competitive with the market and the Village's comparable communities. This contract does provide additional stability in terms of future personnel costs by adding a fourth year at a rate below 3% in 2015/16. Lastly, agreeing to the contract does avoid arbitration costs and continues the trend of resolving labor matters at the bargaining table through a good faith effort to compromise and agree to a deal that is fair for both sides. Management believes we accomplished that objective.

Recommendation

It is the unanimous recommendation of the bargaining team that upon ratification by the union, the Village Board ratify the agreement.

Village of Glen Ellyn
Fraternal Order of Police
Lodge #202

Noteworthy FOP Contract Adjustment

- I. Four year agreement expiring on 10/31/16.
- II. Educational Pay supplement increased to \$3,500 after fourteen years service, currently \$3,000 after twelve years of service.

III. Wages -

2.5%	effective	11/01/12
2.5%	effective	11/01/13
2.5%	effective	11/01/14
2.75	effective	11/01/15

Plus an additional step of 1% for employees at top of the range effective 11/01/12 and an additional 1% effective 11/01/13.

- IV. Investigations stipend of \$500 every six months assigned to investigations, increasing to \$750 every six months, effective 11/01/14.
- V. Elimination of one "assurance day" (a demand vacation day) for every member of the bargaining unit.

MEMORANDUM

TO: Village Board
FROM: Mark Franz, Village Manager *z*
DATE: January 23, 2013
RE: Home Rule Sales Tax



Background

During preliminary budget workshop discussions, the Village Board asked management to prepare an ordinance removing the three spending categories for Home Rule Sales Tax (HRST) revenue. That ordinance was adopted in December, 2012, and the Village President vetoed the ordinance at the January 14, 2013, Village Board meeting. At least two trustees have requested that the ordinance be reconsidered at the January 28, 2013, Village Board meeting, and have posed a few specific questions. This memo attempts to address those questions and explain some possible outcomes.

Issues

Can you please provide in the board packet how the funds must be used under the ordinance we passed. Must they all be used for pension and reserves or is it that we gave open use that you may apply it anywhere?

We have attached copies of the Village Code section with and without ordinance 6101. The specific section of the code details the spending categories are as follows:

- (D) Use Of Funds: Revenues generated from the home rule municipal retailers' occupation tax and home rule service occupation tax are intended to maintain funding requirements of Glen Ellyn's police pension fund and Illinois municipal retirement fund obligations as mandated by the state of Illinois; to maintain adequate cash reserves as determined by adopted financial policies; and to provide a dedicated funding source for downtown revitalization efforts through the designation of up to fifteen percent (15%) of the revenues to fund improvements to the central business district.

The Village President has indicating that this section of code does not align with the tone and intent of the discussions. The Village President indicated that the intent was to provide a funding source for incremental costs for pension expense, and the cost to fund the incremental cash reserve requirement (that is, funding the difference in cash reserve requirements, per Board policy, from one year to the next.)

In management's October 10, 2012 memo prepared for the annual review, we read this sections of the code differently. Management's reading of the ordinance language is that pension contribution can be for the full amount (no restriction to the incremental contribution), and that the cash reserves are to be maintained. To determine the amount needed to maintain cash reserves, we examined the impact on the General Fund cash reserves with and without the home rule sales tax for each year. In a given year, the home rule sales tax can be used to maintain the incremental cash reserve requirement, plus restore funding that would otherwise be spent down due to deficit spending that would occur without this revenue source.

On January 8, 2013, management prepared a schedule of the use (historical and future projections) of home rule sales tax revenues (attached). Management believes that the home rule sales tax remains an important revenue source for the General Fund and that the revenues have been used in accordance with the ordinance. If the HRST did not exist, many of the downtown economic development projections would be reduced or eliminated. Therefore, the HRST has been used to pay for pension costs and protect reserves and downtown projects.

The options moving forward include the following, specifically relating to cash reserves:

1. Do not change the ordinance (let the veto remain), keep existing financial reporting
This alternative contemplates applying each year's revenue to restore the cash reserve level at the policy required level, not just the incremental policy amount. In short, this option would be to follow what we have done since 2009/10.
2. Do not change the ordinance (let the veto remain), change financial reporting
This alternative would establish a new fund balance commitment on the financial statements. If there were an amount to be set aside for future pension spending, the balance sheet would show an additional "Commitment for future pension contributions." This would lower the amount of unassigned reserves, dollar for dollar. This would also affect the annual general fund budget, see below.
3. Change the ordinance (override the veto)
This alternative would consider the home rule sales tax revenue as a general revenue, as it is clear that the General Fund needs this funding to continue to provide the current level of services to the community. The home rule sales tax would still be reviewed annually to determine if the rate should be changed, or the tax eliminated.

Each alternative contemplates using HRST revenue for any and all pension contributions from the General Fund.

Impact on Annual General Fund Budget

If option two is selected, the Village Board would have to contemplate what downtown costs should continue to be paid with HRST contributions and which do not meet the intent or spirit of the ordinance. Many of the items that are not supported through a HRST contribution would likely be eliminated from the recommended budget.

Attachments

- Village code – unchanged (if the village president’s veto remains)
- Village code – changed (if the board of trustees override village president’s veto, ordinance 6101 becomes effective)
- Excerpt from Management’s October 10, 2012 memo for the October 15, 2012 pre-budget workshop
- General Fund balance sheet as of April 30, 2012, from the comprehensive annual financial report
- Use of Home Rule Sales Tax Revenues – 2009 to 2018 schedule, dated January 8, 2013

VILLAGE CODE – UNCHANGED (IF THE VILLAGE PRESIDENT’S VETO REMAINS)

**3-32-8: HOME RULE MUNICIPAL RETAILERS' OCCUPATION TAX AND SERVICE
OCCUPATION TAX:** 

- (A) Municipal Retailers' Occupation Tax Imposed: Effective July 1, 2009, a tax is hereby imposed upon all persons engaged in the business of selling tangible personal property, other than an item of tangible personal property titled or registered, with an agency of the state of Illinois, at retail in the village of Glen Ellyn at the rate of one percent (1.00%) on the gross receipts from these sales made in the course of such business. Such "home rule municipal retailers' occupation tax" shall not be applicable to the sales of food for human consumption that is to be consumed off the premises where it is sold (other than alcoholic beverages, soft drinks and food that has been prepared for immediate consumption) and prescription and nonprescription medicines, drugs, medical appliances and insulin, urine testing materials, syringes and needles used by diabetics, and other items which may be specifically excluded by state law. The imposition of this home rule tax is pursuant to the provisions of section 8-11-1 of the Illinois municipal code⁵.
- (B) Home Rule Service Occupation Tax Imposed: Effective July 1, 2009, a tax is hereby imposed upon all persons engaged in the village of Glen Ellyn in the business of making sales of service, at the rate of one percent (1.00%) of the selling price of all tangible personal property transferred by such serviceman, either in the form of tangible personal property or in the form of real estate, as an incident to a sale of service. Such "home rule municipal service occupation tax" shall not be applicable to the sales of food for human consumption which is to be consumed off the premises where it is sold (other than alcoholic beverages, soft drinks and food which has been prepared for immediate consumption) and prescription and nonprescription medicines, drugs, medical appliances and insulin, urine testing materials, and syringes and needles used by diabetics, and other items which may be specifically excluded by state law. The imposition of this home rule tax is pursuant to the provisions of section 8-11-5 of the Illinois municipal code⁶.
- (C) Collection By State: The taxes hereby imposed and all civil penalties that may be assessed as an incident thereto shall be collected and enforced by the department of revenue of the state of Illinois. (Ord. 5740, 3-30-2009)
- (D) Use Of Funds: Revenues generated from the home rule municipal retailers' occupation tax and home rule service occupation tax are intended to maintain funding requirements of Glen Ellyn's police pension fund and Illinois municipal retirement fund obligations as mandated by the state of Illinois; to maintain adequate cash reserves as determined by adopted financial policies; and to provide a dedicated funding source for downtown revitalization efforts through the designation of up to fifteen percent (15%) of the revenues to fund improvements to the central business district.
- (E) Annual Village Board Review: Prior to May 1, 2010, and prior to each subsequent May 1, the village board shall review the uses of the home rule municipal retailers' occupation tax and home rule service occupation tax and determine the future need of the tax.

Upon such review, the village board shall determine whether the imposition of the tax shall continue at the one percent (1%) rate, or shall be amended or eliminated. It is anticipated that the village will act upon the results of such review. The tax shall, however, remain in effect until repealed or amended. (Ord. 5741, 3-30-2009)

VILLAGE CODE – CHANGED (IF THE BOARD OF TRUSTEES OVERRIDE VILLAGE PRESIDENT’S VETO, ORDINANCE 6101 BECOMES EFFECTIVE)

Changes:

- “Use of Funds,” formerly Section D, has been deleted.
 - “Annual Village Board Review” has been modified and re-lettered from E to D.
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3-32-8: HOME RULE MUNICIPAL RETAILERS' OCCUPATION TAX AND SERVICE OCCUPATION TAX: 

- (A) Municipal Retailers' Occupation Tax Imposed: Effective July 1, 2009, a tax is hereby imposed upon all persons engaged in the business of selling tangible personal property, other than an item of tangible personal property titled or registered, with an agency of the state of Illinois, at retail in the village of Glen Ellyn at the rate of one percent (1.00%) on the gross receipts from these sales made in the course of such business. Such "home rule municipal retailers' occupation tax" shall not be applicable to the sales of food for human consumption that is to be consumed off the premises where it is sold (other than alcoholic beverages, soft drinks and food that has been prepared for immediate consumption) and prescription and nonprescription medicines, drugs, medical appliances and insulin, urine testing materials, syringes and needles used by diabetics, and other items which may be specifically excluded by state law. The imposition of this home rule tax is pursuant to the provisions of section 8-11-1 of the Illinois municipal code⁵.
- (B) Home Rule Service Occupation Tax Imposed: Effective July 1, 2009, a tax is hereby imposed upon all persons engaged in the village of Glen Ellyn in the business of making sales of service, at the rate of one percent (1.00%) of the selling price of all tangible personal property transferred by such serviceman, either in the form of tangible personal property or in the form of real estate, as an incident to a sale of service. Such "home rule municipal service occupation tax" shall not be applicable to the sales of food for human consumption which is to be consumed off the premises where it is sold (other than alcoholic beverages, soft drinks and food which has been prepared for immediate consumption) and prescription and nonprescription medicines, drugs, medical appliances and insulin, urine testing materials, and syringes and needles used by diabetics, and other items which may be specifically excluded by state law. The imposition of this home rule tax is pursuant to the provisions of section 8-11-5 of the Illinois municipal code⁵.
- (C) Collection By State: The taxes hereby imposed and all civil penalties that may be assessed as an incident thereto shall be collected and enforced by the department of revenue of the state of Illinois. (Ord. 5740, 3-30-2009)
- (D) Annual Village Board Review: The Village Board shall, prior to May 1st of each year, review the uses of the home rule municipal retailers' occupation tax and home rule service occupation tax, and determine the future need for and the amount of the tax. Upon such review, the village board shall determine whether the imposition of the tax shall continue at its then-current level or shall be amended or eliminated. It is anticipated that the village will act upon the results of such review, the tax shall, however, remain in effect until repealed or amended.

EXCERPT FROM MANAGEMENT'S OCTOBER 10, 2012 MEMO FOR THE OCTOBER 15, 2012 PRE-BUDGET WORKSHOP

A. Home Rule Sales Tax Annual Review

On March 30, 2009, the Village Board approved Ordinance No. 5740, establishing a new 1% Home Rule Sales Tax (HRST). This was in response to significant declines in revenues combined with sharp increases in mandatory pension funding requirements stemming from the recent recessionary period. Although significant cutbacks in spending were implemented, including staff reductions, this new revenue stream was necessary to sustain the level of services provided to the community. Concurrent with the adoption of the 1% home rule sales tax, the Village Board adopted Ordinance No. 5741, An Ordinance Providing for an Annual Review and Specific Uses of Home Rule Retailer's Occupation Tax and Service Occupation Tax, which defines specific uses for the home rule sales tax and also requires annual Village Board review of the tax.

Specifically, the HRST may be used for the following:

1. Pensions: Maintain funding requirements of Glen Ellyn's Police Pension Fund and Illinois Municipal Retirement Fund obligations as mandated by the State of Illinois;
2. Cash reserves: Maintain adequate cash reserves as determined by Village financial policies;
3. Downtown revitalization: Provide a dedicated funding source for downtown revitalization efforts through the designation of up to 15% of the revenues to fund improvements to the Central Business District.

1. Pensions

The Village funds employer contributions to the Police Pension Fund and Illinois Municipal Retirement Fund (IMRF). General Fund contributions for these programs for FY11/12 actual and FY12/13 budget are as follows:

	FY11/12	FY12/13
Police Pension	\$1,036,000	\$969,000
IMRF (General Fund)	\$341,583	\$394,300
Total	\$1,377,583	\$1,363,300

2. Cash reserves

The ordinance requires that the HRST be used to maintain adequate cash reserves. The test to determine if the funding source is necessary is to calculate the cash reserves level *without* that revenue source compared to the required cash reserves per Village policy. Then we calculate how much of that revenue was needed (or will be needed) to achieve the required cash reserves.

	FY11/12	FY12/13
Estimated ending cash reserves	\$ 4,299,106	\$ 4,472,902
HRST revenue	\$ 1,787,569	\$ 1,864,800
Cash Reserves without the year's HRST revenue [a]	\$ 2,511,537	\$ 2,608,102

Annual Expenditures	\$ 16,005,457	\$ 16,356,804
Cash Reserve policy amount (26% for FY11/12 and 27% for FY12/13) [b]	\$ 4,161,419	\$ 4,416,337
<i>Cash reserves without HRST as a percent of annual expenditures</i>	15.7%	15.9%

Amount of HRST needed during the year to meet the Cash Reserve Policy amount [a] - [b]	\$ (1,649,882)	\$ (1,808,235)
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3. Downtown revitalization

The adopting ordinance allows the use of up to 15% towards downtown revitalization efforts. Hotel/motel tax and Special Service Area revenues are dedicated for economic development. The chart below calculates the difference between Economic Development expenditures and these dedicated revenues, and also assumes that all unfunded amounts are efforts to revitalize the central business district.

	FY11/12	FY12/13
Economic Development Expenditures	\$351,089	\$378,850
Dedicated revenues	\$291,313	\$332,000
Difference	(\$59,776)	(\$46,850)

Use of Home Rule Sales Tax Revenue

Clearly, this revenue source is critical to maintaining the existing service levels in the General Fund. In the three categories, the Village has expended \$3.1 million in FY11/12 and \$3.2 million FY12/13 (estimated).

	FY11/12	FY12/13
HRST Revenue	<u>\$ 1,787,569</u>	<u>\$ 1,864,800</u>
Maximum amount of each HRST use category		
1. Pensions	\$ 1,377,583	\$ 1,363,300
2. Cash reserve	1,649,882	1,808,235
3. Downtown revitalization	59,776	46,850
Total of HRST Expenditure categories	<u>\$ 3,087,241</u>	<u>\$ 3,218,385</u>
Revenue over (under) total HRST Expenditure Categories	<u>\$ (1,299,672)</u>	<u>\$ (1,353,585)</u>

Management recommends retaining the Home Rule Sales Tax level at 1.0%.

VILLAGE OF GLEN ELLYN, ILLINOIS

BALANCE SHEET
GOVERNMENTAL FUNDS

April 30, 2012

	General	Debt Service	Capital Projects	Nonmajor Governmental Funds	Total Governmental Funds
ASSETS					
Cash and cash equivalents	\$ 5,211,432	\$ 30,107	\$ 3,100,673	\$ 2,251,138	\$ 10,593,350
Receivables					
Property taxes	5,346,825	1,671,147	-	-	7,017,972
Utility taxes	-	-	417,821	-	417,821
Accounts, net	437,908	-	-	149,168	587,076
Notes	-	-	-	254,534	254,534
Other	31,780	-	-	-	31,780
Prepaid items	20,925	-	-	-	20,925
Due from other funds	58,782	-	-	-	58,782
Due from other governments	2,079,449	3,782,893	-	53,291	5,915,633
TOTAL ASSETS	\$ 13,187,101	\$ 5,484,147	\$ 3,518,494	\$ 2,708,131	\$ 24,897,873
LIABILITIES AND FUND BALANCES					
LIABILITIES					
Accounts payable	\$ 218,738	\$ -	\$ 376,630	\$ 13,995	\$ 609,363
Retainage payable	-	-	132,495	-	132,495
Accrued salaries	389,772	-	-	-	389,772
Deferred revenues	5,540,591	5,454,039	-	-	10,994,630
Due to other funds	-	-	-	58,782	58,782
Due to other governments	10,841	-	-	-	10,841
Deposits	813,727	-	1,000	-	814,727
Other	5,237	-	-	-	5,237
Total liabilities	6,978,906	5,454,039	510,125	72,777	13,015,847
FUND BALANCES					
Nonspendable - loans receivable	-	-	-	254,534	254,534
Nonspendable - prepaid items	20,925	-	-	-	20,925
Restricted for debt service	-	30,108	-	-	30,108
Restricted for public safety	86,517	-	-	-	86,517
Restricted for highways and streets	-	-	-	387,396	387,396
Unrestricted					
Committed for purchase contracts	98,959	-	1,616,285	-	1,715,244
Committed for phone system	-	-	-	26,339	26,339
Assigned for capital purposes	-	-	1,392,084	2,025,867	3,417,951
Unassigned	6,001,794	-	-	(58,782)	5,943,012
Total fund balances	6,208,195	30,108	3,008,369	2,635,354	11,882,026
TOTAL LIABILITIES AND FUND BALANCES	\$ 13,187,101	\$ 5,484,147	\$ 3,518,494	\$ 2,708,131	\$ 24,897,873

Committed for
future pension
contributions

See accompanying notes to financial statements.

**Village of Glen Ellyn
Use of Home Rule Sales Tax Revenues - 2009 to 2018**

	FY12/13 (best projection available)										Notes
	FY08/09	FY09/10*	FY10/11	FY11/12	FY13/14	FY14/15	FY15/16	FY16/17	FY17/18		
A HRST Revenue	\$ 1,013,461	\$ 1,713,720	\$ 1,763,251	\$ 1,779,100	\$ 1,832,473	\$ 1,887,447	\$ 1,944,071	\$ 2,002,393	\$ 2,062,465	3% growth (same rate as 5 year forecast)	
Pensions											
IMRF	\$ 234,216	\$ 352,167	\$ 341,583	\$ 394,300	\$ 417,009	\$ 439,071	\$ 463,246	\$ 488,574	\$ 515,109	From 5 year forecast	
Police Pension	\$ 813,000	\$ 943,000	\$ 1,036,000	\$ 969,000	\$ 980,000	\$ 1,078,000	\$ 1,185,800	\$ 1,304,380	\$ 1,434,818	FY14 from actuarial valuation, 10% future growth	
B Total Pensions	\$ 1,047,216	\$ 1,295,167	\$ 1,377,583	\$ 1,363,300	\$ 1,397,009	\$ 1,517,071	\$ 1,649,046	\$ 1,792,954	\$ 1,949,927		
Cash reserves											
Projected current year expenditures, less capital outlay	\$ 16,000,991	\$ 13,329,234	\$ 14,463,258	\$ 15,672,665	\$ 16,880,000	\$ 17,656,000	\$ 18,426,000	\$ 19,300,000	\$ 20,223,000	From 5 year forecast	
Target cash reserve %	25%	25%	25%	25%	25%	25%	25%	25%	25%	Growing 1 percentage point per year	
Cash reserve policy amount	\$ 4,000,248	\$ 3,332,309	\$ 3,615,815	\$ 3,918,166	\$ 4,117,501	\$ 4,388,800	\$ 4,767,120	\$ 5,159,280	\$ 5,597,000		
C Incremental Reserve requirement	\$ (667,939)	\$ 283,506	\$ 302,352	\$ 199,335	\$ 271,299	\$ 378,320	\$ 392,160	\$ 437,720	\$ 469,900		
CBD Expenditures											
Public Works Events	\$ 35,000	\$ 40,000	\$ 45,000	\$ 50,000							
Benches and trash cans	10,000	10,000	10,000	-							
PW CBD appearance	40,401	32,685	53,006	39,800							
PW snow removal	10,563	32,085	6,401	15,000							
Masonry work	4,000	4,000	4,000	16,000							
Streetsweeping and sidewalk blowing	21,000	21,000	21,000	21,000							
Police Dept. overtime events	-	-	-	10,000							
Economic Development cost center net**	-	-	59,776	46,850							
D CBD Expenditures	\$ 120,964	\$ 135,770	\$ 199,183	\$ 198,650	\$ 198,650	\$ 198,650	\$ 198,650	\$ 198,650	\$ 198,650	Estimated flat	
E Total of three noted uses (B, C and D)	\$ 1,168,180	\$ 1,718,443	\$ 1,879,118	\$ 1,761,285	\$ 1,866,958	\$ 2,094,041	\$ 2,239,856	\$ 2,429,324	\$ 2,618,477		
F HRST revenue (A) less total of the three noted uses (E)	\$ (154,719)	\$ (4,723)	\$ (115,867)	\$ 17,815	\$ (34,485)	\$ (206,594)	\$ (295,785)	\$ (426,932)	\$ (556,012)		
Running balance	\$ (154,719)	\$ (159,442)	\$ (275,309)	\$ (257,494)	\$ (291,979)	\$ (498,573)	\$ (794,357)	\$ (1,221,289)	\$ (1,777,302)		

*FY09/10 included significant budget reductions due to the national economic crisis. As a result, expenditures declined, thereby lowering the cash reserve requirement. For purposes of this analysis, the negative incremental reserve requirement has been removed from the calculations in rows "E" and "F" for that year only.
 **Prior to FY10/11, economic development activity was funded through the special programs fund.