

VILLAGE OF BARTLETT

COMMITTEE AGENDA

SEPTEMBER 3, 2019

COMMUNITY & ECONOMIC DEV., CHAIRMAN GABRENYA

1. Streets of Bartlett BEDA
2. Rotary Clock

POLICE & HEALTH, CHAIRMAN CARBONARO

1. Use of Hanover Township Emergency Services Agency

PUBLIC WORKS, CHAIRMAN CAMERER

1. Tree Survey Results



Agenda Item Executive Summary

Item Name Streets of Bartlett BEDA Application Committee or Board Committee

BUDGET IMPACT

Amount:	\$50,000	Budgeted	Yes
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List what fund	Economic Incentives
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EXECUTIVE SUMMARY

Manny Rafidia is a shopping center owner who typically purchases and improves distressed properties and those with high vacancy rates. He purchased Bartlett Plaza on May 31st and has embarked on fully renovating the center including its façade, roof, parking area, lighting, signage and to correct Code-related issues in the former grocery store space. He has renamed the center Streets of Bartlett.

In his second BEDA application, Mr. Rafidia has submitted a budget of \$2 million worth of improvements that he is investing in to upgrade the center and has requested a \$250,000 incentive. Staff has explained that the limit on BEDA grants is \$50,000 due to limited funding and multiple applicants.

Mr. Rafidia appeared before the Economic Development Commission at its August 12th meeting, at which time the EDC recommended issuing a second \$50,000 BEDA grant to Mr. Rafidia provided that he complete the \$2 million worth of improvements as submitted.

Please note that the two buildings that comprise Streets of Bartlett each have their own Property Identification Number.

ATTACHMENTS (PLEASE LIST)

Staff Memo, Mr. Rafidia's BEDA application including cost estimates for improving Streets of Bartlett, documentation of two PINs comprising Streets of Bartlett, contracts for the façade work nearing completion, minutes from the August 12, 2019 EDC meeting.

ACTION REQUESTED

- Resolution
- Ordinance
- Motion
- Move to Village Board Agenda for final vote

Staff: Tony Fradin, E.D. Coordinator Date: August 26, 2019

ECONOMIC DEVELOPMENT MEMORANDUM

DATE: August 26, 2019
TO: Paula Schumacher, Village Administrator
FROM: Tony Fradin, Economic Development Coordinator *TF*
RE: Streets of Bartlett BEDA Application

APPLICANT: Manny Rafidia

BACKGROUND: Bartlett Plaza had been on the market for several years and, although several would-be purchasers had pursued the property, it had not transacted until recently.

Due to multiple factors, the former Bartlett Fresh Market space has remained vacant since fall of 2010, being the longest-term vacancy in the Village. The 31,860 SF space requires numerous improvements to bring it up to current Code and available for occupancy. Furthermore, most other aspects of the overall shopping center had suffered from deferred maintenance and would have to be extensively renovated in an effort to attract new businesses to the center and downtown Bartlett in general.

Economic Development staff marketed the space and cooperated with several commercial brokers over the years in an effort to attract tenants to Bartlett Plaza and to attract a buyer to the center who shares a common vision with the Village to improve it and make it more viable, increasing its value, occupancy and creating additional shopping and dining opportunities as well as increased employment for area residents.

MANNY RAFIDIA:

Through his holding company, R. Group Properties & Management, Manny Rafidia has purchased and improved eighteen shopping centers throughout Illinois, Ohio and Arizona. Local centers include Prospect Crossing shopping center in Prospect Heights, Century Plaza Center in Palatine, Cross Creek Commons in Roselle, Montgomery Plaza in Montgomery and Lake Street Commons and Lake Street Plaza in Addison.

All of these shopping centers suffered from excessive vacancy rates prior to his purchase, and he has succeeded in bringing all of them to nearly full or full occupancy and then maintaining that status.

After working with Staff and the long-time original developers and owners of Bartlett Plaza, Mr. Rafidia closed on the purchase of Bartlett Plaza and has embarked on the redevelopment of the shopping center, which has been re-named Streets of Bartlett as part of its resurgence and rebranding.

As of this writing, 36,660 out of the total 86,094 SF in Bartlett Plaza remains vacant, thus it continues with a high vacancy rate of 42.6%. The Village's overall retail/commercial vacancy rate had declined from 17.7% to 8% over the past two years.

Mr. Rafidia's acquisition and redevelopment of the former Bartlett Plaza will help further this positive trend within the Village.

With an initial BEDA grant of \$50,000 applied for and approved last October, Mr. Rafidia has now submitted a second grant application seeking the same amount.

Mr. Rafidia has already obtained several permits to begin renovation of the façade as he showed to Staff, the EDC and Village Board last fall in his initial application.



Facade renovations underway

Additionally, Mr. Rafidia was approved by the Village Board this past February for seven Special Use Permits and four Variations in support of his redevelopment of the center. The seven Special Uses are as follows:

- 1) Packaged liquor sales (Armanetti's),
- 2) Serving alcohol, including wine tastings (restaurant and Armanetti's),
- 3) Recreation and amusement establishments,
- 4) Live entertainment,
- 5) Banquet hall facility,
- 6) Outdoor seating, and
- 7) Pet day care (kennel)

The four Variations relate to the site plan and include a reduction in required parking spaces, increasing the monument sign area, increasing the monument sign height, and reducing the monument sign setbacks.

Tenants of Bartlett Plaza have long wanted to obtain more prominent signage, and Mr. Rafidia is accommodating them in the redevelopment of the center.



SECOND BEDA APPLICATION:

Both of Mr. Rafidia's BEDA applications have requested a \$250,000 incentive from the Village; however, he has been made aware that the maximum BEDA grant amount is \$50,000.

Because of the size and scope of this project, along with the fact that Bartlett Plaza/Streets of Bartlett is comprised of two separate PINs, Staff encouraged Mr. Rafidia to apply for a second grant to make it a \$100,000 incentive upon completion of this massive undertaking.

PIN 06-35-318-047 includes the former grocery store space and an Assessed Value of \$589,000 and PIN 06-35-317-042 is the L-shaped building anchored by Pasta Mia and Ace Hardware and has an Assessed Value of \$307,403 (both 2018 final). Assessed values are approximately one-quarter of estimated market value in Cook County.

The attached contracts that he entered into pertain to the exterior of the building and amount to a total of \$1,117,683. These are for jobs that are already underway including new windows and doors being installed on the south end of the former grocery store building facing Devon Avenue, paving and restriping the parking lot, drywall and materials for the façade, labor costs for the façade remodel, roofing, landscaping, HVAC, and electrical upgrades.



Division of south side of building into three units

We discussed that these current improvements add up to around \$1.1 million; however, Mr. Rafidia has indicated that once the exterior improvements are completed, he will be embarking upon extensive interior build-out which will add up to a comparable amount.

Mr. Rafidia is nearing completion of the buildout for Armanetti Beverage Mart. Additionally, buildouts are underway for One Taco Dos Tequilas directly east of the wine store and for the relocation of D'Licious crepes & roti in a vacant space between Subway and Dollar Works Plus. He also recently signed a lease with long-time Bartlett residents, the Bologninis, whose daughter Mariangela will own and operate an ice cream store named Cherry on Top.

Mr. Rafidia will also be upgrading the lighting throughout the entire center as of this writing (estimate not attached).

He has assured Staff that he will be spending at least \$2 million on the entire project this year and will provide additional receipts totaling that amount when the entire project is completed.

AUGUST 12 ECONOMIC DEVELOPMENT COMMISSION MEETING:

Staff presented Mr. Rafidia's second BEDA application request at the August 12th meeting of the Economic Development Commission (EDC).

Mr. Rafidia and his son, Jeremy, who will be managing the Streets of Bartlett, spoke to the EDC about the rapid progress being made as well as tenants coming to the center.

After a discussion, the EDC unanimously recommended to the Village Board that a second BEDA grant in the amount of \$50,000 be awarded to Manny Rafidia in support of his redevelopment project. As with all BEDA grants, funds are to be released only after full documentation of all expenditures are submitted to staff.

RECOMMENDATION:

Many aspects of the Village's Strategic Plan and the EDC's 2016-2020 Marketing Plan reference attracting business and investment into the Downtown and throughout the Village. Three of the items in the Strategic Plan include:

- ✓ Develop a business recruitment strategy to attract developers to invest in the downtown area and provide options for businesses to locate to Bartlett.
- ✓ Work to improve retail business profile in the Village.
- ✓ Revisit, refine and execute the Village's overall economic development incentives.

With the former Bartlett Fresh Market space having remained vacant for eight years as of this past November, it has proven a challenging space to attract an occupant considering the improvements that must be made to it.



Interior of former grocery space

The BEDA program was created to provide financial incentives to attract private investment and tenants to such challenging vacant spaces while enhancing the Village's sales tax receipts and increasing employment opportunities. It allows the Village to facilitate development and redevelopment deemed in its best interest by providing partial financing for economic development projects.

The program was continued into the second year and the funding was increased with a \$250,000 line item. This is the first application this fiscal year, with several others pending.

Thus, staff is recommending a maximum BEDA grant amount of **\$50,000** to Manny Rafidia, subject to documentation of \$2 million worth of expenditures including improvements to the roof, façade, parking lot, lighting, landscaping, HVAC, sidewalk replacements, a new sign and the build-out of the former grocery space into a space that meets current Village Code and contains an additional sales tax producing business in addition to Armanetti's liquor store.

Two \$50,000 grants amount to approximately five percent of the total project costs for upgrading Bartlett Plaza and its conversion to Streets of Bartlett.

Staff requests that this BEDA grant application be moved to the next Village Board meeting agenda for a vote.

Village of Bartlett Economic Development Assistance Application

Applicant Information:

Applicant(s) Name MMAJ, LLC

Applicant(s) Address: PO BOX 315, ITASCA, IL 60143

E-Mail Address: CRMADISON@GMAIL.COM

Primary Contact for Project: MANNY RAFIDIA

Cell Phone Number and/or Home Number: 847-921-9200

Applicant is or will be (check all that apply) Tenant Property Owner

Number of Years in Business: 35+ Number of Years in Bartlett: NEW

Contact Name and Information for Applicant's Agent or Architect (if any):

SHAWN PURNELL/847-989-2772/STP.ARCHITECTURE@GMAIL.COM

(Note: if applicant is a tenant, attach a letter from the property owner granting permission for project)

Property Information:

Project Property Location/Address: 114-399 BARTLETT PLAZA

This Property is (check all that apply): Retail Restaurant Office

Other (explain)

Number of Businesses on Site: 20

Names of Other Businesses on Site: SEE ATTACHED

Size of Building (dimensions or total square feet) 86,094 SF

Stories in building: 1 Parking spaces on property: 519

Last Real Estate Taxes Paid: 2018 (1st 1/2)

Property Tax Index Number(s) (PIN): 06-35-317-042-0000 & 06-35-317-047-0000

County: Cook DuPage Kane

Project Information:

Total Anticipated Project Cost: \$ 2,000,000.00

Amount Requested from Village: \$ 250,000.00

Project Scope: Describe and identify all exterior/nterior improvements proposed (Use additional paper if necessary to fully describe proposed project)

SEE ATTACHED SCOPE OF WORK

If approved, estimated project completion date: 3rd QUARTER 2019

Please Attach: Receipts; Copies of both sides of cancelled checks, credit card statements or bank accounts from which materials were purchased and contractors paid; Waivers of Lien

[REDACTED]

Application Statement (Read and Sign Below)

I hereby make application to participate in the Bartlett Economic Development Assistance (BEDA) program. In making this application I understand that the purpose of BEDA is to help encourage and leverage private investment in the Village's business community and help my business bring an underperforming property into more productive use.

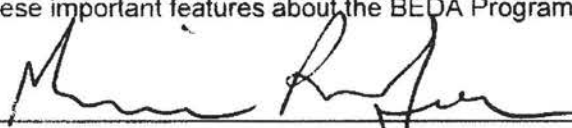
I understand that prior to commencing any work, the Village must first approve both my participation and proposed scope of work for the project. Applicants must meet with Economic Development staff prior to paying for improvements in order to review how much, if any, the Village may reimburse for the project.

I understand that all improvements made through the help of BEDA must be in accordance with all Village plans and codes. Moreover, as a condition of approval, I understand the Village may require changes to the scope of work I am proposing. I further understand that any work started or completed prior to approval of the project and my participation in the BEDA program is not eligible for reimbursement.

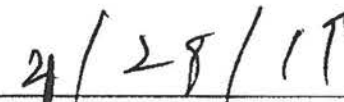
In making this application, I understand that the BEDA program is competitive, funds are limited and selection for participation is at the sole discretion of the Village of Bartlett. I understand that the Village will review my application and at the Village's discretion may reject or approve my participation in the program. I recognize that a project that enhances the Village's business climate by returning an underutilized property into economic productivity, increases local employment opportunities and includes a larger percentage of private investment than public stands a greater chance of being funded by the Village.

I also understand that if selected for this program, the Village will establish a maximum grant award for the project and this may be at a lower amount than requested or less than half of the anticipated cost of the project. I further understand that BEDA operates as a rebate program and, therefore, if selected for participation, Village funds will be disbursed to me at the conclusion of the work, after submittals by me of copies of all bills and satisfactory evidence of their payment, either by lien waivers or bills stamped "Paid" by all contractors. I understand that the actual rebate amount will be calculated at 50% of the documented actual costs by me for eligible expenses to complete the agreed upon improvements, up to the maximum grant amount awarded by the Village for the project.

By signing this application, I hereby acknowledge that I have read the above statement and understand these important features about the BEDA Program.



Applicant Signature



Date



Return this completed application with attachments to:

Tony Fradin, Economic Development Coordinator

Village of Bartlett

228 S. Main Street

Bartlett, IL 60103

114-399 Bartlett Plaza
Bartlett, IL 60103

Names of Occupied Businesses on Site:

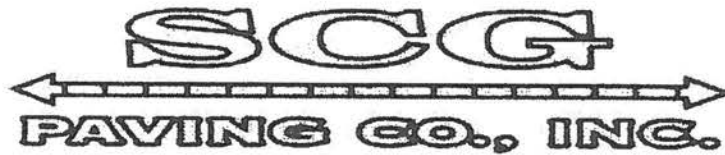
- Pasta Mia – 4,125 SF
- Subway – 1,300 SF
- Dollar Works – 2,600 SF
- Kumon Math & Reading – 1,300 SF
- Ziegler's Ace Hardware – 10,201 SF
- Edward Jones – 1,200 SF
- Planet Window & Siding – 1,200 SF
- Golden Bowl – 1,200 SF
- Eden Nails – 1,200 SF
- State Farm Insurance – 1,170 SF
- KMA of Bartlett (martial arts) – 2,374 SF
- Dr. Camerer Chiropractor – 1,200 SF
- US Postal Service – 1,200 SF
- Lorena's Hair Salon – 1,200 SF
- Albert Mategrano, DDS – 1,200 SF
- Sanuka Medical – 1,200 SF
- Kripa Montessori School – 5,782 SF
- Lisa's School of Dance – 2,792 SF
- Dr. Raj Patel – 2,500 SF
- ProConsult – 650 SF

114-399 Bartlett Plaza
Bartlett, IL 60103

Project Information:

Project Scope:

- Roof – reapply approximately 40,000 square feet of roofing
- Roof – Remove upper slanted roof, apply EIFS system finish to upper portion
- Façade – Remove all brick under windows and columns and replace with stone
- Parking Lot – Asphalt, seal & stripe entire parking lot
- Lighting – Install new parking lot lighting system
- Landscape – New landscaping throughout entire center
- Rehab – Rehab the former grocery space, 32,000 square feet
- HVAC – Remove & replace (15) HVAC rooftop units
- Sidewalk – Replace approximately 10,000 square feet of sidewalk for ADA compliance
- Marquee Sign – Remove existing & install a new Marquee Shopping Center sign



575 W Fullerton Avenue Addison, IL 60101 USA
PHONE 630-330-6598 FAX 630-477-0418
schaver@scgpaving.com - www.scgpaving.com

PAVING CONTRACT

April 25, 2019

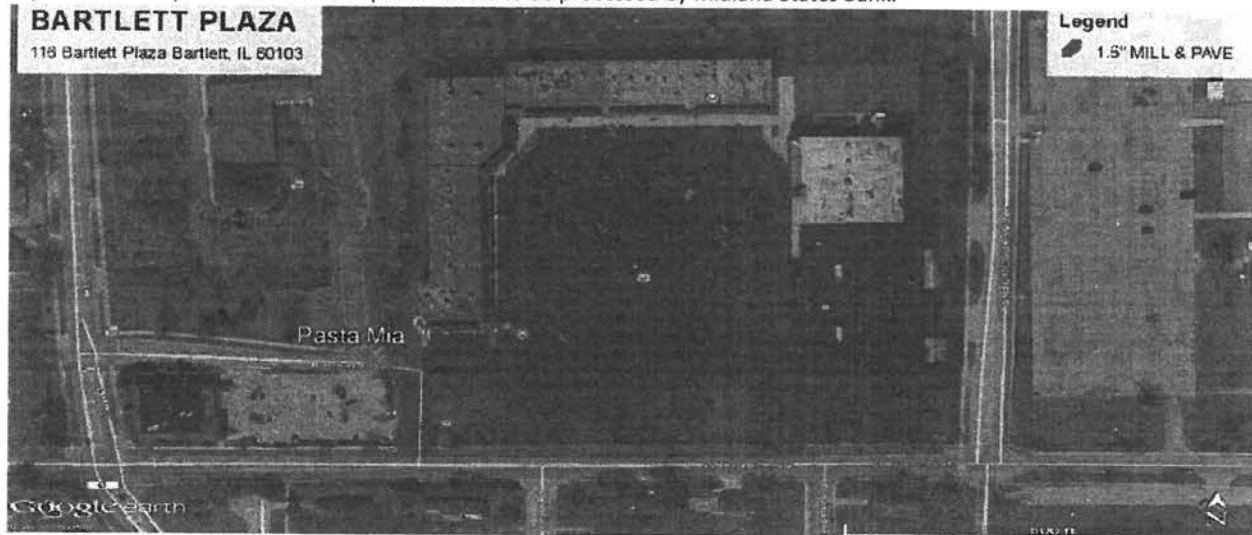
Name: Manny Rafidia
Company: MMAJ, LLC
Address: PO Box 315, Itasca, IL 60143
Phone: (847) 921-9200
Email: crmadison@gmail.com

Job Location: 114-399 Bartlett Plaza, Bartlett, IL 60103

WE PROPOSE THE FOLLOWING SCOPE OF WORK:

1.5" Mill and 2" pave; restripe parking lot

Asphalt and concrete paving will be executed per specifications and in accordance with IDOT specifications; Traffic control is not included in price; extra stone, extra material or excavation is not included in price. SCG Paving Co. is not responsible for permits or testing. Leveling surface is not including in price and is charged per ton at \$84.00. Price is valid for 30 days from date of contract, SCG Paving Co. is a signatory union contractor. Project will be completed in 4 mobilizations within 5 days. Payment is due upon draws and receipt of waivers to be processed by Midland States Bank.

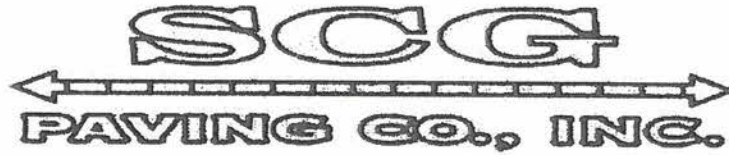


PRICING:

- A) 1.5" Mill and pave with 2" asphalt approx. 200,000 SF @ \$1.00 per sq. ft.
- B) Layout and strip is included.
- C) Repair, replace and install approx. 5,000 SF of concrete sidewalk @ \$5.00 per sq. ft.
- D) Prime and sealcoat all the back area for a price of \$7,000.00

All of the above includes labor and materials.

GRAND TOTAL APPROXIMATELY: \$232,000.00



575 W Fullerton Avenue Addison, IL 60101 USA
PHONE 630-330-6598 FAX 630-477-0418
schavez@scgpaving.com - www.scgpaving.com

PAVING CONTRACT

Payment is due upon draws and receipt of waivers to be processed by Midland States Bank. Our work is guaranteed for one year from the date of completion of job, SCG Maintenance, Inc./SCG Paving Co. is licensed, insured and bonded company.

Acceptance of Contractor

Contractor: *Sergio Chavez*

Printed Name: Sergio Chavez

Title: Estimator

Customer: *[Signature]*
Printed Name: *MARY KOTERA*
Title: *MANAGER*
Date: *6/20/19*

Galaxy Glass & Mirror
862 Cookane Ave.
Elgin, IL 60120
Phone: (847) 452-0339

Contract

DATE: June 1, 2019

Contract Submitted To:
MMAJ, LLC
PO Box 315
Itasca, IL 60143
Email: crmadison@gmail.com
(847) 921-9200

Project Location:
114-399 Bartlett Plaza
Bartlett, IL 60103

DESCRIPTION OF WORK:

Windows, Doors & Openings

We will provide labor and materials to make openings (including the removal of all debris from job site) and furnish and install aluminum windows and doors according to the plans provided specification from Shawn Purnell Architect.

- 9 aluminum windows
- 5 aluminum doors

Insurance: Contractor to furnish a certificate of insurance naming the Property Owner, MMAJ, LLC, as an additional insured. Contractor shall maintain the following minimum limits of coverage: Workers' Compensation-Statutory Employer's Liability, \$500,000; Comprehensive General Liability, \$1,000,000 combined single limit; Premises, operation, product, completed operation, contractual liability; and Automobile Liability, \$500,000 combined single limit, to include hired and non-owned automobiles. Additional Insured language shall read "MMAJ, LLC, an Illinois limited liability company and their respective members, agents and employees".

Warranty: Contractor shall provide a one (1) year unlimited warranty.

We hereby propose to furnish labor in accordance with the above specification, for the sum of:

Forty Nine Thousand Dollars (\$49,000.00) Payment will be made as followed:

Payments shall be made in four installments upon an executed partial and final lien waivers, payments to be disbursed by Midland States Bank.

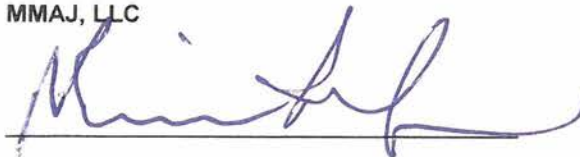
All is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs, must be executed by both parties and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control.

Acceptance of Contract

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

MMAJ, LLC

Signature:



Printed Name: Manny Rafidia

Its: Managing Member

Date:

6/1/2019

Contractor: Galaxy Glass & Mirror

Signature:



Printed Name:

Its:

Date:

DK Build, Corp.
1505 Indian Hill Dr.
Bensenville, IL 60542
Phone: (773) 742-4447
Email: jkdominik@yahoo.com

Contract

DATE: April 28, 2019

Contract Submitted To:

MMAJ, LLC
PO Box 315
Itasca, IL 60143
Email: crmadison@gmail.com
(847) 921-9200

Project Location:

114-399 Bartlett Plaza
Bartlett, IL 60103

DESCRIPTION OF WORK:

Façade Remodel

We will provide labor and equipment required, including scissor lifts to frame and roof the Project Location.

The following work will be done for MMAJ, LLC according to the plans provided specification from Shawn Purnell Architect dated October 12, 2018.

- 1-We will build approximately 900 linear feet equating to 9,000 SF of Façade with 5/8" plywood covering the roof top.
- 2-Contractor shall cover top of canopy over all plywood with smooth down modified roof material.
- 3-Contractor shall cover the front facade with green or gold 5/8" thick.
- 4-Contractor will be responsible to provide all equipment and tools to do his work including scissor lifts.
- 5-Contractor shall provide insurance to property owner.
- 6-Contractor shall install all copping for this job.
- 7-Contractor shall complete this job in 30 days.

All material shall be provided by others.

Insurance: Contractor to furnish a certificate of insurance naming the Property Owner, MMAJ, LLC, as an additional insured. Contractor shall maintain the following minimum limits of coverage: Workers' Compensation-Statutory Employer's Liability, \$500,000; Comprehensive General Liability, \$1,000,000 combined single limit; Premises, operation, product, completed operation, contractual liability; and Automobile Liability, \$500,000 combined single limit, to include hired and non-owned automobiles. Additional Insured language shall read "MMAJ, LLC, an Illinois limited liability company, Lake Street Commons, LLC and their respective members, agents and employees".

Warranty: Contractor shall provide a one (1) year unlimited warranty.

We hereby propose to furnish labor in accordance with the above specification, for the sum of:

One Hundred Fifty Five Thousand Dollars (\$155,000.00) Payment will be made as followed:

Payments shall be made in four installments upon an executed partial and final lien waivers, payments to be disbursed by Midland States Bank.

All is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs, must be executed by both parties and will become an extra charge over and above the estimate. All agreements continent upon strikes, accidents or delays beyond our control.

Acceptance of Contract

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

MMAJ, LLC

Signature:



Printed Name: Manny Rafidia

Its: Managing Member

Date:

6/11/19

Contractor: DK Build, Corp.

Signature:

Printed Name: Dominick Kubiak

Its: President

Date:



CREW

Let our team take care of you!

4344 N Milwaukee
Chicago IL 60641
+1773 934 9991

unlimited state roofing lic 104-015-465

PROPOSAL SUBMITTED TO:	JOB ADDRESS	Date
100-399 BARTLETT PLAZA, BARTLETT, IL 60103	SAME ADDRESS.	08/20/2018

With regards to the estimate submitted and attached.

We hereby submit specifications for

Roof

QUANTITY	DESCRIPTION	UNIT PRICE
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ROOF #1

Net Roof area 8900 sq f

Total Roof Area 10000 sq f

2.6 INCH ISO AND 60 MIL TPO FULLY ADHERED

ROOF#2

Net Roof area 11600 sqf

Total Roof Area 12800 sq f

2.6 INCH ISO AND 60 MIL TPO FULLY ADHERED

ROOF #3

Net Roof area 16300 sq f

Total Roof Area 17600 sq f

1 INCH ISO AND 60 MIL TPO FULLY ADHERED

Predominant Pitch =0/12

TPO MEMBRANE

ROOF QUOTE

ROOF 1. LOWER PART WITH EXISTING EPDM MEMBRANE OVER 1.5 INCH ISO

ISO FASTENED TO A DECK

60MIL MEMBRANE FULLY ADHERED

- 1) Remove existing gravel from roof surface, sweep dust
- 2) Remove deflections, , prepare roof surface. If there is any indications of deflected, rusted decking then replacement of a 3 metal panels 3x12 will be included in price. Additional panels will be replaced for a charge \$180 per panel
- 3) Cover existing roof polyisocyanurethan ISO insulation 2.6 inch thickness mechanically fastened to a deck with minimum 13 plates a sheet
Insulation will be tapered to find level when necessary
- 4) Install cant strips by the walls and penetrations
- 5) Install 60 mil TPO fully adhering to an insulation and additionally fastening seams to a deck
- 6) Remove metal copings and Install membrane flashings on the parapet walls (proper 6" overlap)
- 7) Remove and re Install metal copings
- 8) Flash all mechanical units, air conditions unit, openings and pipes
- 9) Seal non factory seams with cut edge sealants
- 10) Clean up exterior of property and leave in broom swept condition

ROOF #2 HIGHER ROOF WITH EPDM MEMBRANE AND GRAVEL

2.6 ISO FULLY FASTENED TO A DECK

60 MIL TPO FULLY ADHERED TO AN ISO

- 1) Remove existing gravel from roof surface, sweep dust
- 2) Remove deflections, , prepare roof surface. If there is any indications of deflected, rusted decking then replacement of a 3 metal panels 3x12 will be included in price. Additional panels will be replaced for a charge \$180 per panel
- 3) Cover existing roof polyisocyanurethan ISO insulation 2.6 inch thickness mechanically fastened to a deck with minimum 13 plates a sheet
Insulation will be tapered to find level when necessary
- 4) Install cant strips by the walls and penetrations
- 5) Install 60 mil TPO fully adhering to an insulation and additionally fastening seams to a deck

- 6) Remove metal copings and Install membrane flashings on the parapet walls (proper 6" overlap) and reinstall coping
- 7) Remove and Install new copings
- 8) Flash all mechanical units, air conditions unit, openings and pipes
- 9) Seal non factory seams with cut edge sealants
- 10) Clean up exterior of property and leave in broom swept condition

ROOF #3 LOWER LARGEST ROOF WITH GRAVEL

1 INCH ISO FULLY FASTENED TO A DECK

60 MIL TPO FULLY ADHERED TO AN ISO

- 1) Remove existing gravel from roof surface, sweep dust
- 2) Remove deflections, , prepare roof surface. If there is any indications of deflected, rusted decking then replacement of a 3 metal panels 3x12 will be included in price. Additional panels will be replaced for a charge \$180 per panel
- 3) Cover existing roof polyisocyanurethan ISO insulation 2.6 inch thickness mechanically fastened to a deck with minimum 13 plates a sheet
Insulation will be tapered to find level when necessary
- 4) Install cant strips by the walls and penetrations
- 5) Install 60 mil TPO fully adhering to an insulation and additionally fastening seams to a deck
- 6) Remove metal copings and Install membrane flashings on the parapet walls (proper 6" overlap) and reinstall coping
- 7) Remove and install new copings
- 8) Flash all mechanical units, air conditions unit, openings and pipes
- 9) Seal non factory seams with cut edge sealants
- 10) Clean up exterior of property and leave in broom swept condition

Total amounts

all 3 sections \$389000

Payment terms: Down payment

\$194500

25% after one section is completed

25% after second section is completed

**The entire amount of the contract to be paid within 14 days after all sections
completion**

IF THIS PROPOSAL MEETS WITH YOUR APPROVAL, PLEASE SIGN ONE OF THE
COPIES AND RETURN IT TO US. CALL US TO SET UP THE DATE

Accepted By



Date

6/1/19



PERRICONE Bros. LANDSCAPING

31600 FISHER ROAD • VOLO, IL 60051
815-344-8377 • FAX 815-344-8658

YARD LOCATIONS:

- VOLO
- WOODSTOCK
- NORTHBROOK

Date 4/9/19

QUOTATION

ALTA/ACSM
134 Bartlett Plaza, S. Main St.
Bartlett, Il.
847-921-9200

Dear Mr Rafidia,

I hereby submit specifications and estimates for the labor and material described below. If you have any questions or would like to discuss this further, please feel free to give me a call. Otherwise, if you agree to the quotation as described below, please sign your name at the bottom and fax or mail it to our office so that I can schedule your work.

QTY	SIZE	DESCRIPTION	PRICE	TOTAL
1		Trim all trees around entire property, approx. 60 trees @\$125.00/tree	\$ 7,500.00	\$ 7,500.00
1		Edge all existing planting beds along property line and throughout property to create a new edge to beds.	\$ 2,000.00	\$ 2,000.00
1		Mulch all existing plantings beds. (Does not include new plantings)	\$ 2,500.00	\$ 2,500.00
NEW PLANT MATERIAL:				
9	18"	Miss Kim Lilac	\$ 35.00	\$ 315.00
340	5 G	Grow Low Fragrant Sumac	\$ 35.00	\$ 11,900.00
16	3 G	Goldflame Spirea	\$ 25.00	\$ 400.00
20	1 G	Karl Foerster Reed Grass	\$ 12.00	\$ 240.00
6	3 G	Little Lime Hydrangea	\$ 40.00	\$ 240.00
13	2.5" C	Thornless Skyline Honeylocust.	\$ 390.00	\$ 5,070.00
1		Compost Planting Mix	\$ 2,250.00	\$ 2,250.00
1		Mulch for New Plant Material	\$ 6,500.00	\$ 6,500.00
Note:				
First watering of all new plant material is included. If any watering is desired after first watering, there will be an additional charge of \$150.00/Hour for 2 guys and a water truck.				
LANDSCAPE GUARANTEE: All shrubs and trees may be exchanged once within one year from date of purchase, provided that the item is completely dead. Excluded from this guarantee are Roses, Boxwood, Azaleas, Rhododendron, Holly, Euonymus, Ground Covers, Perennial's, and Annual flowers. If plant is neglected from lack of water or other necessary maintenance, guarantee is void.			TOTAL PROJECT	\$ 38,915.00
HARDSCAPE GUARANTEE: All brick paving shall be guaranteed from settlement by Perricone Bros. Landscaping, Inc. for five (5) years from date of installation. Unilock will guarantee their material for life.				

Signed

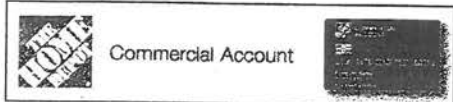
S. Perricone

Approved

[Signature]

Date

4/11/19



INVOICE

Invoice #: 3162399

Please pay from this invoice.

R GROUP PROPERTIES &
2 STAR LN

Account: xxxx xxxx xxxx 3541
Amount Due: \$3,300.01
Transaction Date: 05/30/19
Payment Due Date: 07/11/19

Customer #	Purchased By	Authorized By	Purchase Order/Job Name	Customer Agreement #
00001	RAFIDIA MUNIR	RAFIDIA MUNIR	BARTLETPLAZA	H1904-107359
Store / Register #: 1904, SCHAUMBURG, IL / 16				

PRODUCT	SKU #	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
5/8 OSB SQ	00003396960000100003	300.0000	EA	\$11.47	\$3,441.00
CURB DLVRY	00005156630000100001	1.0000	EA	\$0.01	\$0.01
DISCOUNT	00000000000000000005	1.0000	EA	\$441.00	-\$441.00

SUBTOTAL	\$3,000.01
TAX	\$300.00
SHIPPING	\$0.00
TOTAL	\$3,300.01

Please pay from this invoice.

Questions About Your Account: ACCT MGR HOME DEPOT CREDIT SERVICES PHONE 1-800-395-7363
EMAIL WWW.HOMEDEPOT.COM/MYCOMMERCIALACCOUNT FAX 1-877-969-6751

NOTICE: SEE REVERSE SIDE FOR IMPORTANT INFORMATION Page 1 of 2 8 HP 30 This Account is Issued by Citibank, N.A.

Please detach and return lower portion with your payment to insure proper credit. Retain upper portion for your records.



P.O. Box 790420
St. Louis, MO 63179

Your Account Number is xxxx xxxx xxxx 3541

Amount Due: \$3,300.01
Due Date: July 11, 2019
Invoice Number: 3162399

Invoice Enclosed

Amount Enclosed: \$ [Stamp]
Print address changes on the reverse side.
Make Checks Payable to ▾

R GROUP PROPERTIES &
2 STAR LN
SOUTH BARRINGTON, IL 60010-7138

HOME DEPOT CREDIT SERVICES
DEPT. xx - xxxxxx3541
PO BOX 9001043
LOUISVILLE, KY 40290-1043



17725 Vofbrecht Road • Lansing, Illinois 60438 • Telephone 708.418.0900 • Fax 708.418.5100



Quotation

TO:	I & J Tech	DATE:	6/7/2019
ADDRESS:	3800 Glenview Road Glenview, IL 60025	P & S NO.:	
ATTENTION:	Manny	QUOTE:	19050510
SUBJECT:	Bartlett Plaza , IL	ARCH/ENGR:	
		F.O.B.:	TEC Warehouse / Factory
		TERMS:	NET 30 Days Tax Not Included

LADIES & GENTLEMEN:

We propose to furnish the equipment listed below at prices stated and in accordance with the terms, price and conditions that are attached to and are a part of this quotation.

Mark For	Qty	Model Number	Description
RTU-10 ton	5	48TCEM12A2A5-0A0A0	Std Eff Med Gas Heat Single Pkg Rooftop 10 Tons Cooling 208/230-3-60 <ul style="list-style-type: none"> ◆ Medium Heat ◆ Single circuit, Two stage Compressor Models ◆ Medium Static Option (Belt Drive) ◆ Al/Cu - Al/Cu ◆ Base Electromechanical Controls
RTU-10 ton	5	CRRFCURB003A01	14-inch Tall Roof Curb
	5	TECECDSRT34CAD2DH	48/50HC07-12 48/50TC08-1 4 VERT ECON ULTRA LOLK

Total Net Sell Price: \$31,865.00-ADD 7.75% FOR TAXES
Freight Pick-up OR ADD \$1040.00 FOR FLATBED

SPECIAL NOTES PERTAINING TO THIS PROPOSAL:
ALL ITEMS IN STOCK.
ECONOMIZERS ARE FIELD INSTALLED.

= 35,374.54

Don't forget to offer commercial financing to your customers. It can often win a job for you when the owner says the job is over budget. See your TEC TM for more information.

AMONG THE ITEMS NOT INCLUDED UNLESS SPECIFICALLY INCLUDED ABOVE:

- | | |
|--|--|
| 1. Labor to Install | 2. Refrigerant Specialties |
| 3. In Warranty Labor | 4. Piping System |
| 5. Equipment Start up & Supervision | 6. Air Distribution System |
| 7. Electrical work including disconnects | 8. Local and Chicago Code Requirements |
| 9. Controls | 10. State or Local Taxes |
| 11. Filters | 12. Warranty Service |

NOTES:

- Above price is firm and will remain in effect for 30 days.
- No permits included in above proposal.
- All orders subject to credit approval and acceptance by TEC Management.
- Equipment is manufactured under strict manufacturer standards and the National Electrical Code requirements.
- Compliance to local codes neither guaranteed nor implied.
- Illinois code requires an IECC 2015 compliant system. If the contractor or end user chooses to purchase a non-compliant IECC 2015 unit; TEC will not be held responsible if the job is flagged with a non-compliant system.

S&S Electric & Fire Alarm Inc.

539 W WISE ROAD
SCHAUMBURG
IL 60193

Phone: 630-816-0972
Fax: 847-534-6183
Email: secelectric@sbcglobal.net

S&S Electric & Fire Alarm

May 07, 2019

Submit To:

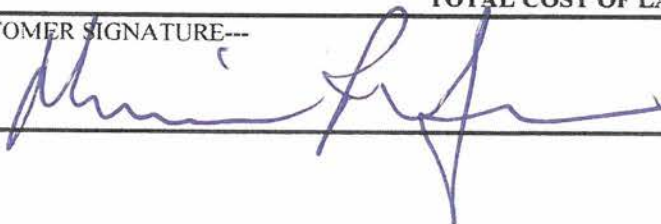
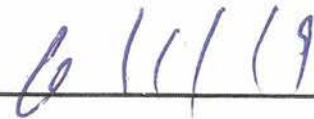
MMAJ LLC
ATTN: MR. MANNY
P O BOX 315
ITASCA, IL 60143
Ph: 847-921-9200 Fax: 847-921-9200

Work Location:

BARTLETT PLAZA
ATTN: MR. MANNY
114-399 BARTLETT PLAZA
BARTLETT, IL 60103
Ph: 847-921-9200 Fax: 847-921-9200

Item	Description	Cost
A	PROVIDING 03 NEW SERVICE TWO 400 AMPS AND ONE 200 AMPS 3PHASE 4WIRE	
B	PROVIDING UNDER GROUND PIPING FROM METER TO COMED TRANSFORMER.	
C	PROVIDING ALL NECESSARY WIRING AND GROUNDING TO COMPLETE THE JOB	
	TOTAL COST OF SERVICE:	\$48,000.00
D	PROVIDING LIGHTS AND WIRING TO THREE NEW STORE.	
E	PROVIDING POWER TO HVAC UNIT WITH PIPING AND WIRING.	
	TOTAL COST OF D&E:	\$22,300.00
F	PROVIDING 50 FIXTURES LED WITH WIRING AND PIPING WITH TIMMER	
G	PROVIDING 03 STORE FRONT SIGN POWER WITH BREAKER.	
H	PROVIDING POWER TO 2 PYLON POLE SIGN WITH PIPE AND WIRE DIGGING AND BACK FILL BY OTHER	
	TOTAL COST OF F,G,H:	\$38,690.00
I	RETROFIT 50 UNDER CANOPY LED FIXTURES.-----	\$7,500.00
J	PROVIDING 04 NEW POLE WITH EXISTING HEAD WITH WIRING AND INSTALL ALL CONCRETE AND DIGGING/BACKFILL BY OTHERS.	
	TOTAL COST OF I,J :	\$15,800.00
K	REPLACE 14 PARKING LOT FIXTURES (FIXTURES SUPPLY BY OTHER)-----	\$7,500.00
M	MOUNTING 14 PARKING LOT LED HEAD AND BUILDING WALL-----	\$2,500.00
	TOTAL COST OF LABOR AND MATERIAL:	\$142,290.00
	FIXTURES SUPPLIED BY OTHER Fixtures cost @ \$95,000.00	

CUSTOMER SIGNATURE---

VOLCANO HEATING & AIR INC.

2229 W. 21 ST. PLACE CHICAGO

ILLINOIS 60608

PHONE NUM. 773 386 9175 FAX.773 523 5113.

VOLCANOHEATCOOL@SBCGLOBAL.NET

PROPOSAL

Proposal submitted to:

Many

Bartlett plaza

Bartlett Illinois

PHONE (847) 921-9200

Job Address:

116 Bartlett plaza Bartlett Illinois

We hereby propose to furnish the materials and perform the labor necessary for the completion of the job in the address mentioned above.

INSTALATION OF;

Five roof top units (the owner going to provide the unit's curbs and economizer)

We must do all the duct work (spiral) and sheet metal necessary to complete The job on each unit.

Cut the roof

All the units drop.

Thermostat wire.

Supply and return grilles for the entire job, thermostats as well.

The entire duct work and sheet metal for to be complete this job

Material and labor are including in the price.

All the material is guaranteed to be specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed workmanlike manner for the sum of. ~~Fifty two~~

thousand two hundred seventy-five. ~~\$50,275.00~~

~~We do not have blue prints specifications for this job.~~

\$40,000 forty thousand dollars including the iron for the units support.

Any alteration or deviation from above specifications involving extra cost will be executer only upon written order, and will became an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

The above price, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as especied.payments will be made as outline above.

Signature

 6/6/19

Signature



This proposal expires after thirty days if is not signed from this date.

06/06/2019



Westmont Interior Supply House

1030 Vandustrial Drive
 Westmont, IL 60559
 Phone: 630-852-4600
 Fax: 630-852-0308

SALES ORDER

SO #: 130109192
 Sales Order Date: 05/28/19
 PO No.:

BILL TO					SHIP TO				
CASH Sales - Westmont					MMAJ LLC - Manny: 847.921.9200 Bartlett Plaza 399 Bartlett Plaza Bartlett IL				
Customer No.: CCASH001	Sales Employee: HSW	Entered by: MacKay, Robb		Order Date:	Ship Via: TRUCK				
Item	Ordered	Shipped	B/O	Unit	Ext Qty	UoM	Price	Req Date	Total
SS12-114-8 (8m) 1-1/4" Self-Drill Zinc, Drywall Screws (SDZ114)	3		3	CTN	3.000	EA	70.000	05/31/19	\$ 210.00
Remarks: Based On Sales Quotations 130006042.			Terms: Due Date: Possible Disc:	Net 30 05/31/19 0.00	Subtotal Tax (7.500%) Total Order Value				\$ 30,514.88 \$ 2,288.61 <u>\$ 32,803.49</u>
ALL RETURNS SUBJECT TO HANDLING CHARGE AND MUST BE APPROVED BY BRANCH MANAGER IN ADVANCE									

WESTMONT INTERIOR SUPPLY HOUSE
 1030 VANDUSTRIAL DR
 WESTMONT, IL 60559
 (630) 852-4600

Bank ID: 6011
 Merchant ID: 520000483371
 Term ID: 002

Phone Order

XXXXXXXXXXXX5007

AMEX Entry Method: Manual

Total: \$ 32,803.49

05/30/19 11:35:56

Inv #: 000010 Appr Code: 241495

Approved: Online Batch#: 150001

ANS Code: EXAC MATCH Y

CVZ Code: MATCH N

Retrieval Ref. #: 70100006

I agree to pay above total amount according to card issuer agreement (Merchant agreement is credit voucher)

Merchant Copy



Westmont Interior Supply House

1030 Vandustrial Drive
 Westmont, IL 60559
 Phone: 630-852-4600
 Fax: 630-852-0308

SALES ORDER

SO #: 130109192
 Sales Order Date: 05/28/19
 PO No.:

BILL TO					SHIP TO					
CASH Sales - Westmont					MMAJ LLC - Manny: 847.921.9200 Bartlett Plaza 399 Bartlett Plaza Bartlett IL					
Customer No.: CCASH001	Sales Employee: HSW	Entered by: MacKay, Robb			Order Date:	Ship Via: TRUCK				
Item	Ordered	Shipped	B/O	Unit	Ext Qty	UoM	Price	Req Date	Total	
358CSJ18-10 3-5/8"x10' Stud 1-5/8" Flange 18ga-43mil	140		140	PC	1,400.000	LF	1.100	05/31/19	\$ 1,540.00	
358CSJ18-08 3-5/8"x8' Stud 1-5/8" Flange 18ga-43mil	1,100		1,100	PC	8,800.000	LF	1.100	05/31/19	\$ 9,680.00	
358CR18-10 3-5/8"x10' Track 1-1/4" Leg 18ga-43mil	55		55	PC	550.000	LF	0.900	05/31/19	\$ 495.00	
358CR18-10-200 3-5/8"x10' Track 2" Leg 18ga-43mil	132		132	PC	1,320.000	LF	1.240	05/31/19	\$ 1,636.80	
IRON 112-16 Galvanized Black Iron, 16ga - 1-1/2"x16'	69		69	PC	1,104.000	LF	0.440	05/31/19	\$ 485.76	
358CSJ18-14 3-5/8"x14' Stud 1-5/8" Flange 18ga-43mil	140		140	PC	1,960.000	LF	1.100	05/31/19	\$ 2,156.00	
358CSJ18-12 3-5/8"x12' Stud 1-5/8" Flange 18ga-43mil	365		365	PC	4,380.000	LF	1.100	05/31/19	\$ 4,818.00	
358CR18-10 3-5/8"x10' Track 1-1/4" Leg 18ga-43mil	42		42	PC	420.000	LF	0.900	05/31/19	\$ 378.00	
358CR18-10-200 3-5/8"x10' Track 2" Leg 18ga-43mil	32		32	PC	320.000	LF	1.240	05/31/19	\$ 396.80	
358CSJ18-10 3-5/8"x10' Stud 1-5/8" Flange 18ga-43mil	160		160	PC	1,600.000	LF	1.100	05/31/19	\$ 1,760.00	
IRON 112-16 Galvanized Black Iron, 16ga - 1-1/2"x16'	20		20	PC	320.000	LF	0.440	05/31/19	\$ 140.80	
DW58DG08 DensGlass 5/8"x4'x8'	143		143	PC	4,576.000	SF	0.620	05/31/19	\$ 2,837.12	
Tall Walls										
DW58DG08 DensGlass 5/8"x4'x8'	140		140	PC	4,480.000	SF	0.620	05/31/19	\$ 2,777.60	
CLIP LA-333-16 Large Angle Clip, 16ga - 3"x3"x3-1/4"	900		900	PC	900.000	PC	1.250	05/31/19	\$ 1,125.00	
SS12-034-6-HEX (6M) 3/4"x5/16" Hex Washer Head, #3 Self-Drill Screws (HWD1034)	1		1	CTN	1.000	EA	78.000	05/31/19	\$ 78.00	

FINAL WAIVER OF LIEN

STATE OF ILLINOIS }
 COUNTY OF COOK } SS

TO WHOM IT MAY CONCERN:

WHEREAS the undersigned has been employed by MMAJ, LLC
 to furnish: Drywall, framing materials

FAÇADE MATERIAL PER ORDER NO. 130109192
 for the premises known as 114-399 BARTLETT PLAZA, BARTLETT, IL 60103
 of which MMAJ, LLC is the owner.

THE undersigned, for and in consideration of Thirty Two Thousand Eight Hundred Three Dollars and Forty Nine Cents (\$32,803.49) Dollars, and other good and valuable considerations, the receipt whereof is hereby acknowledged, do(es) hereby waive and release any and all lien or claim of, or right to, lien, under the statutes of the State of Illinois, relating to mechanics' liens, with respect to and on said above-described premises, and the improvements thereon, and on the material, fixtures, apparatus or machinery furnished, and on the moneys, funds or other considerations due or to become due from the owner, on account of all labor, services, material, fixtures, apparatus or machinery, heretofore furnished, or which may be furnished at any time hereafter, by the undersigned for the above described premises, INCLUDING EXTRAS.*

DATE: 5-29-19 COMPANY ADDRESS: WESTMONT INTERIOR SUPPLY HOUSE
1030 VANDUSTRIAL DR., WESTMONT, IL 60559

SIGNATURE AND TITLE: [Signature] VP

*EXTRAS INCLUDE BUT ARE NOT LIMITED TO CHANGE ORDERS, BOTH ORAL AND WRITTEN, TO THE CONTRACT

CONTRACTOR'S AFFIDAVIT

STATE OF ILLINOIS }
 COUNTY OF COOK } SS

TO WHOM IT MAY CONCERN:

THE UNDERSIGNED, (NAME) Irish Moran BEING DULY SWORN, DEPOSES
 AND SAYS THAT HE OR SHE IS (POSITION) VP OF
 (COMPANY NAME) WESTMONT INTERIOR SUPPLY HOUSE WHO IS THE
 CONTRACTOR FURNISHING FAÇADE MATERIAL PER ORDER NO. 130109192 WORK ON THE BUILDING
 LOCATED AT 114-399 BARTLETT PLAZA, BARTLETT, IL 60103
 OWNED BY MMAJ, LLC

That the total amount of the contract including extras* is \$ 32,803.49 on which he or she has received payment of \$ 0.00 prior to this payment. That all waivers are true, correct and genuine and delivered unconditionally and that there is no claim either legal or equitable to defeat the validity of said waivers. That the following are the names and addresses of all parties who have furnished material or labor, or both, for said work and all parties having contracts or sub contracts for specific portions of said work or for material entering into the construction thereof and the amount due or to become due to each, and that the items mentioned include all labor and material required to complete said work according to plans and specifications

NAMES AND ADDRESSES	WHAT FOR	CONTRACT PRICE INCLUDING EXTRAS*	AMOUNT PAID	THIS PAYMENT	BALANCE DUE
WESTMONT INTERIOR SUPPLY HOUSE 1030 VANDUSTRIAL DR , WESTMONT, IL 60559	MATERIAL	\$32,803.49	0.00	\$ 32,803.49	\$0.00
TOTAL LABOR AND MATERIAL INCLUDING EXTRAS* TO COMPLETE			0.00	\$ 32,803.49	\$0.00

That there are no other contracts for said work outstanding, and that there is nothing due or to become due to any person for material, labor or other work of any kind done or to be done upon or in connection with said work other than above stated

DATE: 5-29-19 SIGNATURE: [Signature]
 SUBSCRIBED AND SWORN TO BEFORE ME THIS 29 DAY OF May 2019

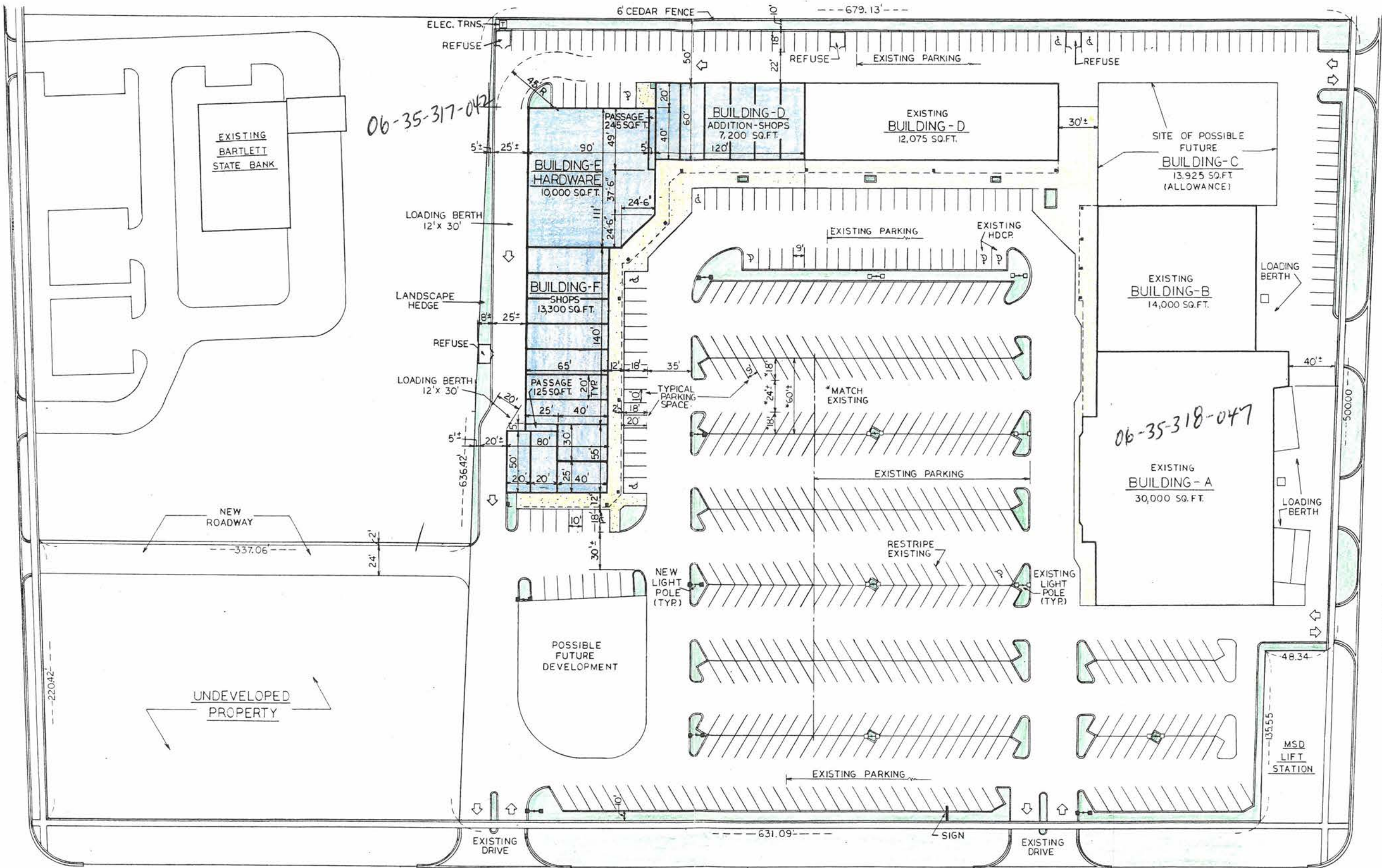
*EXTRAS INCLUDE BUT ARE NOT LIMITED TO CHANGE ORDERS, BOTH ORAL AND WRITTEN, TO THE CONTRACT

[Signature]
 NOTARY PUBLIC

Provided by Chicago Title Insurance Company



MAIN STREET - BARTLETT ROAD



BERNEAU AVENUE

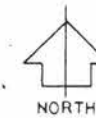
DEVON AVENUE

PARKING --- 567
 F.A.R. --- .25
 ZONING --- B3

STATISTICS (APPROX.)	
LAND AREA	424,900 SQ. FT.
BUILDING AREA	
EXISTING BUILDING-A, B, D	56,075 SQ. FT.
BUILDING-C (ALLOWANCE)	13,925 " "
BUILDING-D (ADDITION)	7,200 " "
BUILDING-E	10,000 " "
PASSAGES	370 " "
BUILDING-F	13,300 " "
POSSIBLE ADDITIONAL BUILDING (FUTURE DEVELOPMENT)	4,130 " "
TOTAL	105,000 SQ. FT.

SITE PLAN

0 20' 50' 100'
 SCALE: 1" = 80'



PHASE-3 ADDITION
 BARTLETT PLAZA SHOPPING CENTER
 BARTLETT, ILLINIOS

JAMES MILTON RAY - ASSOC., ARCHITECT

JULY 22, 1987
 AUGUST 12, 1987

Property Characteristics for PIN:

06-35-317-042-0000



PROPERTY ADDRESS

399 BARTLETT PLZ
 BARTLETT
 60103
 Township: HANOVER

MAILING ADDRESS

MMAJ LLC
 PO BOX 315
 ITASCA, IL 60143

PROPERTY CHARACTERISTICS

CURRENT INFORMATION

Estimated Property Value:
 Total Assessed Value: 307,403
 (2018 Board Final)
 Lot Size (SqFt): 154,439
 Building (SqFt):
 Property Class: 5-31
 Tax Rate : 12.281
 Tax Code : 18018

TAX BILLED AMOUNTS & TAX HISTORY

2018: \$109,892.72 Pay Online: \$49,011.08 due
 2017: \$110,693.89 Payment History
 2016: \$93,896.46 Payment History
 2015: \$86,611.86 Payment History
 2014: \$103,446.53 Payment History
 *=(1st Install Only)

EXEMPTIONS

2018: 0 Exemptions Received
 2017: 0 Exemptions Received
 2016: 0 Exemptions Received
 2015: 0 Exemptions Received
 2014: 0 Exemptions Received

APPEALS

2018: Appeal Filed
 2017: Appeal Filed
 2016: Appeal Filed
 2015: Appeal Filed
 2014: Appeal Filed

REFUNDS AVAILABLE

No Refund Available

TAX SALE (DELINQUENCIES)

2018: Tax Sale Has Not Occurred
 2017: No Tax Sale
 2016: No Tax Sale
 2015: No Tax Sale
 2014: No Tax Sale

DOCUMENTS, DEEDS & LIENS

1325517026 - TERMINATION - 09/12/2013
 1315715086 - FINANCING STATEMENT - 06/06/2013
 1005318094 - QUIT CLAIM DEED - 02/22/2010
 1005318093 - CORRECTED DEED - 02/22/2010
 0902349090 - TRUSTEES DEED - 01/23/2009

All years referenced herein denote the applicable tax year (i.e., the year for which taxes were assessed). Parcels may from time to time be consolidated or subdivided. If information regarding a particular PIN appears to be missing for one or more tax years, it is possible that the PIN has changed due to a consolidation or subdivision. Users may contact the Cook County Clerk's Office for information regarding PIN lineage. Users should also note that the information displayed on this site does not include special assessments (which are billed and collected by municipalities) or omitted taxes (which are assessed on an ad hoc basis by the Cook County Assessor's Office). Please direct inquiries regarding the status of special assessments to your municipality. Questions regarding omitted taxes should be directed to the Assessor's Office.

Note: This printout cannot be used as a tax bill.

Property Characteristics for PIN:

06-35-318-047-0000**PROPERTY ADDRESS**

399 BARTLETT PLZ
BARTLETT
60103
Township: HANOVER

MAILING ADDRESS

MMAJ LLC
PO BOX 315
ITASCA, IL 60143

PROPERTY CHARACTERISTICS**CURRENT INFORMATION**

Estimated Property Value:
Total Assessed Value: 588,576
(2018 Board Final)
Lot Size (SqFt): 270,548
Building (SqFt):
Property Class: 5-30
Tax Rate: 12.281
Tax Code: 18018

**TAX BILLED AMOUNTS
& TAX HISTORY**

2018: \$210,408.65 Pay Online: \$92,783.63
due
2017: \$213,863.67 Payment History
2016: \$174,722.99 Payment History
2015: \$159,883.95 Payment History
2014: \$194,778.89 Payment History

*=(1st Install Only)

EXEMPTIONS

2018: 0 Exemptions Received
2017: 0 Exemptions Received
2016: 0 Exemptions Received
2015: 0 Exemptions Received
2014: 0 Exemptions Received

APPEALS

2018: Appeal Filed
2017: Appeal Filed
2016: Appeal Filed
2015: Appeal Filed
2014: Appeal Filed

REFUNDS AVAILABLE

No Refund Available

TAX SALE (DELINQUENCIES)

2018: Tax Sale Has Not Occurred
2017: No Tax Sale
2016: No Tax Sale
2015: No Tax Sale
2014: No Tax Sale

DOCUMENTS, DEEDS & LIENS

1005318094 - QUIT CLAIM DEED - 02/22/2010
1005318093 - CORRECTED DEED - 02/22/2010
0902349090 - TRUSTEES DEED - 01/23/2009
0830255051 - RELEASE - 10/28/2008
0824934082 - AFFIDAVIT - 09/05/2008

All years referenced herein denote the applicable tax year (i.e., the year for which taxes were assessed). Parcels may from time to time be consolidated or subdivided. If information regarding a particular PIN appears to be missing for one or more tax years, it is possible that the PIN has changed due to a consolidation or subdivision. Users may contact the Cook County Clerk's Office for information regarding PIN lineage. Users should also note that the information displayed on this site does not include special assessments (which are billed and collected by municipalities) or omitted taxes (which are assessed on an ad hoc basis by the Cook County Assessor's Office). Please direct inquiries regarding the status of special assessments to your municipality. Questions regarding omitted taxes should be directed to the Assessor's Office.

Note: This printout cannot be used as a tax bill.

**Minutes
August 12th, 2019
Village of Bartlett
Economic Development Commission**

1) Call to Order

T. Smodilla called the meeting to order at 7:02 pm.

2) Roll Call

Present: S. Gandsey, M Hughes, N. Gudenkauf, J. LaPorte, A. Lewensky, R. Perri, T. Smodilla

Absent: C. Green, G. Kubaszko

Also Present: T. Fradin, Economic Development Coordinator;
S. Skrycki, Assistant Village Administrator;
J. Dienberg, Management Analyst

3) Approval of Minutes

A motion was made to approve the minutes from the May 13th, 2019 meeting.

Motioned by: S. Gandsey

Seconded by: M Hughes

Motion Carried

4) Public Comment

None

5) BEDA Application for the Streets of Bartlett

T. Fradin presented a BEDA application for Bartlett Plaza (being renamed Streets of Bartlett), which had been on the market for several years and, although several would-be purchasers had pursued the property, it had not transacted until recently.

Due to multiple factors, the former Bartlett Fresh Market space has remained vacant since fall of 2010, being the longest-term vacancy in the Village. The 31,860 SF space requires numerous improvements to bring it up to current Code and available for occupancy. Furthermore, most other aspects of the overall shopping center had suffered from deferred maintenance and would have to be extensively renovated in an effort to attract new businesses to the center and downtown Bartlett in general.

Economic Development staff marketed the space and cooperated with several commercial brokers over the years in an effort to attract tenants to Bartlett Plaza and to attract a buyer to the center who shares a common vision with the Village to improve it and make it more viable, increasing its value, occupancy and creating additional shopping and dining opportunities as well as increased employment for area residents.

Mr. Fradin introduced the applicant, Manny Rafidia, who through his holding company, R. Group Properties & Management has purchased and improved eighteen shopping centers throughout Illinois, Ohio and Arizona. Local centers include Prospect Crossing shopping center in Prospect Heights, Century Plaza Center in Palatine, Cross Creek Commons in Roselle, Montgomery Plaza in Montgomery and Lake Street Commons and Lake Street Plaza in Addison.

After working with Staff and the long-time original developers and owners of Bartlett Plaza, Mr. Rafidia closed on the purchase of Bartlett Plaza and has embarked on the redevelopment of the shopping center, which will be re-named Streets of Bartlett as part of its resurgence and rebranding.

Mr. Fradin shared that as of this meeting, 36,660 out of the total 86,094 SF in Bartlett Plaza remains vacant, thus it continues with a high vacancy rate of 42.6%. The Village's overall retail/commercial vacancy rate had declined from 17.7% to 7.1% over the past two years. This acquisition will help further this positive trend within the Village.

With an initial BEDA grant of \$50,000 applied for and approved last October, Mr. Rafidia has now submitted a second grant application seeking the same amount.

Mr. Rafidia has already obtained several permits to begin renovation of the façade as he showed to Staff, the EDC and Village Board last fall in his initial application.

Mr. Fradin shared that additionally, Mr. Rafidia was approved this past February for seven Special Use Permits and four Variations in support of his redevelopment of the center.

The four Variations relate to the site plan and include a reduction in required parking spaces, increasing the monument sign area, increasing the monument sign height, and reducing the monument sign setbacks.

Tenants of Bartlett Plaza have long wanted to obtain more prominent signage, and Mr. Rafidia is accommodating them in the redevelopment of the center.

Mr. Fradin then introduced the details of Mr. Rafidia's new application, stating that both of Mr. Rafidia's BEDA applications have requested a \$250,000 incentive from the Village; however, he has been made aware that the maximum BEDA grant amount is \$50,000.

Because of the size and scope of this project, along with the fact that Bartlett Plaza/Streets of Bartlett is comprised of two separate PINs, Staff encouraged Mr. Rafidia to apply for a second grant to make it a \$100,000 incentive upon completion of this massive undertaking.

PIN 06-35-318-047 includes the former grocery store space and an Assessed Value of \$589,000 and PIN 06-35-317-042 is the L-shaped building anchored by Pasta Mia and Ace Hardware and has an Assessed Value of \$307,403 (both 2018 final). Assessed values are approximately one-quarter of estimated market value in Cook County.

He shared that in the attached contracts included in the packet that he entered into pertain to the exterior of the building and amount to a total of \$1,117,683. These are for jobs that are already underway including new windows and doors being installed on the south end of the former grocery store building facing Devon Avenue, paving and restriping the parking lot, drywall and materials for the façade, labor costs for the façade remodel, roofing, landscaping, HVAC, and electrical upgrades.

We discussed that these current improvements add up to around \$1.1 million; however, Mr. Rafidia has indicated that once the exterior improvements are completed, he will be embarking upon extensive interior build-out which will add up to a comparable amount.

He has already obtained building permits to complete the initial buildout for Armanetti's. He is also seeking a permit to upgrade the lighting throughout the entire center as of this meeting.

Mr. Rafidia has signed a lease with an existing restaurant in the Village and is in negotiations with several other potential tenants, including other restaurants and an ice cream shop. There is a potential fitness business, as well.

He has assured Staff that he will be spending at least \$2 million on the entire project this year and will provide additional receipts totaling that amount when the entire project is completed.

Many aspects of the Village's Strategic Plan and the EDC's 2016-2020 Marketing Plan reference attracting business and investment into the Downtown and throughout the Village.

With the former Bartlett Fresh Market space having remained vacant for eight years as of this past November, it has proven a challenging space to attract an occupant considering the improvements that must be made to it.

The BEDA program was created to provide financial incentives to attract private investment and tenants to such challenging vacant spaces while enhancing the Village's sales tax receipts and increasing employment opportunities. It allows the Village to facilitate development and redevelopment deemed in its best interest by providing partial financing for economic development projects.

The program was continued into the second year and the funding was increased with a \$250,000 line item. This is the first application this fiscal year, with several others pending. Thus, staff is recommending a maximum BEDA grant amount of \$50,000 to Manny Rafidia, subject to documentation of \$2 million worth of expenditures including improvements to the roof, façade, parking lot, lighting, landscaping, HVAC, sidewalk replacements, a new sign and the build-out of the former grocery space into a space that meets current Village Code and contains an additional sales tax producing business in addition to Armanetti's liquor store.

Two \$50,000 grants amount to five percent of the total project costs for upgrading Bartlett Plaza and its conversion to Streets of Bartlett. Mr. Fradin asked if the EDC had any questions for staff or Manny Rafidia.

M. Rafidia introduced himself to the commission and also introduced his son Jeremy, who is beginning to enter into the real estate business.

R. Perri asked Jeremy if this is his first project like this.

J. Rafidia said that he has some experience in rehabbing a site, opening a business, running a business, but stated that this is his first time working on a project during this stage of the process. He added that his property that he operates in Palatine is completely leased out

S. Gandsey asked about the signage off of Main Street, and if they plan to replace the fabric banners with a full sized permanent sign.

J. Rafida stated that they would love to put in a sign at some point.

M. Rafidia added that they have retained all of their current tenants, and plan to bring in Armanetti's and a concept restaurant called "One Taco, Dos Tequillas" that will be a nice sit down restaurant/bar with 20 TVs, with an authentic Mexican Food. He also added that he is bringing in a silent partner who will partner in profits. After a few years and the partner fully learns the business, they will be sold half of the restaurant. He also added that they plan on bringing in an ice cream shop that specializes in Italian Ice, as well as relocating D'licious Crepes & Roti and Arts and Bartlett into the center. He stated that they are currently looking at either Planet Fitness or Crunch Fitness to fill the last opening of the old grocery space.

M. Rafidia then went on to state that they are interested in bringing the grocer Aldi into the current out lot on the property, stating that they will be reaching out to their corporate offices in the near future. He added that the two new signs will be up by the 15th, and that the parking lot will be done at the end of the month or into September. He stated that he hopes all of his renovations will be complete by the end of 2019.

S. Gandsey stated that the current tenants of the Martial Arts studio have had nothing but compliments of the communication with both Jeremy and Manny.

J. Rafidia stated that it is their goal to engage with the tenants early, so that they feel more welcomed rather than being an intimidating landlord.

T. Smodilla stated that she thinks that's incredibly important to the legacy businesses in that center. She commended him to his unique style in this industry.

M. Rafidia stated that to show that goodwill, they were able to get Pasta Mia a new patio within two weeks. He added that this is an example of they work with current tenants.

A. Lewensky stated that they would be heroes if they bring an Aldi into town. He asked if they plan construction on the parking lot, or if it will be as is.

M. Rafidia stated that they will be redoing the entire parking lot, and that Aldi could potentially go on the grass area.

S. Srycki added that Mr. Rafidia has agreed that the light poles that will go in will match those that currently exist in the downtown.

T. Smodilla commended the continuity and added that it is very important to the TOD plan.

R. Perri made a motion to recommend awarding \$50,000 to The Streets of Bartlett to the Village Board for approval.

Seconded by S. Gandsey

Motion Carried

T. Fradin stated that the EDC has spent many hours discussing what to do with this site, and expressed excitement to see work being done on the center.



Agenda Item Executive Summary

Item Name Rotary Club of Bartlett Clock Committee or Board Committee

BUDGET IMPACT

Amount: n/a Budgeted

List what fund

EXECUTIVE SUMMARY

The Bartlett Rotary Club would like to purchase and install a four-faced street clock on a portion of the Village owned town center property. The club had previously purchased a water fountain for this site.

The club's committee has selected a classic design that is congruent with the development approach the Village has followed for the town center. They have, with the assistance of Village staff, selected a desired location as well. The club wishes to begin the second phase of fundraising for the clock project. Having already dedicated \$20,000 to the clock project, they seek to raise an additional \$25,000-\$30,000 to fund the purchase, the installation, and landscaping around the clock base.

Bartlett Rotary is seeking to work with the Village to draft an agreement that will address the installation and maintenance parameters relative to the clock.

ATTACHMENTS (PLEASE LIST)

Clock specification detail

ACTION REQUESTED

- For Discussion Only
- Resolution
- Ordinance
- Motion

Staff: Paula Schumacher, Village Administrator Date: August 27, 2019

Memorandum

TO: Kevin Wallace, Village President and Board of Trustees

FROM: Paula Schumacher, Village Administrator

DATE: August 27, 2019

SUBJECT: Bartlett Rotary Clock

The Bartlett Rotary Club would like to purchase and install a four-faced street clock on a portion of the Village owned town center property. The club had previously purchased a water fountain for this site.

For many years the club had discussed a clock project, and has recently voted as a club to pursue the purchase and installation of the street clock. Street clocks like the one proposed by the club are frequently placed in public locations and create a focal point and gathering place for communities. As part of Rotary International, these Rotary sponsored clocks are found throughout the United States.

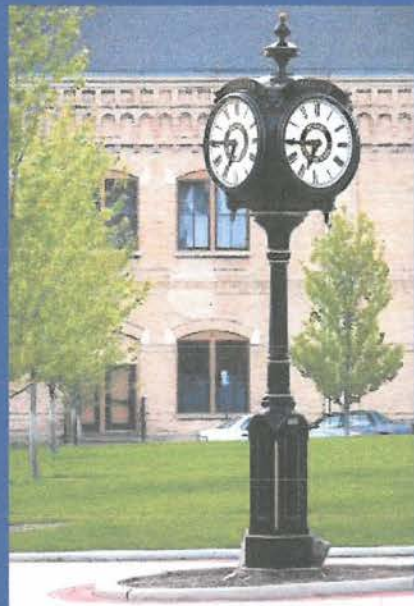
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Bartlett Rotary is seeking to work with the Village to draft an agreement that will address the installation and maintenance parameters relative to the clock.

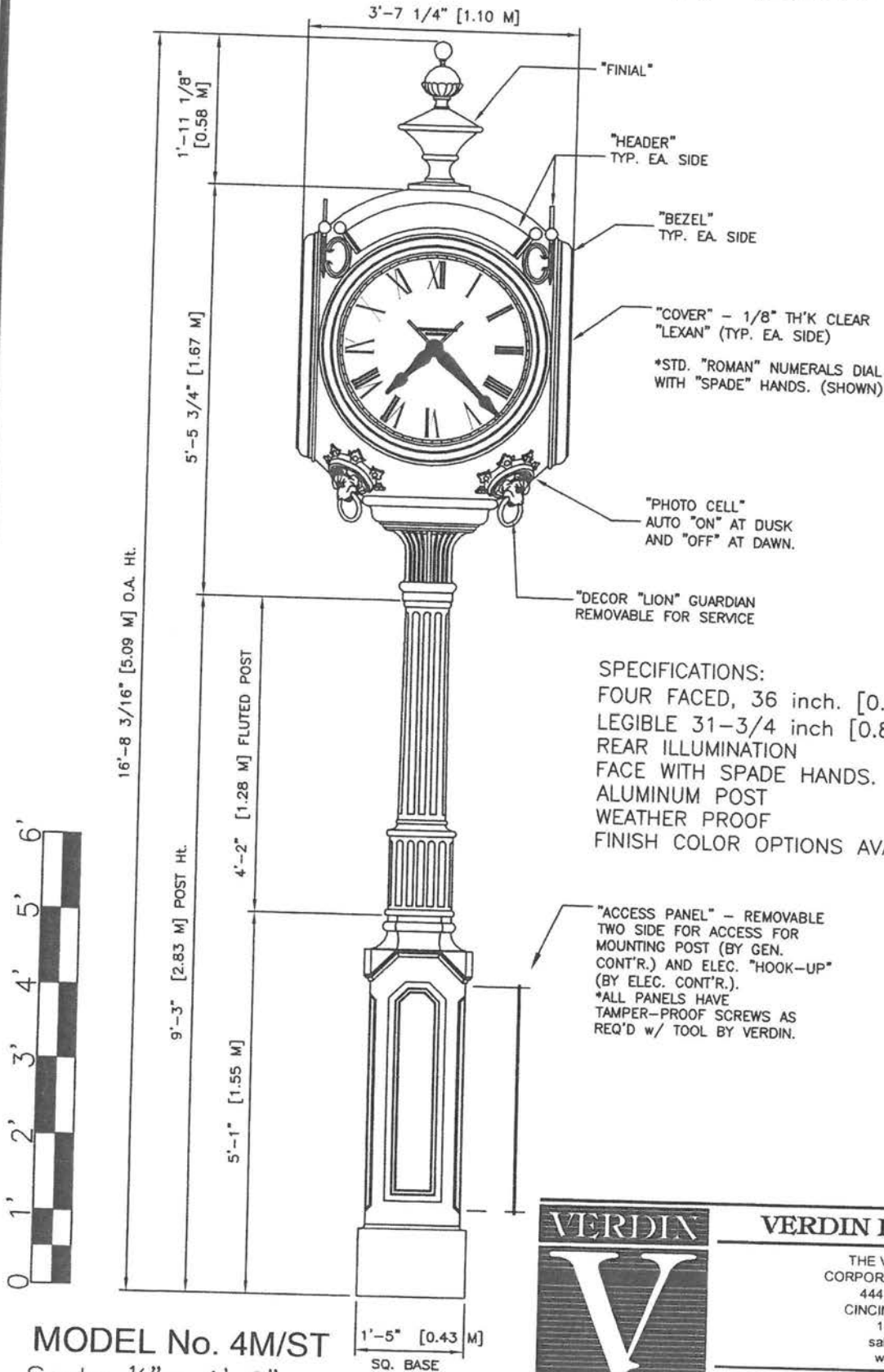


Howard Replica/Seth Thomas Model 4M/ST

- 16'8" in height
- 36" dials
- Options Available:
 - Gold Accent Paint
 - Rotary Wheel on Dial
 - Custom Headers Above Dial
 - GPS
 - Music and Chimes



HOWARD REPLICA/SETH THOMAS



SPECIFICATIONS:
 FOUR FACED, 36 inch. [0.91 M]
 LEGIBLE 31-3/4 inch [0.81 M]
 REAR ILLUMINATION
 FACE WITH SPADE HANDS.
 ALUMINUM POST
 WEATHER PROOF
 FINISH COLOR OPTIONS AVAILABLE

MODEL No. 4M/ST
 Scale: 1/2" = 1' 0"



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Top 10 Reasons Why You Should Buy A Verdin Street Clock



- 1 All Verdin street clocks have the approval of UL Listing #863 for CLOCKS not SIGNAGE, which means that they have passed rigorous tests for:

Design	Fireproofing
Electrical components	Timepiece Accuracy
Weatherproofing	Durability
- 2 All Verdin street clocks are weatherproof. Water inside a street clock is unacceptable, therefore we guarantee a clock that is completely sealed to the weather. Water can seriously damage the electrical workings of the clock, causing the clock to eventually break down. In an extreme climate the freezing of any water that has accumulated inside the clock can tremendously speed up the decay of the inner workings. In order for our street clocks to receive the UL listing for CLOCKS, they must remain dry on the inside throughout testing.
- 3 Verdin street clock heads are made of fiberglass with an interior aluminum frame. Fiberglass provides a strong, weatherproof exterior that does not "pit" in extreme weather conditions. All street clock posts are cast of aluminum for lighter weight and attention to detail of design.
- 4 All Verdin street clocks have beautifully backlit dials which take on the appearance of a full moon when lit. The backlighting is GREEN and is provided by LED lights, which is controlled by a photo cell located in the frame to turn the backlighting on at dusk and off at dawn.
- 5 Verdin street clocks are painted in a proprietary, high-tech paint finish that outperforms standard finishes in extreme cold, humidity, salt spray and sunlight exposure testing.
- 6 Verdin street clock faces are covered by a vandal proof polycarbonate material. Polycarbonate is extraordinarily durable and can withstand almost any blow. It is more expensive than glass but offers a freedom from safety and liability issues.
- 7 Verdin street clocks are driven by a pulse movement which was found, through rigorous testing, to be more accurate and dependable.
- 8 Verdin products are installed, serviced and maintained by our factory-trained service personnel stationed throughout the country. These experienced technicians are Verdin employees, not subcontractors, and are familiar with all products.
- 9 All Verdin street clocks come with a comprehensive 3 year warranty.
- 10 The Verdin Company has been in the clock business since its inception in 1842. For more than 170 years, Verdin has been a world leader in the manufacture and installation of both clocks and bells with over 50,000 installations worldwide.



Agenda Item Executive Summary

Item Name **Discussion On The Use Of Hanover Township
Emergency Services** Committee
or Board Committee

BUDGET IMPACT

Amount: N/A

Budgeted N/A

List what
fund N/A

EXECUTIVE SUMMARY

At the September 18, 2018 Committee of the Whole meeting, there was a discussion regarding the police department's potential use of Hanover Township Emergency Services (HTES) to assist the police department with emergency situations within the Village. Chief Ullrich recommended utilizing HTES to assist only in emergency situations. This topic is back at Committee for Chief Ullrich to provide an overview of how HTES has assisted the police department over the last year, as well as to discuss a question posed by Trustee Reinke regarding whether the Village should have a mutual aid agreement with HTES in order for them to continue providing assistance to the police department.

ATTACHMENTS (PLEASE LIST)

Police Department Memo

Village Attorney Mraz's Memo

ACTION REQUESTED

X Discussion

Staff: Patrick Ullrich, Chief of Police

Date: August 23, 2019

POLICE DEPARTMENT MEMORANDUM
19-48

DATE: August 23, 2019
TO: Paula Schumacher, Village Administrator
FROM: Patrick B. Ullrich, Chief of Police 
RE: Use of Hanover Township Emergency Services

At the Committee of the Whole meeting on September 18, 2018, there was a discussion about the police department's potential use of Hanover Township Emergency Services (HTES) to assist with emergency situations within the Village. I was seeking direction from the Village Board on my recommendation to utilize HTES during emergency situations such as search and rescue for missing persons or traffic control for serious crashes and emergencies.

During the Committee of the Whole meeting, HTES Director Bill Burke said Hanover Township did not have a mutual aid agreement with any municipalities that have portions of Hanover Township in their corporate boundaries. Instead, he said the Township interpreted the Illinois Emergency Management Act to allow them to serve any municipality that is partially in the Township. I called each of the municipalities that have portions of Hanover Township in their jurisdictions, including Hanover Park, Streamwood, Elgin, Schaumburg and Hoffman Estates. Each of the municipalities utilizes HTES and none has a mutual aid agreement. They also use HTES in portions of their communities that are outside of Hanover Township.

Village Attorney Mraz's opinion was it was clear the Township has authority in emergency situations wherever they are in Illinois, not just the Township.

At the conclusion of the meeting, President Wallace said he was in favor of going with my recommendation. Since that time, we used HTES for assistance with the following emergency situations:

- 09/25/18 – Traffic control at Stearns/Munger for a serious traffic crash
- 12/07/18 – Traffic control at Stearns/Tallgrass for a natural gas leak
- 02/07/19 – Traffic control at Stearns/Munger for downed wires
- 03/11/19 – Traffic control at Stearns/Cuyahoga for a power outage
- 05/09/19 – Traffic control at Army Trail/Route 59 for a serious traffic crash
- 07/04/19 – Borrowed portable lights to assist our staff in crossing pedestrians
- 07/23/19 – Traffic control around Sycamore Trails School for a natural gas leak

Recently, Trustee Reinke questioned if the Village should have a mutual aid agreement with the Township in order to utilize HTES because Section 13(a) of the Act (20 ILCS 3305) states the coordinator of each emergency services and disaster agency may, in collaboration with other public agencies within its immediate vicinity, develop mutual aid agreements with other political subdivisions of taxing districts within this State for reciprocal disaster response and recovery assistance in case a disaster is too great to be dealt with unassisted. It also says the mutual aid shall not be effective unless and until approved by each of the political subdivisions.

Please also see Village Attorney Mraz's memo, which is attached.

BRYAN E. MRAZ
BEM@MRAZLAW.COM

DAVID W. GULLION
ASSOCIATE
DWG@MRAZLAW.COM

MEMORANDUM

TO: President and Board of Trustees of the Village of Bartlett
Paula Schumacher, Village Administrator
Patrick Ullrich, Chief of Police

FROM: Bryan E. Mraz, Village Attorney

DATE: August 26, 2019

RE: Use of Hanover Township Emergency Services Agency

Chief Ullrich in the attached Police Department Memorandum 19-48 dated July 31, 2019 cites to seven instances in the last 13 months where the Bartlett Police Department ("BPD") utilized the Hanover Township Emergency Services Agency ("HTES") in emergency situations. You may recall that the use of HTES was discussed with the Board at its Committee of the Whole meeting on September 18, 2018, but the discussion centered around using HTES only in emergency situations and not for general traffic control as I questioned its authority to perform those non-emergency services outside of Hanover Township boundaries. I also stated at that meeting if we were talking about emergency services, there was not a question about the Township's authority to enter a mutual aid agreement or how indemnification would work in an emergency setting.

The issue raised by Trustee Reinke is whether a mutual aid arrangement between the Village and HTES for such emergency services needs to be memorialized into a written mutual aid agreement approved by the Village and Hanover Township. Unfortunately, the applicable section of the Illinois Emergency Management Act (20 ILCS 3305/1, et seq.) (the "Act"), if not contradictory, is certainly ambiguous. Section 13 of the Act stated as follows:

"§13. Mutual aid arrangements between political subdivisions and taxing districts.

“(a) The coordinator of each emergency services and disaster agency may, in collaboration with other public agencies within his or her immediate vicinity, develop or cause to be developed mutual aid arrangements with other political subdivisions of taxing districts within their State for reciprocal disaster response and recovery assistance in case a disaster is too great to be dealt with unassisted. The mutual aid shall not, however, be effective unless and until approved by each of the political subdivisions. The arrangements shall be consistent with the State Emergency Operations Plan and State Emergency Management Program, and in the event of a disaster as described in Section 4 of this Act, it shall be the duty of each emergency services and disaster agency to render assistance in accordance with the provisions of the mutual aid agreements.” [emphasis added] (20 ILCS 3305/130(a))

Under Section 4 of the Act, “Emergency Management” means the efforts of the State and the political subdivisions to “develop, plan, analyze, conduct, provide, implement, and maintain programs for disaster mitigation preparedness response and recovery.”

As both the Village of Bartlett and Hanover Township are “Political Subdivisions” within the meaning of the Act, they can make mutual aid arrangements for Emergency Management for “Disasters” and “Emergency Services” as those terms are defined in the Act. Each of the instances listed by the Chief where HTES provided services would all qualify as Emergency Services under the Act.

Apparently, Hanover Township takes a broad reading of Section 13 of the Act as they do not have mutual aid agreements (or apparently written mutual aid arrangements) with the other municipalities that utilize HTES to provide their Emergency Services, including Elgin, Hanover Park, Streamwood, Schaumburg and Hoffman Estates.

That, however, does not mean that a mutual aid agreement or a written mutual aid arrangement is not required, or at least advisable, as §13 states that mutual aid shall not be effective unless and until approved by each of the political subdivisions, i.e., presumably the respective corporate authorities of both the Village and the Township. Given that express language, I would suggest the Village not base its decision on a “safety in numbers” type of reliance, i.e., do what all the other municipalities that appear to have un-memorialized mutual aid arrangements with HTES do, rather it is my opinion that it would be much safer and advisable to develop a written mutual aid agreement or at least spell out in writing what the mutual aid arrangement is, and then have the respective Boards of the Village and the Township vote to approve it.

The Act in Section 15 (20 ILCS 330515) provides for important immunities of the political subdivisions in a mutual aid arrangement, importantly, [E]xcept in cases of gross negligence or willful misconduct by the principal executive officer of a political subdivision (i.e., the Village President for Bartlett or Township Supervisor for Hanover Township), or the agents, employees of any of them, engaged in any emergency response or recovery activities, while complying or attempting to comply with the Act or any rule or regulation

promulgated pursuant to the Act, is liable for the death or any injury to persons, or damage to property, as a result of such activity. Those immunities do not apply, however, to political subdivisions that are not in compliance with Section 10 of the Act. Section 10 (20 ILCS 3305/10) in turn, requires political subdivisions prepare and have an emergency operations plan for its geographic boundaries and a statement of emergency responsibilities of all local departments on file with and approved by the Illinois Emergency Management Agency (the "IEMA"). Because the Village, the Bartlett Police Department, Hanover Township and HTES have those plans in place and on file with the IEMA, the important immunities provided by the Act appear to be applicable to both entities. While it is arguable that those emergency plans approved by the respective boards of each entity and on file with IEMA qualify as a mutual aid arrangement under the Act (which may be what the other municipalities using HTES are relying upon), that also is not entirely clear from the Act. While the Section 15 immunities do not make it a condition that Section 13 of the Act be complied with to preserve these immunities, it is not outside of the realm of possibility that an argument could be made by an injured third party that the immunity protection afforded by the Act is void due to the failure to have a mutual aid agreement or written mutual aid arrangement approved by the respective Board of each entity. While such an argument may not prevail, that is not a risk I suggest taking when there is a relatively easy solution available, i.e., enter a written mutual aid agreement.

Accordingly, and given the ambiguities and apparent contradictions in the Act, to be safe it would be my recommendation going forward that the Village of Bartlett and Hanover Township develop and enter into a mutual aid agreement to be approved by the respective Board of each entity.

Memo

To: Dan Dinges, Public Works Director
From: Sarah Christensen, Village Forester
Subject: **Village of Bartlett Parkway Tree Inventory Report**
Date: August 27, 2019

With financial assistance from the Morton Arboretum's Urban and Community Forestry Grant, the Village awarded Graf Natural Resources Management & GIS with a contract this spring to conduct a comprehensive inventory of all municipally managed trees within Bartlett.

For every tree in the survey, the following information was collected: Tree status, address and relative location, species, DBH (diameter at breast height), crown height and spread, parkway width, condition rating (1-5, 1 is excellent, 5 is very poor), roots, wounds, deadwood, and rot evaluations, and maintenance recommendation.

The inventory determined there are a total of 15,282 parkway trees in Bartlett with 2,993 available spaces where trees could be planted. The average condition rating of all trees is 2.97, which is slightly above average.

Due to the massive amount of tree removals and replacements over the last several years as a result of Emerald Ash Borer, the age of Bartlett's tree population is now relatively young. 33.2% is estimated to be less than 15 years old, and 33.3% is about 20-25 years old. That means only a third of the total population is considered to be "mature". The ultimate goal is to have a fairly equal number of trees in each age classification. Therefore, it is important that the Village prioritizes the planting, health, and maintenance of our young trees so they become a balanced, mature population in the future.

There are a total of 117 different species throughout the Village. While this is a respectable number, there is still work that needs to be done to increase the diversity of the population. Urban Forestry has adopted the "20-10-5" rule as best practice, which states that a tree population should ideally have no more than 20% of any single Family, no more than 10% of any single Genus, and no more than 5% of any single species. In Bartlett, Maples currently make up 32.8% of the population, followed by Honeylocusts at 22.2% and Lindens at 11.9%. In the future, the Village will moderate new plantings of these three Genera as well as improving diversity by offering underrepresented species through our Parkway Tree Replacement Program.

The Public Works Department is looking forward to using this information to improve the health and safety of Bartlett's Urban Forest for years to come.