

VILLAGE OF BARTLETT
BOARD AGENDA
APRIL 21, 2020
7:00 P.M.

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. *CONSENT AGENDA*

All items listed with an asterisk are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Board member so requests, in which event, the item will be removed from the General Order of Business and considered at the appropriate point on the agenda.*

*5. MINUTES: Committee Minutes – March 24, 2020; Public Hearing, Board, Committee Minutes – April 7, 2020

*6. BILL LIST: April 21, 2020

7. TREASURER'S REPORT: February, 2020
Sales Tax Report – December, 2019
Motor Fuel Tax Report – January, 2020

8. PRESIDENT'S REPORT: Building Safety Month Proclamation

9. QUESTION/ANSWER: PRESIDENT & TRUSTEES

10. TOWN HALL: (Note: Three (3) minute time limit per person)

11. STANDING COMMITTEE REPORTS:

A. BUILDING & ZONING COMMITTEE, CHAIRMAN HOPKINS

1. None

B. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE, CHAIRMAN GABRENYA

1. Resolution Approving of the Bartlett Small Business Economic Relief Program

C. FINANCE & GOLF COMMITTEE, CHAIRMAN DEYNE

- *1. Ordinance Reserving 2020 Volume Cap for Private Activity Bond Issues and Related Matters
- *2. Resolution Approving of Disbursement Request for Payout No. 16 from the Subordinate Lien Tax Increment Revenue Note, Series 2016 for the Elmhurst Chicago Stone Bartlett Quarry Redevelopment Project

D. LICENSE & ORDINANCE COMMITTEE, CHAIRMAN REINKE

1. None

E. POLICE & HEALTH COMMITTEE, CHAIRMAN CARONARO

- *1. Ordinance Approving the Village of Bartlett Neighborhood Traffic Calming Policy

F. PUBLIC WORKS COMMITTEE, CHAIRMAN CAMERER

- *1. Resolution Approving an Intergovernmental Agreement Between the City of Elgin and the Village of Bartlett for the Setting and Sharing of Costs for the Resurfacing of Lambert Lane in Both Municipalities
- *2. Resolution Authorizing the Purchase of up to 1,300 Tons of Road Salt from Compass Minerals America, Inc.

12. NEW BUSINESS

13. QUESTION/ANSWER: PRESIDENT & TRUSTEES

14. ADJOURNMENT



VILLAGE OF BARTLETT COMMITTEE MINUTES

March 24, 2020

President Wallace called the Committee of the Whole meeting to order at 7:31 p.m.

PRESENT: Chairmen Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke, President Wallace

ABSENT: None

ALSO PRESENT: Village Administrator Paula Schumacher, Assistant Village Administrator Scott Skrycki, Senior Management Analyst Samuel Hughes, Management Analyst Joey Dienberg, Finance Director Todd Dowden, Director of Public Works Dan Dinges, Public Works Engineer Bob Allen, Building Director Brian Goralski, Golf Professional Phil Lenz, Police Chief Patrick Ullrich, Deputy Chief Jim Durbin, Deputy Chief Geoff Pretkelis, Village Attorney Bryan Mraz and Village Clerk Lorna Giless.

BUILDING & ZONING, CHAIRMAN HOPKINS **102 Oakwood Lane**

Chairman Hopkins stated that the subject property is zoned SR-3 Suburban Residential and is located in the Country Creek Subdivision. The petitioner is requesting an 8' variance from the 35' required corner side yard to allow construction of a new two-story single-family home with a covered porch. This represents a 23' reduction of the required corner side yard setback. The Zoning Board of Appeals reviewed this request at their March 5th meeting and recommended approval. The item was forwarded on to the Village Board for a vote.

COMMUNITY & ECONOMIC DEVELOPMENT, CHAIRMAN GABRENYA **IL Route 390 Tollway Update**

Chairman Gabrenya stated that staff met with representatives from the Illinois Tollway and their consultants on February 25th. They are seeking input in regards to the Illinois 390 ramp from Lake St. to County Farm Rd. to reduce traffic onto Greenbrook Blvd.

Planning and Development Services Director Roberta Grill stated that they met with the consultants last month concerning the 390-ramp extension to County Farm Rd. Traffic traveling eastbound on to Stearns during the morning peak hours to access the east bound I-390 ramp occurs at the same time as parents and students are traveling to Horizon Elementary School on Greenbrook Blvd. With this potential ramp extension, traffic would increase along County Farm Road in the morning and evening peak hours. Within the project study area, most of the intersections would not see any changes to the level of service or the level of service would slightly improve compared to a no build scenario. The exception is the existing Stearns Rd. and County Farm Intersection which would experience lower levels of service due to the increase in traffic.



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Two alternatives were presented to staff, alternative 3C and 3D. Alternative 3C includes dual left turns in each direction, right away acquisitions and barrier medians resulting in access restrictions on both Stearns and County Farm Rd. primarily affecting the property on the northwest corner, located in Bartlett.

Alternative 3D includes dual left turns only on Stearns Rd. and Greenbrook Blvd, less right away acquisitions and less access restrictions than 3C. This is a result of no barrier median being installed on County Farm.

Staff had a number of concerns for the tollway including the potential noise that would impact the residents that back up to County Farm Road. They also talked about costs and the tollway said the project would be funded from the tollway cost sharing policy, a program with a 50/50 split between the tollway and local jurisdictions. Hanover Park would be pursuing federal funding for the project. Staff also expressed concern that the right-of-way takes, that would impact the existing BP gas station and the commercial property surrounding. Traffic would increase on County Farm and there is also the potential for increased traffic traveling westbound on Stearns which is only a two-way road system. Cut through traffic was also a concern. Residents say that traffic cuts through Dunamon off of County Farm and that would potentially increase with the extra traffic on County Farm Rd. They also discussed safety. The S curve on County Farm Rd. experiences accidents already and if traffic increases from this ramp extension, we feel that accidents could also increase on this portion of the roadway. Staff submitted a formal response to the tollway and stated that the Village prefers no extension of Illinois 390 and if Illinois 390 is extended, the Village prefers Alternative 3D over alternative 3C. Lynn Means is participating in the meeting tonight so if you have any technical questions she can answer those.

Chairman Deyne asked why they want to reconfigure it.

Ms. Grill stated that they thought the traffic during the morning peak hours was conflicting with the parents and students at Horizon Elementary School. The new ramp would bring everyone north of the area and all of the traffic would end up along County Farm.

Village Administrator Paula Schumacher stated that Hanover Park is pushing for the change because of the school situation and the creation plan for their downtown.

Chairman Carbonaro stated that there is also an issue on Greenbrook anytime between 2:30 pm and 4:00 pm where the buses are coming eastbound on Route 20, turning on Greenbrook and they stop for multiple minutes for pickups and traffic backs up onto Route 20.

Chairman Reinke asked when this would happen.



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Ms. Means stated that they are currently in phase I of the project which is 18 months. There is also no funding secured yet.

Ms. Schumacher stated that she believes they said they will continue with public input and meetings with our staff through the summer.

Chairman Carbonaro asked what the layout would like in Alternative 3D.

Ms. Means stated that there are no additional turn lanes added, it would just extend the turn lanes to turn onto County Farm.

Chairman Deyne asked if they will have additional meetings.

Ms. Grill stated they are proposing additional meetings in the late summer and fall.

President Wallace stated that this is just the start. You don't take a tollway dumping out onto an expressway, then move it into a residential area and have it dead end into a two lane road without future plans of moving west.

Chairman Deyne asked if the exits will still be at Lake St.

Ms. Grill stated they will change somewhat.

All Chairmen agreed with President Wallace to try to prevent extending I-390.

FINANCE & GOLF, CHAIRMAN DEYNE
Water/Sewer Rate Review

Finance Director Todd Dowden stated that in the overall budget review in February, staff was proposing not to do an increase to the water rates and were going to go through the third year of increases to the sewer rates. Since then a lot has changed. Based on the sewer fund projected balances, we are proposing putting this off for six months. There is additional money from the DuPage side that was going to be put towards infrastructure improvements and if we wait six months to add the increase, we will still have a remaining balance of \$1,900,000 which would still be over the minimum balance in the sewer fund. At this time staff is proposing to come back six months later and look at the sewer rates.

Chairman Camerer and Chairman Deyne thought staff should move forward with it.

Chairman Hopkins asked if we were going ahead with all of the capital improvements for the water and sewer.



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Ms. Schumacher stated that they would go forward with the capital improvements, but would hold off on the capital expenditures.

2020-21 Proposed Budget Review (Golf, Public Works)

Ms. Schumacher stated the board was sent a memo late this afternoon with a plan to move forward with the six months freeze that staff has contemplated. The pandemic has brought forth changes on an hourly basis and we don't know what the future holds for us or have a reliable way of estimating when our reaction to the virus will come to an end or some of these restrictions be lifted. We know the impact the past recession had on our budget and Mr. Dowden looked back at some of that historical data as well as the processes we put in place at that time and she is recommending to the board that for the next 6 months we halt all expenditures related to hiring with the exception of the police recruitment process that is currently underway, training and capital purchasing. This is a reasonable and measured response and it drastically reduces expenditures during an uncertain time, but provides for the continuation of our vital services and gives the village the opportunity to go back in 6 months and make a more informed decision. The Board was sent rough estimates about pandemic related revenue losses that Mr. Dowden calculated and its about \$1.4 million in a worse case scenario with restaurants closed through June. Worst case scenario, we are looking at a reduction in \$60,000 for sales tax, \$600,000 in income tax, a transfer stamp reduction of \$200,000, building permits of \$300,000 and a reduction of interest income of \$200,000. With those changes, we are still projecting a fund balance of \$9,230,873 and the recommended holds put us pretty close to the \$1.4 million in revenue losses with a little bit of flexibility. She also pointed out that there are other pandemic related recommendations that are delaying revenue. The village would delay business and liquor license renewals to June 1 and stopping water shut offs and waiving late payments through the end of April as well as putting off the wastewater increase for 6 months. That is the overall budget plan that staff wants to put forth before continuing on to golf.

GOLF (Program)

Golf Pro Phil Lenz stated that the golf course is projecting a 7.8% increase in revenue over last year. They are optimistic that they will be able to open on April 7th. Mr. Lenz went through the budget highlights and last years goals.

The course projects 31,000 rounds for this year, resident rounds would be just under 5,000. They host 11 golf leagues throughout the summer and host many junior golf events. There are no new Personnel requests this year and no Capital Outlay. The Professional Development and Professional Association stays the same as last year.

Ms. Schumacher asked Mr. Lenz to share what he heard from the Illinois PGA.



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Mr. Lenz stated that the Illinois PGA and Chicago Golf Association are in contact with the Governor's office to make an effort to allow golf as a recreational activity. He stated that there is a local golf course in the area that is going to open up in the very near future with allowing people to make reservations online and pay the starter on a remote device.

He stated that they are doing everything they can to cut costs. It is just full-time staff and no part-timers for the time being. He canceled and moved back a lot of the merchandise ordering for the year, anticipating that this may go on a little bit longer.

Chairman Camerer asked about the revenue from the golf simulator.

Mr. Lenz stated that the simulator revenue is included with green fees revenue. It is about \$20,000. The regulars that use the simulator during the week had a lot of health problems this year.

Chairman Camerer asked if they could add a second simulator.

Mr. Lenz stated that their architect, Mark Lindstrom, drew up some plans to knock out a wall in the bar area and put it in the golf shop. Having two simulators would be nice because then you can have a crowd of 8 to 10 people.

Chairman Deyne stated that they are working on some estimates.

Mr. Lenz stated that it is a very rapidly growing business in the golf industry.

GOLF (Food & Beverage-Restaurant)

Food & Beverage Manager Paul Petersen stated they have no Personnel or Capital Outlay additions. There was a decrease in temporary salaries (eliminating the fish fry). They are projecting to do about the same amount of food and beverage purchases with \$17,000 more in sales.

GOLF (Food & Beverage-Banquet)

Mr. Petersen stated that their Capital Outlay includes a color copier (\$8,000), the current copier is 15 years old and parts are impossible to buy. They save a lot of money by printing their own wedding brochures, business cards and menus.

Ms. Schumacher asked him to go through the changes they had to make relative to Covid-19.



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Mr. Petersen stated that it was important for them to be very transparent from the very beginning. They contacted all of their bookings through May and gave them alternatives such as rescheduling the event or getting a return on their deposit. I have received nothing but positive feedback stating how well they handled the situation and the communications.

Chairman Camerer had a question as to the need of a new copier. He asked if they could possibly share the copier with the Golf Program department.

Mr. Lenz stated that they do share one copier.

Chairman Camerer asked if they could get away without an \$8,000 copier.

Mr. Petersen stated that the current copier gets worse and worse as the days go by.

Ms. Schumacher stated that she will look into accommodating that printing over at Village Hall for the next six months.

Chairman Deyne stated that quality is very important for the wedding industry. He asked them to look into leasing a copier.

Chairman Reinke stated that he would be very careful about leasing a copier. The lease arrangements make it sound as though it is cheaper, but in the long term it usually is not.

Chairman Carbonaro asked if the fish fry detainment was temporary?

Mr. Petersen stated that they determined that the amount of money, based on the reduced counts and the amount of fish fries in the neighborhood, it was not lucrative and they were losing quite a bit of money. It makes more sense to stay open on Friday evenings for private events.

Chairman Carbonaro stated that the wedding planning industry and hall rental is dog-eat-dog. If you start skipping in one particular place you're going to lose business elsewhere.

President Wallace stated that one of the objectives, when they made the moves in Banquets and Restaurant, were to reduce the total overhead salaries and now all of a sudden we are creeping again. He stated that these permanent salaries are what is driving our problem.

Ms. Schumacher stated that they would take a look at those. They have had three staffing changes and when they cut one position they added a part-time position, but also readjusted the scale. She will ask Janelle to provide a historical background to the board.



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President Wallace stated that if they are trying to make this an enterprise area, let's treat it that way and be very, very, conscious of what it's costing to run this thing. Salaries are permanent and do not go away. All of the other items should be taken down by about 75% this year because of the current situation. You have to get ahead of the variables so that we can fix and trim them back.

Ms. Schumacher stated that they could definitely do some of that on an ongoing basis. One of the things they need to know is if the golf course will be able to open, that could be a game changer. If the course can open in April, they will have a pretty good year. She will look at this on a monthly basis and report accordingly.

GOLF (Food & Beverage-Midway)

Mr. Petersen stated that Midway sales fell off at the end of the year in May of last year, to a degree that they have never seen before. They did a good job of reducing staff accordingly and will continue to do that each day.

Chairman Deyne stated that the sale of hotdogs on the grill on the weekends helped immensely.

GOLF (Grounds Maintenance)

Grounds Superintendent Kevin DeRoo stated that they have no Personnel requests and two Capital Outlay items: Leaf and Debris Vacuum (\$28,500) and Walking Greens Mowers (\$17,850).

Chairman Deyne asked if the leaf vacuum can be put off for six months since it is used mainly in the fall?

Mr. DeRoo stated that he has recently found a new manufacturer and it can be purchased for \$22,500.

Chairman Hopkins asked if they could just purchase one mower instead of two?

Mr. DeRoo indicated that there were no changes to Professional Development or Professional Association. They have a 2% decrease in their budget.

Chairman Deyne thanked Mr. DeRoo for his many years of service since he knows that he will be retiring.



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Public Works

Streets

Public Works Director Dan Dinges started with the Streets budget. He stated that these percentages will change with some of the previous earlier discussions (budget modifications). Some of the accomplishments were the gaps at Kohler Field that hook up to the State Park. They also received an MWRD green infrastructure grant that will be coming to the Board soon which will go towards the bike path along West Bartlett (east of Devon). They were able to secure a portion of it to go towards the bio-swale. During the winter operations, they were able to get the anti-icing program up and running and they are making their own brine. They will be working on some bike paths again this year and will do some in-house along the ComEd right-of-way and also some sealcoating of the newer paths to preserve them. They are working on in-house sidewalk replacement, pavement patching, etc. and they continue to increase those. His personnel is down one person and they have shifted that over to the Water department.

Capital Outlay will be delayed for six months. Items include: 2 large dump trucks (\$300,000); asphalt paving machine (\$45,000); skid steer trailer (\$8,000); anti-icing insert unit (\$25,000); paving at public works site (\$30,000); roof replacement (\$10,000).

Professional Development and Professional Association remains the same and they will hold off on training for six months.

They increased the "tree trimming" budget in his expenditures to allow for some contract trimming assistance. They anticipate the cost of road salt to go down.

Chairman Deyne asked if they could get by without doing the roof replacement?

Mr. Dinges stated that they could. They have had a couple of little leaks but if they had to hold off another year than they could. They are also pursuing an insurance claim.

Chairman Camerer asked about "Street Light Maintenance Materials".

Mr. Dinges stated that they are changing out the streetlights. They have been very successful using the ComEd rebates. It allows them to purchase more lights and get more streetlights changed out.



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Water

Mr. Dinges stated that the village has converted to Lake Michigan water. They are finishing the conversion of the Lake Street pump station and they have the design of the Stearns Road pump station underway. They continue to do the leak detection program and it has helped locate the unaccounted for water in the system. They were able to do some more water main replacement. They had 66 leaks that were found and they were able to take care of them in-house. They have a program in place to find faulty valves. The water transmission main (30") had perfect timing and the prices went up substantially after our completion. It brought the DuPage water loan about \$2 million below the \$21 million anticipated. They had a lot of main breaks due to the water transmission and the different direction of the feed.

No Personnel changes. Capital Outlay is 1/3 of the paving (\$30,000) and roof replacement (\$10,000) which is on hold for six months. Professional Development and Professional Association remains the same.

With the retirement of the Water Supervisor Tom Ruzicka, Blake Grenlie replaced the position and has been doing some management training.

Sewer

Mr. Dinges stated that they are moving forward with the Bittersweet Treatment Plant design and the Devon Excess Flow designs. They continue on the sanitary sewer improvements and actually just finished the lining west of Oak and north of the tracks and south of Morse. The contractor came in under budget and the remaining budgeted money will be used to line some of the services east of Oak.

Chairman Hopkins asked what it would take to smoke test the whole MWRD area that pertains to the restrictor on Devon.

Mr. Dinges stated that they know the areas that have clay pipe and those need to be lined. That is why they did the lining on the west side of Oak and the plan is to smoke test that area now that they have the main sealed off. The plan will look at rehabbing the manholes in that area and smoke testing. From there, they will know if there are illegal connections, etc. To smoke test the whole area where there are clay mains, we know that those clay pipes will be leaking and they have been taking it after the lining is complete. The plan is for next year they will line an area south of Railroad. When the clay pipe is lined, they will be smoke testing the rest of those areas as well.

Chairman Hopkins stated that since 2016, they have been talking about working with residents and using the same contractor to line residential service lines that are



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contributing to our problem of inflow and infiltration. Have we done anything with that yet?

Mr. Dinges stated that the contractor is doing that this week. They offered those residents the pricing from the contractor. None of the resident were interested.

Ms. Schumacher stated that they do have a 50/50 sharing program going out in the next Bartletter as well.

Chairman Hopkins asked if they could add to this year's budget, a complete study for this whole area to find out what we are up against and can plan for the future.

Mr. Dinges stated that they can talk to the consultants and put that together.

Chairman Hopkins stated that it is what he would like to see. This has been going on for decades and he wants to resolve this issue. The sewers have been neglected for decades and they need to be repaired and fixed. He wants to see how much INI we will actually get.

Ms. Schumacher asked if Mr. Dinges knows what kind of study Chairman Hopkins is asking about or do we need clarification?

Mr. Dinges stated that he believes he is looking for flow monitoring, smoke testing in the entire MWRD lift station tributary area.

Mr. Dinges stated that there was no staffing change in the sewer division. Capital Outlay includes a Channel Monster (\$35,000), portable generator (\$35,000), 1/3 of paving (\$30,000) at public works and roof replacement (\$10,000). All of these items can be deferred.

Chairman Deyne stated that anything that can be deferred should be for the next six months.

Professional Development and Professional Association remain the same. His expenditures include a NASSCO software subscription which is a software used when they televise the lines. You can add the rating of that sewer line as you are going and is something that MWRD and the EPA requires. This would allow the televising to be in the needed standard.

Chairman Carbonaro stated that he did not see the line item for the amount of the repairs to the sewer lines.



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Mr. Dinges stated that was in the Capital Budget. The original budget was \$600,000 and they were proposing to bump that up to \$800,000 when they were looking at doing the rate increase.

Ms. Schumacher stated that they would look at that in six months.

Chairman Hopkins stated that if you do anything, why not postpone the \$8.5 million dollar pipeline to Bittersweet. He felt that something as important as repairing our sewers, that have been going on for decades, was more important than the pipeline to Bittersweet.

Finance Director Todd Dowden stated that they have the money for the Devon Avenue improvements that was received by the bond issue which was specifically for Devon Avenue. He didn't know that holding that project would do anything. They would have the money for the \$800,000 rehabilitation program and would still be over the minimum balance at the end of the year. Right now, they increased the rates and the DuPage side of the rates are not going towards the wastewater treatment plant. They had that money they were going to use for the rehabilitation program.

Chairman Deyne stated that this concludes the budget review.

President Wallace stated he will make a motion to adjourn to Executive Session to Discuss Collective Negotiation Matters Pursuant to Section 2(c)2 of the Open Meetings Act as well as to Discuss Sale of Village Owned Property Pursuant to Section 2(c)6 of the Open Meetings Act.

Chairman Camerer moved to adjourn to Executive Session and that motion was seconded by Chairman Hopkins.

ROLL CALL VOTE TO ADJOURN

AYES: Chairmen Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke

NAYS: None

ABSENT: None

MOTION CARRIED

The meeting was adjourned at 9:05 p.m.



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Trustee Deyne moved to adjourn the Committee of the Whole meeting and that motion was seconded by Trustee Hopkins

ROLL CALL VOTE TO ADJOURN THE COMMITTEE OF THE WHOLE MEETING

AYES: Chairmen Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke

NAYS: None

ABSENT: None

MOTION CARRIED

The meeting was adjourned at 10:00 p.m.

Sam Hughes
Deputy Village Clerk



VILLAGE OF BARTLETT
PUBLIC HEARING MINUTES
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CALL TO ORDER

President Wallace called the 2020-2021 Proposed Budget Public Hearing of April 7, 2020 of the President and Board of Trustees of the Village of Bartlett to order on the above date at 7:04 p.m. in the Council Chambers. He explained how the public can address the Board.

ROLL CALL

PRESENT: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke and President Wallace

ABSENT: None

ALSO PRESENT: Village Administrator Paula Schumacher, Assistant Village Administrator Scott Skrycki, Human Resources Director Janelle Terrance, Economic Development Coordinator Tony Fradin, Sr. Management Analyst Sam Hughes, Management Analyst Joey Dienberg, Finance Director Todd Dowden, Director of Public Works Dan Dinges, Public Works Engineer Bob Allen, Planning & Development Director Roberta Grill, Building Director Brian Goralski, Head Golf Professional Phil Lenz, Deputy Chief Jim Durbin, Village Attorney Bryan Mraz and Village Clerk Lorna Giles.

Village Administrator Paula Schumacher stated that the proposed budget presented for the most part, has not been adjusted for the recent COVID 19 pandemic. The COVID 19 pandemic presents several significant challenges and there is no way to diminish the uncertainty about the duration and impact on the local economy. However, the plan that they have put together is a multi-step approach which allows the village to scale the financial response as the situation unfolds. Nearly \$ 5,935,750 in additional expenditure cuts are identified in total in this stepped response plan. The steps appear in a numerical fashion (1 through 4). The financial conditions may prompt the village to use a mix of all of the tiers of the response to the crisis. Deciding when to implement the actions and the steps and to what extent will be challenging given the unusual delay in receiving information about revenue performance. Steps 1 and 2 have already been executed by the village including the Declaration of Disaster by the Village Board and the reduction of expenditures related to training, hiring, and capital equipment purchases. Decisions about all potential action steps will take place throughout the balance of the year. Every attempt will be made to align the responsive action steps with the duration and degree of the crisis.

The proposed revenues for fiscal year 2020-21 total \$96 million and includes \$6.2 million in borrowing for capital projects. The remaining revenues are divided among property taxes, other taxes, services charges and other revenue. The proposed general property tax levy is to remain flat from last year. This will be the ninth consecutive year the levy



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has remained flat or declining. Sales Tax and Income Tax are the most sensitive to the economy of the major revenues and will be monitored monthly.

The total proposed budget for fiscal year 2020-21 is \$72.0 million. This is a 5% decrease from last year. The overall budget decrease is primarily due to the decrease in capital project costs including the completion of the Lake Michigan water project and a reduction in Motor Fuel Tax projects. The total operating budget is \$50.9 million which is a 3% increase from last year. The increase in the operating portion of the budget includes a 5% increase in the General Fund, 1% in the Water Fund and 10% in the Sewer Fund. The increase in the Sewer fund is for debt service related to capital improvements. Hiring, equipment purchases, and training will be held off for six months to keep expenditures down until the pandemic crisis is better assessed.

Operating expenditures can be divided into five primary uses. A little over two-thirds of the operating expenditures are for public safety and public works. Public Works includes streets, water, sewer and parking. The remaining third is divided among general government, golf and debt service.

The Capital portion of the proposed budget is \$15,084,080 million. The Capital portion of the budget varies from year to year based upon the individual projects we have scheduled. Capital projects of the budget are divided into five broad categories; water, sewer, streets, economic development and other projects. Other projects include the annual streets maintenance program, improvements in the Brewster and Bluff City TIF developments and engineering for the Bittersweet wastewater treatment plant facility. Roughly \$4 million of projects to be paid from Village sources have been identified as projects that can be deferred if necessary.

The budget year begins May 1, 2020 and goes through April 30, 2021.

President Wallace stated that he spoke with the Administrator not long ago and some of the board had mentioned some of these changes. He commended the staff for really taking a deep dive into what we can tweak, what we can eliminate and a very thoughtful approach to a very difficult moving target situation. As the Administrator mentioned, we don't know what kind of relief may flow down or may not flow down to the municipality level. He believed that they have a very thoughtful plan marked out in different steps and stages as the administrator had mentioned in order to weather this in the best possible way. He asked the board if they had any questions or comments and stated that they would then open it up to the general public.

Trustee Hopkins asked who decides which capital projects are deferred and which ones we don't. If we approve this budget, we are in essence, approving all the capital projects in it. What will determine when they get deferred and how they get deferred.



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Ms. Schumacher stated that in terms of the capital projects, there are a couple of different factors: 1) the timing of the project and when that decision has to be made for the project to be completed and the funds expended; 2) where the different funding sources are coming from; 3) whether or not that project can be contracted and reduced in cost. This is going to be a running target with those projects so they will be able to adjust them appropriately going forward.

President Wallace stated that only the projects that directly affect public safety right now will be priorities.

Trustee Hopkins stated that he hoped staff agreed with that also.

President Wallace asked if anyone in the audience would like to make a comment or pose a question in this hearing, please respond now.

There being no further business to discuss, Trustee Camerer moved to adjourn the Public Hearing and that motion was seconded by Trustee Deyne.

ROLL CALL VOTE TO ADJOURN

AYES: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke
NAYS: None
ABSENT: None
MOTION CARRIED

The Public Hearing was adjourned at 7:17 p.m.


Lorna Gilles
Village Clerk



VILLAGE OF BARTLETT
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1. CALL TO ORDER

President Wallace called the regular meeting of April 7, 2020 of the President and Board of Trustees of the Village of Bartlett to order on the above date at 7:17 p.m. in the Council Chambers.

2. ROLL CALL

PRESENT: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke and President Wallace

ABSENT: None

ALSO PRESENT: Village Administrator Paula Schumacher, Assistant Village Administrator Scott Skrycki, Human Resources Director Janelle Terrance, Economic Development Coordinator Tony Fradin, Sr. Management Analyst Sam Hughes, Management Analyst Joey Dienberg, Finance Director Todd Dowden, Director of Public Works Dan Dinges, Public Works Engineer Bob Allen, Planning & Development Director Roberta Grill, Building Director Brian Goralski, Head Golf Professional Phil Lenz, Deputy Chief Jim Durbin, Village Attorney Bryan Mraz and Village Clerk Lorna Giles.

3. PLEDGE OF ALLEGIANCE

President Wallace asked for a moment of silence to recognize all the families of lost ones and the huge challenges that our country is facing.

4. CONSENT AGENDA

President Wallace stated that all items marked with an asterisk on the Agenda are considered to be routine and will be enacted by one motion. He further stated that there will be no separate discussion of these items unless a Board member so requests, in which event, that item will be removed from the Consent Agenda and considered at the appropriate point on the Agenda. He asked if there were any items a Board member wished to remove from the Consent Agenda, or any items a Board member wished to add to the Consent Agenda.

Trustee Hopkins asked to remove Resolution 2020-29-R, a Resolution adopting the Village of Bartlett budget for fiscal year 2020-21 from the Consent Agenda.

Trustee Camerer asked to remove Resolution 2020-35-R, a Resolution approving an Intergovernmental Agreement between the City of Elgin and the Village of Bartlett for the setting and sharing of costs for the resurfacing of Lambert Lane in both municipalities and bring it back to a future meeting.



VILLAGE OF BARTLETT
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President Wallace then recited each item that was on the Consent Agenda, including the nature of the matters being considered and other information to inform the public of matters being voted upon. He then stated that he would entertain a motion to Amend the Consent Agenda, and the items designated to be approved by consent therein.

Trustee Carbonaro moved to Amend the Consent Agenda by removing C.1 and F.6 and that motion was seconded by Trustee Hopkins.

ROLL CALL VOTE TO AMEND THE CONSENT AGENDA AND CONSENT ITEMS THEREIN

AYES: Trustees Camerer, Gabrenya, Hopkins, Reinke
NAYS: Trustee Carbonaro, Deyne,
ABSENT: None
MOTION CARRIED

Trustee Carbonaro moved to approve the Amended Consent Agenda and that motion was seconded by Trustee Hopkins.

ROLL CALL VOTE TO APPROVE THE AMENDED CONSENT AGENDA AND CONSENT ITEMS THEREIN

AYES: Trustees Camerer, Deyne, Gabrenya, Hopkins, Reinke
NAYS: Trustee Carbonaro
ABSENT: None
MOTION CARRIED

5. MINUTES – Covered and approved under the Consent Agenda.
6. BILL LIST – Covered and approved under the Consent Agenda.
7. TREASURER'S REPORT - None
8. PRESIDENT'S REPORT - None
9. QUESTION/ANSWER: PRESIDENT & TRUSTEES

Trustee Deyne stated that Village Attorney Bryan Mraz recently lost his father Ed who was the former village attorney. He sent his regrets and asked for reflection and a moment of silence. He acknowledged anniversaries and birthdays for staff as well as Trustee Reinke.



VILLAGE OF BARTLETT
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Trustee Camerer was concerned about the waste removal and the fact that the refuse continues to be picked up but the contractor has been diminished as far as pick up of white goods. He wondered if there was going to be some kind of rebate back to the residents since they are not picking up any trash outside of the containers.

Trustee Hopkins agreed. He spoke to a couple of the drivers and their overtime has been cut because it doesn't take them that long to pick up the trash now so there is a cost savings for them to operate in this manner.

Assistant Village Administrator Scott Skrycki stated that he has spoken to Groot on a daily basis regarding these issues. The service in terms of white goods are delayed, not eliminated. You have a white good in your house or garage, it will still get picked up at the cost of Groot. Luckily for us when we went to the new contract, the residents are paying less than they were three years ago and will be paying less in 2022. He thought that the cost that accounts for white goods is pretty minimal. The average single-family home is paying \$4.69 per pickup, per week, and 80 to 90% of that cost is garbage and recycling. They want to minimize the risk since the Covid-19 can last on materials for multiple days. They can certainly push them but it's only been two weeks and the actual cost of this is probably less than \$.50. It is not eliminated, it is just delayed.

President Wallace suggested that staff contact Groot to see if any other municipalities have requested the same thing.

Mr. Skrycki stated that he has already done that and there were no other requests.

Trustee Camerer stated that since so many people are sheltered at home, it is not uncommon for people to be taking on home projects. Would it be possible to talk to Groot and if someone wanted to put out extra waste product perhaps an extra toter could be supplied.

Mr. Skrycki stated that he would talk to them about it. In terms of their workload, they had 1,250 tons of garbage this past March as compared to last year when they had 800 tons. They are not eliminating their workload, they are just eliminating their procedures. He stated that they can also talk to the individual residents to see if they can help them.

Trustee Carbonaro asked why they removed the budget which has to be approved by May 1 or the village stops operating.

President Wallace stated that it will need the board to vote on it as is, we can't expect staff to come up with changes this quickly on this magnitude. He was certain that it will pass with some amendments and adjustments that will be tackled as they come up.



VILLAGE OF BARTLETT
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Trustee Carbonaro asked why item F.6. was removed from Consent. He thought it should be negotiated further.

Trustee Camerer stated that they are still in negotiations with Elgin. Their attorney wants to add some things to the contract.

Public Works Director Dan Dinges stated that late this afternoon they got word from Elgin that their attorney had some minor changes to the agreement. They were planning to have it on their agenda tomorrow so he recommended that we move it to our next board meeting on April 21.

10. TOWN HALL – No Comments

11. STANDING COMMITTEE REPORTS

A. BUILDING & ZONING COMMITTEE, CHAIRMAN HOPKINS

Trustee Hopkins stated that Ordinance 2020-27, an Ordinance Approving a Third Amended Site/PUD Plan and Granting Amendments to the Special Use Permits for 2300 Graham Street in the Bluff City Industrial Park and Ordinance 2020-28, an Ordinance Granting a Corner Side Yard Variation for 102 Oakwood Lane were covered and approved under the Consent Agenda.

B. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE, CHAIRMAN GABRENYA

Trustee Gabrenya stated that there was no report.

C. FINANCE & GOLF COMMITTEE, CHAIRMAN DEYNE

Trustee Deyne presented Resolution 2020-29-R, a Resolution Adopting the Village of Bartlett Budget for Fiscal Year 2020-2021.

Trustee Deyne moved to approve Resolution 2020-29-R, adopting the fiscal year 2020-21 budget in the amount of \$72,039,934 and that motion was seconded by Trustee Carbonaro.

Trustee Deyne stated that he did not understand why they had to rehash this again when they beat it to death so many times. We are continuing in uncharted waters, we have no idea what is going on. He didn't see any reason to reopen this again.

Trustee Hopkins stated that he plans on voting "no" because he does not agree with one of the capital projects that is approved for this fiscal year and that is the Devon Excess Flow Plant and the pipeline to Bittersweet. He believes that the Cook County residents



VILLAGE OF BARTLETT
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are once again being double taxed when it comes to this pipeline. He thinks that there are other avenues that could have been taken that staff did not choose to investigate. He thinks that they should have hired an actual specialist that actually deals with MWRD and an attorney that specializes in sewage and dealing with MWRD and that was not the case. Once again he stated that Cook County residents are being double taxed when it comes to this project. He hopes it gets put on hold and it does not move forward. He felt that they should fix the sewage system and that would make the pipeline unnecessary.

President Wallace stated that the experts would strongly disagree with him. Mr. Dinges has way more experience in this situation than you do and he disagrees. There are a lot of people that he has spoken to that disagree with him as well as other municipalities. He has been talking about this for a long time and disagreement with this particular situation in the budget. He appreciated his opinion but feels that they should move on.

Trustee Hopkins stated that he wanted to ask Mr. Dinges how this system would actually function. He asked about where the flow is actually coming from.

President Wallace stated that he has gone through this on a one-on-one basis with Mr. Dinges. They have had multiple people discussing this with him and at the risk of all the other board members hearing the same thing that they have already heard three or four times, he asked Mr. Dinges to paraphrase what Trustee Hopkins is asking.

Public Works Director Dan Dinges stated that the Devon excess flow has the flow coming from the MWRD area and there is a lift station that takes the DuPage area south of Devon. We will be abandoning that station and the Devon excess flow facility creating one large station that will be able to handle both the MWRD flows and the DuPage water flows and it will be brought down to the Bittersweet wastewater treatment plant.

Trustee Hopkins asked if flow coming from DuPage County will be in this pipeline.

Mr. Dinges stated that they will continue to use the pipeline that DuPage County is currently going through. There will be a new pipeline built that will take the MWRD area.

Trustee Hopkins asked if when the pump goes on, will any flow from DuPage County be in this one pipeline to Bittersweet?

Mr. Dinges stated that they are connecting into the existing pipes so under normal situations, when they are not under high flow, the pump station will pump into the pipeline that is currently pumping the DuPage water down to Bittersweet. When we get a storm and flows go up and they are taking on the MWRD excess flow, then there are additional pumps that will pump in this new force main that will bring it down to Bittersweet. Everything is under the design process right now and there will be flexibility. Basically,



VILLAGE OF BARTLETT
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they will have two force mains, an existing one that will be utilized mainly for DuPage water flow and a new pipeline that will be used for the MWRD tributary area.

Trustee Hopkins asked if DuPage County excess flow will go into this pipeline or will both pipelines be used simultaneously.

Mr. Dinges stated that both pipelines will be used. They are still in the design process and they are trying to minimize the size of the force main. They can utilize both pipelines at the same time that will help them reduce that pipeline. Until they get to a point where they are comfortable on whether we can split the flows or put them all in one pipeline, he cannot answer that question yet.

Trustee Hopkins stated that he appreciated that. Over the last two years, Cook County resident's sewer portion of their bill has had an increase and it is mainly for this particular pipeline. If the water is not going simultaneously in each individual pipe than he doesn't understand why Cook County is flipping the bill for this pipeline when they are also receiving flow from DuPage County.

President Wallace stated that this is a bonded project. One of the major problems we have with excess flow connection point to the street and we proposed solutions to that that are very, very expensive and also expensive for those residents. If he has suggestions on how to fix the primary main problem, he would be interested in hearing that solution. He stated that they have gone over this multiple times. He asked if any board members had questions or comments.

Trustee Carbonaro asked what taxes were raised to fund this additional pipeline.

Mr. Dinges stated that no taxes were raised to pay for this project, it is all through the sewer rates.

Trustee Carbonaro verified that the increase to the sewer rates is to accommodate smoke testing and repairs?

Mr. Dinges stated that it is those projects and in addition to the large capital projects. They do have it broken up between Cook and DuPage counties. The Devon project that Trustee Hopkins is talking about is towards Cook County and the Bittersweet improvements go to DuPage County. There are improvements at the Bittersweet plant that they have to make in order to accommodate the MWRD flows and those were not proposed to be put on Cook County.

Trustee Carbonaro asked if when the sewer rates were increased, did we raise all the counties.



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April 7, 2020

Mr. Dinges stated that they raised all three.

President Wallace stated that it was his intention to make sure that the entire voice of the board was heard as well as getting accurate information when they listen to these presentations. It can't just be one Trustees opinion.

Trustee Hopkins agreed. He stated that they talked about storage because there could be costs down the road to have this excess flow sent off to Bittersweet. He knew that other communities used storage in the situation without sending it to a treatment plant where it is very costly to treat sewage.

President Wallace stated that he does appreciate Trustee Hopkins concerns. He has done a lot of research on this and does not want to put any dampers on that. He has looked at potential ways to fix this issue and he knows that the village has also looked into better ways. There is a disagreement on how to move forward and fix this. The board has talked about storage tanks, the pipeline and different options, and the board has voted to move forward and is also bonded to move forward with this project. He asked if there were any further questions regarding the budget.

ROLL CALL VOTE TO APPROVE RESOLUTION 2020-29-R, ADOPTING THE BUDGET FOR 2020-2021

AYES: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Reinke

NAYS: Trustee Hopkins

ABSENT: None

MOTION CARRIED

D. LICENSE & ORDINANCE COMMITTEE, CHAIRMAN REINKE

Trustee Reinke stated that there was no report.

E. POLICE & HEALTH COMMITTEE, CHAIRMAN CARBONARO

Trustee Carbonaro stated that there was no report.

F. PUBLIC WORKS COMMITTEE, CHAIRMAN CAMERER

Trustee Camerer stated that Resolution 2020-30-R, a Resolution Approving of the Agreement between the Village of Bartlett and Denier, Inc for the 2020 Crack Sealing Project; Resolution 2020-31-R, a Resolution Approving of the Agreement between the Village of Bartlett and Brothers Asphalt Paving, Inc. for the 2020 Various Streets Project; Resolution 2020-32-R, a Resolution Approving of the Agreement between the Village of Bartlett and Globe Construction Inc. for the 2020 Concrete Replacement Project;



VILLAGE OF BARTLETT
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Resolution 2020-33-R, a Resolution Approving of 2020 Water Main Replacement Agreement between the Village of Bartlett and Gerardi Sewer & Water Co.; Resolution 2020-34-R, a Resolution Approving of the Intergovernmental Agreement between the Village of Bartlett and the Chicago Metropolitan Agency for Planning to develop a multi-jurisdictional bicycle and pedestrian plan were covered and approved under the Consent Agenda.

Trustee Camerer moved to Continue Resolution 2020-35-R, a Resolution Approving an Intergovernmental Agreement between the City of Elgin and the Village of Bartlett for the setting and sharing of costs for the resurfacing of Lambert Lane in both municipalities to the next Board meeting on April 21, 2020 and that motion was seconded by Trustee Deyne.

ROLL CALL VOTE TO CONTINUE RESOLUTION 2020-35-R TO THE APRIL 21, 2020 BOARD MEETING

AYES: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke
NAYS: None
ABSENT: None
MOTION CARRIED

12. NEW BUSINESS

President Wallace stated that staff has put together COVID-19 Steps and the board should have had a chance to review. It is a work in progress and certainly any suggestions for ways to navigate this situation would be appreciated. He asked if they would have this document on the next Board meeting.

Administrator Schumacher stated that she thought they would as she noted with her comments during the public hearing. This document will be visited frequently over the next year as the different responses from the state and federal level to the pandemic continue to evolve. She thought it would be a "living" document for a while.

President Wallace stated that they are also looking at some information on how to support the local businesses that provide us a sales tax. He asked if they would be discussing that on the 21st as well.

Administrator Schumacher stated that they hope to bring a small business sales tax relief program to the board. They are working on some different models for that as well is a pool of dollars that they could use to fund such a program and the parameters that would be involved as well as the oversight and review functions. They will try to get this together for the April 21 meeting.



VILLAGE OF BARTLETT
BOARD MINUTES
April 7, 2020

President Wallace stated that a rebate of those taxes received pro rata, based on their contribution to that particular municipality tax would be something he would certainly support.

13. QUESTION/ANSWER PRESIDENT & TRUSTEES - None

14. ADJOURN TO COMMITTEE OF THE WHOLE MEETING

President Wallace stated that the Board will be going into the Committee of the Whole meeting immediately following the close of this meeting.

There being no further business to discuss, Trustee Camerer moved to adjourn the regular Board meeting and that motion was seconded by Trustee Reinke.

ROLL CALL VOTE TO ADJOURN

AYES: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke

NAYS: None

ABSENT: None

MOTION CARRIED

The meeting was adjourned at 7:56 p.m.

Lorna Giles
Village Clerk



VILLAGE OF BARTLETT COMMITTEE MINUTES

April 7, 2020

President Wallace called the Committee of the Whole meeting to order at 7:56 p.m.

PRESENT: Chairmen Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke and President Wallace

ABSENT: None

ALSO PRESENT: Village Administrator Paula Schumacher, Assistant Village Administrator Scott Skrycki, Human Resources Director Janelle Terrance, Economic Development Coordinator Tony Fradin, Sr. Management Analyst Sam Hughes, Management Analyst Joey Dienberg, Finance Director Todd Dowden, Director of Public Works Dan Dinges, Public Works Engineer Bob Allen, Planning & Development Director Roberta Grill, Building Director Brian Goralski, Head Golf Professional Phil Lenz, Deputy Chief Jim Durbin, Village Attorney Bryan Mraz and Village Clerk Lorna Giles.

POLICE & HEALTH, CHAIRMAN CARBONARO

Chairman Carbonaro stated that they have a traffic calming policy on the agenda and asked Deputy Chief Jim Durbin to proceed.

Deputy Chief Jim Durbin stated that on Tuesday, February 4, 2020, the police department presented a proposal to Village Committee Members seeking the enactment of a Neighborhood Traffic Calming Policy. The presentation contained a brief explanation of what traffic calming is, what is contained in the Neighborhood Traffic Calming Policy, and how the policy would provide for the establishment of protocols and a petition process for handling resident requests to install traffic calming devices in their neighborhoods.

Part of the presentation included references to a recent village-wide effort which was undertaken to address a series of neighborhood traffic complaints received from residents of the North Avenue & Western Avenue neighborhood. One of the Village's responses to the North Avenue & Western Avenue complaints included the installation of stop signs with flashing LEDs at that intersection. It was initially believed that the installation of the LED stop signs would help satisfy the concerns of the residents while providing an economical solution for the Village. However, after the police department convened a special listening session with residents of the North Avenue & Western Avenue neighborhood, two notions became apparent: there were multiple traffic-related concerns throughout the neighborhood—not just stop sign violations, and there was no consensus among neighborhood residents regarding the effectiveness or need for flashing LED stop signs. In fact, many residents vocalized the flashing LED signs were an eyesore and wanted them removed. These sentiments were shared with Committee Members at the February 4, 2020 meeting.

Several Committee members offered feedback regarding the Traffic Calming Policy proposal and also engaged in subsequent discussion regarding the LED stop signs. In summary, Committee members posed two questions requiring follow-up by staff:



VILLAGE OF BARTLETT COMMITTEE MINUTES

April 7, 2020

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- How many other communities with traffic calming policies have received back petitions attaining the 66% in-favor threshold (Bartlett's proposed percentage) of resident approval for the installation of a traffic calming device in their neighborhood?
 - What are the current thoughts or perceptions of residents in the North Avenue & Western Avenue regarding traffic conditions and all the stop signs with flashing LEDs, such as; Are they working? Should they be removed?

In order to obtain answers to the petition in-favor percentage threshold question, the police department contacted 7 local municipalities from which elements of our proposed traffic calming policy were modeled after. Of those municipalities, five of them (Aurora, Mt. Prospect, Oswego, St. Charles, and Wooddale) advised they did not have any record of, nor were they aware of any returned petitions which met their town's assigned in-favor percentage threshold needed to advance a neighborhood petition. One town, Village of Deer Park, no longer had any knowledge of their own Traffic Calming Procedure as policing functions had been assumed by the Lake County Sheriff's Office. These six municipalities require in-favor percentage thresholds anywhere between 60% and 80% be attained before their respective petitions will be considered for further action. Only one municipality, Village of Lincolnwood, had any record of returned neighborhood petitions. In 2019, Lincolnwood received 17 requests for traffic calming petitions. Of those 17 petitions, four met Lincolnwood's 80% resident in-favor threshold and were accepted for further consideration. Only one of those petitions met the final qualifications for a traffic calming device.

Additionally, a survey was created by the police department to address the second question regarding thoughts or perceptions of residents in the North Avenue and Western Avenue neighborhood about current traffic conditions and the flashing LED stop signs. One question in the survey pertains to daily traffic volumes, one question pertains to speeding autos, and two questions seek input on the flashing LED stop signs. This survey was either sent out via email to the residents who attended the August 2019 listening session or was conducted via phone interview with those residents who did not provide an email address but provided a phone number at the listening session. Through those efforts, we received ten completed survey responses.

In summary, of the four questions posed in the survey, the only question which indicated that a clear majority of residents perceived a single neighborhood traffic issue in the same way was that pertaining to speeding autos—80% of the residents polled in the survey responded that overall speeding auto conditions remain the same today as they were in August 2019. Of the three other questions, the next highest majority response to a question was at a level of 60%. The inconsistency in percentages of resident responses to this survey itself serve to demonstrate how perceptions of traffic problems vary from resident to resident within the same neighborhood. The survey responses further demonstrate why a traffic calming policy with a formalized petition process is an essential tool for making future determinations during the processes of addressing resident traffic complaints and how resident requests for the installation of physical traffic calming devices are handled.



**VILLAGE OF BARTLETT
COMMITTEE MINUTES
April 7, 2020**

The police department continues to advocate for the enactment of the proposed Traffic Calming Policy. This will allow the police department as well as other representatives of the Village of Bartlett to have additional means to address neighborhood traffic-related complaints and provide a consistent set of protocols for addressing requests for traffic calming devices.

Trustee Carbonaro asked if this program was funded in his current budget.

Deputy Chief Durbin stated that it is not. It would be hard to anticipate costs. Unofficially, they have taken measures to do these things. They work with public works to have additional signage such as speed limits or parking. They are incidental costs that would fall within the public works budget itself.

President Wallace thanked him for the information. He stated that he is guilty as anyone, when someone is continually talking about a situation that they feel is dangerous or a problem in their community, we really have to get the entire community to buy in. He thinks this policy will clear up a lot of things in the future.

Trustee Carbonaro stated that this item will come to the next Board meeting for a final vote.

Chairman Deyne moved to adjourn and that motion was seconded by Chairman Carbonaro.

ROLL CALL VOTE TO ADJOURN

AYES: Chairmen Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke

NAYS: None

ABSENT: None

MOTION CARRIED

The meeting was adjourned at 8:08 p.m.

Sam Hughes
Deputy Village Clerk

VILLAGE OF BARTLETT
DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 4/21/2020

100-GENERAL FUND REVENUES

420210-CONTRACTORS LICENSES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SUN MECHANICAL SYSTEMS	CONTRACTOR LICENSE REFUND	100.00
	INVOICES TOTAL:	100.00

420230-BUILDING PERMITS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MATTHEW BURRIS	BUILDING PERMIT REFUND	50.00
1 MATTHEW BURRIS	BUILDING PERMIT REFUND	45.00
1 RETHINK ELECTRIC LLC	BUILDING PERMIT REFUND	50.00
	INVOICES TOTAL:	145.00

480602-IRMA REIMBURSEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 INTERGOVERNMENTAL RISK MGMT AGENCY	OVERPAID CLAIM/VEHICLE REPAIRS	433.78
	INVOICES TOTAL:	433.78

100000-GENERAL FUND

210002-GROUP INSURANCE PAYABLE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 DEARBORN LIFE INSURANCE COMPANY	MONTHLY INSURANCE - APRIL 2020	2,665.66
	INVOICES TOTAL:	2,665.66

1100-VILLAGE BOARD/ADMINISTRATION

523100-ADVERTISING

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	ICSC EVENT REG/MEMBERSHIP DUES	1,467.01
1 EXAMINER PUBLICATIONS INC	ADVERTISING	580.00
1 MARK YOUR SPACE INC	BANNERS	625.00
	INVOICES TOTAL:	2,672.01

532200-OFFICE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 SAM'S CLUB	MATERIALS & SUPPLIES	46.32
	INVOICES TOTAL:	46.32

541600-PROFESSIONAL DEVELOPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 NORTHERN ILLINOIS UNIVERSITY	STRATEGIC PLANNING SERVICES	5,650.00
1 SCOTT SKRYCKI	ILCMA CONFERENCE EXPENSES	158.70
	INVOICES TOTAL:	5,808.70

** Indicates pre-issue check.

**VILLAGE OF BARTLETT
 DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 4/21/2020**

543101-DUES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	KDRMA MEMBERSHIP DUES	35.00
	<u>INVOICES TOTAL:</u>	<u>35.00</u>

543900-COMMUNITY RELATIONS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	MEETING REFRESHMENTS	142.71
	<u>INVOICES TOTAL:</u>	<u>142.71</u>

543910-HISTORY MUSEUM EXPENSES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	MUSEUM EXPENSES/SUPPLIES	498.88
	<u>INVOICES TOTAL:</u>	<u>498.88</u>

546900-CONTINGENCIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	MTG REFRESHMENTS/FACEBOOK FEES	370.83
	<u>INVOICES TOTAL:</u>	<u>370.83</u>

1200-PROFESSIONAL SERVICES

523400-LEGAL SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 BRYAN E MRAZ & ASSOCIATES P.C.	PROFESSIONAL SERVICES	15,296.00
1 CLARK BAIRD SMITH LLP	LEGAL SERVICES	7,550.00
1 CULLEN INC	PROFESSIONAL SERVICES	2,000.00
1 LAW OFFICES OF ROBERT J KRUPP PC	PROFESSIONAL SERVICES	300.00
	<u>INVOICES TOTAL:</u>	<u>25,146.00</u>

1400-FINANCE

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 QUADIENT LEASING USA INC	LEASE PAYMENT	426.45
	<u>INVOICES TOTAL:</u>	<u>426.45</u>

523110-LEGAL PUBLICATIONS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 PADDOCK PUBLICATIONS INC	BUDGET HEARING	34.50
	<u>INVOICES TOTAL:</u>	<u>34.50</u>

532300-POSTAGE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 FEDERAL EXPRESS CORP	BC TIF NOTE	17.80

** Indicates pre-issue check.

VILLAGE OF BARTLETT
 DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 4/21/2020

INVOICES TOTAL: 17.80

1500-PLANNING & DEV SERVICES

523100-ADVERTISING

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	ONLINE JOB PLACEMENT AD	50.00
INVOICES TOTAL:		<u>50.00</u>

523110-LEGAL PUBLICATIONS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 PADDOCK PUBLICATIONS INC	PUBLIC HEARING NOTICE	115.00
INVOICES TOTAL:		<u>115.00</u>

530115-SUBSCRIPTIONS/PUBLICATIONS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 THE SIDWELL COMPANY	COOK COUNTY LEASE ATLASES	365.00
INVOICES TOTAL:		<u>365.00</u>

532200-OFFICE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CENTURY PRINT & GRAPHICS	BUSINESS CARDS	56.96
INVOICES TOTAL:		<u>56.96</u>

1600-BUILDING

526005-PLAN REVIEW SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 FIRE SAFETY CONSULTANTS INC	PLAN REVIEW SERVICES	11,010.40
INVOICES TOTAL:		<u>11,010.40</u>

1700-POLICE

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 VERIZON WIRELESS	WIRELESS SERVICES	1,269.00
1 VERIZON WIRELESS	WIRELESS SERVICES	785.86
INVOICES TOTAL:		<u>2,054.86</u>

522500-EQUIPMENT RENTALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 VERIZON WIRELESS	WIRELESS SERVICES	1,328.86
INVOICES TOTAL:		<u>1,328.86</u>

522700-COMPUTER SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
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** Indicates pre-issue check.

**VILLAGE OF BARTLETT
 DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 4/21/2020**

1 911 TECH INC	ANNUAL SUBSCRIPTION	4,000.00
1 ID NETWORKS	DRIVER'S LICENSE SCANNER	602.00
1 LEADSONLINE	ANNUAL SERVICE AGREEMENT	3,799.00
	<u>INVOICES TOTAL:</u>	<u>8,401.00</u>

523100-ADVERTISING

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 NATIONAL MINORITY UPDATE	ONLINE PUBLIC SAFETY AD	195.00
	<u>INVOICES TOTAL:</u>	<u>195.00</u>

526000-SERVICE TO MAINTAIN VEHICLES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	RECHARGEABLE BATTERY POWER SUPPLY	69.99
1 ARMY TRAIL TIRE AND SERVICE	VEHICLE MAINTENANCE	624.96
1 ARMY TRAIL TIRE AND SERVICE	VEHICLE MAINTENANCE	156.24
1 MEINEKE CAR CARE CENTER	VEHICLE MAINTENANCE	19.95
1 MEINEKE CAR CARE CENTER	VEHICLE MAINTENANCE	19.95
1 MEINEKE CAR CARE CENTER	VEHICLE MAINTENANCE	19.95
1 MEINEKE CAR CARE CENTER	WIPER BLADES	40.00
1 MEINEKE CAR CARE CENTER	VEHICLE MAINTENANCE	481.76
1 SHI	PRINTER BATTERIES	389.95
	<u>INVOICES TOTAL:</u>	<u>1,822.75</u>

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ALBERTSONS - SAFEWAY	FOOD PURCHASES/SUPPLIES	16.56
1 AMAZON CAPITAL SERVICES INC	FOREHEAD THERMOMETERS	139.98
1 AMERICAN SOLUTIONS FOR BUSINESS	PARKING TICKETS	2,065.48
** 1 CARDMEMBER SERVICE	DISPOSABLE FACE SHIELDS	205.99
1 EMD BUSINESS FORMS & LABELS INC	TRAFFIC CITATIONS	3,623.24
1 EMD BUSINESS FORMS & LABELS INC	WARNING CITATIONS	1,530.93
1 HEARTLAND ANIMAL HOSPITAL PC	LUTHER MEDICATION	183.45
** 1 SAM'S CLUB	MATERIALS & SUPPLIES	203.14
1 STREICHER'S INC	AWARDS & RIBBONS	217.30
1 STREICHER'S INC	SAFETY VESTS	1,870.00
1 WAREHOUSE DIRECT	TONER	151.77
1 ZIEGLER'S ACE HARDWARE	BLEACH	7.18
	<u>INVOICES TOTAL:</u>	<u>10,215.02</u>

532200-OFFICE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 WAREHOUSE DIRECT	POST-IT NOTES/USB DRIVE	43.83
	<u>INVOICES TOTAL:</u>	<u>43.83</u>

541600-PROFESSIONAL DEVELOPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CITY OF ST CHARLES	ANNUAL SHOOTING RANGE FEE	1,200.00

** Indicates pre-issue check.

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1 ADAM SVOBODA	TRAINING EXPENSES	114.00
		INVOICES TOTAL: 1,314.00

542000-PLANNING & RESEARCH

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 POWERDMS INC	ANNUAL SERVICE AGREEMENT	5,166.00
		INVOICES TOTAL: 5,166.00

542810-SAFETY PROGRAM EXPENSES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ALEXIAN BROTHERS CORPORATE	PERSONNEL TESTING	43.00
1 THE FIRE GUY INC	ANNUAL FIRE EXTINGUISHER INSPECTIONS	843.00
1 WORLDPOINT	CPR MASKS	69.42
1 WORLDPOINT	SAFETY SUPPLIES	966.63
		INVOICES TOTAL: 1,922.05

543101-DUES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 NORTHERN ILLINOIS POLICE	ANNUAL MEMBERSHIP DUES	400.00
1 NORTHERN ILLINOIS POLICE	EMERGENCY SERVICES TEAM DUES	4,800.00
1 NORTHERN ILLINOIS POLICE	MOBILE FIELD FORCE DUES	1,135.00
		INVOICES TOTAL: 6,335.00

544001-PRISONER DETENTION

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ALBERTSONS - SAFEWAY	FOOD PURCHASES/SUPPLIES	29.92
1 VILLAGE SUDS STATION INC	DETENTION LINEN CLEANING	20.00
		INVOICES TOTAL: 49.92

545100-EMERGENCY MANAGEMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	FACE MASKS	82.90
		INVOICES TOTAL: 82.90

1800-STREET MAINTENANCE

522500-EQUIPMENT RENTALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ALTORFER INDUSTRIES INC	EQUIPMENT RENTAL FEES	374.00
1 COMCAST	CABLE SERVICE	2.11
1 VERIZON WIRELESS	WIRELESS SERVICES	208.57
1 VERIZON WIRELESS	WIRELESS SERVICES	36.80
		INVOICES TOTAL: 621.48

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	24.25

** Indicates pre-issue check.

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1 COMMONWEALTH EDISON CO	ELECTRIC BILL	108.71
1 NICOR GAS	GAS BILL	255.37
1 NICOR GAS	GAS BILL	463.75
1 NICOR GAS	GAS BILL	749.74
1 NICOR GAS	GAS BILL	787.68
	INVOICES TOTAL:	2,389.50

526000-SERVICE TO MAINTAIN VEHICLES

<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE AMOUNT</u>
1 KAMMES AUTO & TRUCK REPAIR INC	VEHICLE MAINTENANCE	35.00
1 KAMMES AUTO & TRUCK REPAIR INC	VEHICLE MAINTENANCE	700.00
	INVOICES TOTAL:	735.00

527110-SVCS TO MAINTAIN TRAFFIC SIGS

<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE AMOUNT</u>
1 MEADE ELECTRIC CO INC	TRAFFIC SIGNAL/STREET LIGHT MAINT	1,001.00
	INVOICES TOTAL:	1,001.00

527113-SERVICES TO MAINT. GROUNDS

<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE AMOUNT</u>
1 CORNERSTONE LAND & LAWN INC	LANDSCAPE MAINTENANCE/APR 2020	5,925.00
	INVOICES TOTAL:	5,925.00

527130-SIDEWALK & CURB REPLACEMENT

<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE AMOUNT</u>
1 SSA LLC	TRIP HAZARD REMOVAL	5,300.00
	INVOICES TOTAL:	5,300.00

530100-MATERIALS & SUPPLIES

<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE AMOUNT</u>
1 AIRGAS USA LLC	CYLINDER RENTAL	190.88
1 DULTMEIER SALES LLC	MATERIALS & SUPPLIES	209.06
1 FASTENAL COMPANY	MATERIALS & SUPPLIES	222.72
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	264.90
1 JSN CONTRACTORS SUPPLY	UTILITY MARKING PAINT/FLAGS	585.60
1 JSN CONTRACTORS SUPPLY	UTILITY MARKING PAINT	133.20
1 ZIEGLER'S ACE HARDWARE	MATERIALS & SUPPLIES	40.92
	INVOICES TOTAL:	1,647.28

532200-OFFICE SUPPLIES

<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE AMOUNT</u>
1 CASE LOTS INC	SANI-SPRAY	29.95
1 WAREHOUSE DIRECT	BATH TISSUE	30.15
1 WAREHOUSE DIRECT	INK CARTRIDGE	86.21
	INVOICES TOTAL:	146.31

** Indicates pre-issue check.

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534300-EQUIPMENT MAINTENANCE MATLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AUTOZONE INC	MAINTENANCE SUPPLIES	48.94
1 INTERSTATE BILLING SERVICE INC	MAINTENANCE SUPPLIES	20.56
1 INTERSTATE BILLING SERVICE INC	MAINTENANCE SUPPLIES	20.56
1 INTERSTATE BILLING SERVICE INC	MAINTENANCE SUPPLIES	13.44
1 NAPA AUTO PARTS	MAINTENANCE SUPPLIES	24.98
1 STANDARD EQUIPMENT COMPANY	STREET SWEEPER SUPPLIES	55.82
INVOICES TOTAL:		184.30

534600-BUILDING MAINTENANCE MATERIALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	392.82
INVOICES TOTAL:		392.82

534800-STREET LIGHTS MAINT MATERIALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
2 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	23.99
INVOICES TOTAL:		23.99

543800-STORMWATER FACILITIES MAINT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CHRISTOPHER B BURKE ENG LTD	M&M-FEMA NATIVE BASINS	352.88
1 WELCH BROS INC	MAINTENANCE SUPPLIES	218.00
1 WELCH BROS INC	MAINTENANCE SUPPLIES	191.80
INVOICES TOTAL:		762.68

5000-WATER OPERATING EXPENSES

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	SCADA SYSTEM PHONE LINE	35.54
1 CORNERSTONE LAND & LAWN INC	LANDSCAPE MAINTENANCE/APR 2020	800.00
1 WATER REMEDIATION TECHNOLOGY	BASE TREATMENT CHARGE/W-4	11,133.92
1 WATER REMEDIATION TECHNOLOGY	BASE TREATMENT CHARGE/W-7	2,293.33
INVOICES TOTAL:		14,262.79

522500-EQUIPMENT RENTALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 VERIZON WIRELESS	WIRELESS SERVICES	356.72
1 VERIZON WIRELESS	WIRELESS SERVICES	208.58
INVOICES TOTAL:		565.30

522800-ANALYTICAL TESTING

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SUBURBAN LABORATORIES INC	SAMPLE TESTING	1,773.75

** Indicates pre-issue check.

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INVOICES TOTAL: 1,773.75

523401-ARCHITECTURAL/ENGINEERING SVC

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SCHIFF HARDIN LLP	LEAD/COPPER RULE COMPLIANCE	6,467.11
		<u>INVOICES TOTAL: 6,467.11</u>

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	90.48
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	474.21
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	764.25
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	269.97
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	458.32
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	843.41
1 NICOR GAS	GAS BILL	183.40
1 NICOR GAS	GAS BILL	198.39
1 NICOR GAS	GAS BILL	79.28
		<u>INVOICES TOTAL: 3,361.71</u>

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ZIEGLER'S ACE HARDWARE	MATERIALS & SUPPLIES	169.58
		<u>INVOICES TOTAL: 169.58</u>

530110-UNIFORMS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CUTLER WORKWEAR	UNIFORMS	267.45
		<u>INVOICES TOTAL: 267.45</u>

532200-OFFICE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CASE LOTS INC	SANI-SPRAY	29.95
1 WAREHOUSE DIRECT	BATH TISSUE	30.16
		<u>INVOICES TOTAL: 60.11</u>

532300-POSTAGE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SEBIS DIRECT INC	APRIL BILLS POSTAGE	2,591.52
		<u>INVOICES TOTAL: 2,591.52</u>

534300-EQUIPMENT MAINTENANCE MATLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AUTOZONE INC	MAINTENANCE SUPPLIES	285.97
1 CORE & MAIN LP	MAINTENANCE SUPPLIES	908.20
1 CORE & MAIN LP	MAINTENANCE SUPPLIES	2,017.00
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	93.02

** Indicates pre-issue check.

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1 USA BLUE BOOK	MAINTENANCE SUPPLIES	640.81
		INVOICES TOTAL: 3,945.00

534600-BUILDING MAINTENANCE MATERIALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	380.22
		INVOICES TOTAL: 380.22

541600-PROFESSIONAL DEVELOPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	APWA EVENT REGISTRATION	50.00
		INVOICES TOTAL: 50.00

5090-WATER CAPITAL PROJECTS EXP

581038-VILLAGE SYSTEM IMPROVEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CHRISTOPHER B BURKE ENG LTD	LAKE ST CONSTRUCTION SERVICES	950.00
1 CHRISTOPHER B BURKE ENG LTD	PUMP STATION MODIFICATIONS	3,526.00
		INVOICES TOTAL: 4,476.00

5100-SEWER OPERATING EXPENSES

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CORNERSTONE LAND & LAWN INC	LANDSCAPE MAINTENANCE/APR 2020	1,660.00
		INVOICES TOTAL: 1,660.00

522500-EQUIPMENT RENTALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 VERIZON WIRELESS	WIRELESS SERVICES	208.58
		INVOICES TOTAL: 208.58

522800-ANALYTICAL TESTING

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SUBURBAN LABORATORIES INC	SAMPLE TESTING	105.00
1 SUBURBAN LABORATORIES INC	SAMPLE TESTING	641.50
		INVOICES TOTAL: 746.50

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	54.05
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	81.93
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	61.31
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	205.12
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	91.37
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	214.12

** Indicates pre-issue check.

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1	CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	172.08
1	CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	154.85
1	CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	118.30
1	CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	284.47
1	CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	199.88
1	CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	318.08
1	CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	486.47
1	CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	682.46
1	CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	34,010.99
1	CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	121.54
1	CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	182.42
1	NICOR GAS	GAS BILL	38.37
1	NICOR GAS	GAS BILL	39.70
1	NICOR GAS	GAS BILL	121.14
1	NICOR GAS	GAS BILL	361.58
1	NICOR GAS	GAS BILL	37.91
1	NICOR GAS	GAS BILL	38.31
1	NICOR GAS	GAS BILL	38.40
1	NICOR GAS	GAS BILL	119.98
1	NICOR GAS	GAS BILL	120.48
1	NICOR GAS	GAS BILL	40.11
1	NICOR GAS	GAS BILL	39.93
1	NICOR GAS	GAS BILL	73.37
1	NICOR GAS	GAS BILL	59.64
			<hr/>
			INVOICES TOTAL: 38,568.36

524210-SLUDGE REMOVAL

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SYNAGRO CENTRAL LLC	SLUDGE DISPOSAL	5,090.00
		<hr/>
		INVOICES TOTAL: 5,090.00

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AIRGAS USA LLC	CYLINDER RENTAL	190.89
1 CALCO LTD	DEMINERALIZER	139.00
1 ENVIRONMENTAL RESOURCE ASSOCIATES	LAB SUPPLIES	722.60
1 GRAINGER	MATERIALS & SUPPLIES	49.80
1 HINCKLEY SPRING WATER CO	DISTILLED WATER	52.70
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	106.85
1 NORTH CENTRAL LABORATORIES	LAB SUPPLIES	1,389.13
1 STANDARD EQUIPMENT COMPANY	MATERIALS & SUPPLIES	276.73
1 STANDARD EQUIPMENT COMPANY	MATERIALS & SUPPLIES	1,944.48
1 STANDARD EQUIPMENT COMPANY	NOZZLE ASSEMBLY	268.83
		<hr/>
		INVOICES TOTAL: 5,141.01

530120-CHEMICAL SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 HAWKINS INC	CHEMICAL SUPPLIES	2,516.50
1 HAWKINS INC	CHEMICAL SUPPLIES	3,175.37

** Indicates pre-issue check.

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1 STATE INDUSTRIAL PRODUCTS	CHEMICAL SUPPLIES	388.99
	INVOICES TOTAL:	6,080.86

532300-POSTAGE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SEBIS DIRECT INC	APRIL BILLS POSTAGE	2,591.52
	INVOICES TOTAL:	2,591.52

534300-EQUIPMENT MAINTENANCE MATLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AUTOZONE INC	MAINTENANCE SUPPLIES	31.98
1 GRAINGER	MAINTENANCE SUPPLIES	38.48
1 GRAINGER	MAINTENANCE SUPPLIES	30.31
1 HAWKINS INC	MAINTENANCE SUPPLIES	188.65
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	242.88
1 STENSTROM PETROLEUM SERVICES INC	MONTHLY INSPECTION FEES	150.00
1 STENSTROM PETROLEUM SERVICES INC	MONTHLY INSPECTION FEES	150.00
1 USA BLUE BOOK	MAINTENANCE SUPPLIES	42.53
	INVOICES TOTAL:	874.83

510000-SEWER FUND

200504-FRWRD PAYABLE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 FRWRD	KANE COUNTY SEWER TREATMENT	569.02
	INVOICES TOTAL:	569.02

5190-SEWER CAPITAL PROJECTS EXP

582028-DEVON EXCESS FLOW PLANT REHB

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ENGINEERING ENTERPRISES INC	EXCESS FLOW SEWER & FORCEMAIN	24,340.00
1 ENGINEERING ENTERPRISES INC	EXCESS FLOW FACILITY LIFT STATION	6,754.74
	INVOICES TOTAL:	31,094.74

520-PARKING FUND REVENUES

450200-PARKING METER REVENUES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 WAGE WORKS PROCESSING CENTER	PERMIT REFUND/JOHNSON MATHAI	90.00
	INVOICES TOTAL:	90.00

5200-PARKING OPERATING EXPENSES

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
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** Indicates pre-issue check.

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1 T2 SYSTEMS CANADA INC	MONTHLY EMS SERVICES	400.00
		INVOICES TOTAL: 400.00

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMCAST	INTERNET SERVICE	128.40
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	81.25
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	78.37
1 NICOR GAS	GAS BILL	70.65
1 NICOR GAS	GAS BILL	227.74
		INVOICES TOTAL: 586.41

529000-OTHER CONTRACTUAL SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	DSL LINE FOR METRA PAY BOXES	41.83
		INVOICES TOTAL: 41.83

5500-GOLF PROGRAM EXPENSES

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 JENSEN'S PLUMBING & HEATING INC	MAINTENANCE AGREEMENT	1,960.50
1 MULTISYSTEM MANAGEMENT COMPANY INC	JANITORIAL SERVICES MARCH 2020	275.62
		INVOICES TOTAL: 2,236.12

534333-PURCHASES - GOLF CLUBS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MIZUNO USA INC - NDC	GOLF CLUBS	89.81
1 MIZUNO USA INC - NDC	GOLF CLUBS	248.77
1 MIZUNO USA INC - NDC	GOLF CLUBS	61.41
1 MIZUNO USA INC - NDC	GOLF CLUBS	334.44
1 TOUR EDGE GOLF MFG INC	PUTTER	75.00
		INVOICES TOTAL: 809.43

5510-GOLF MAINTENANCE EXPENSES

522300-UNIFORM RENTALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CINTAS CORPORATION	UNIFORM RENTAL	25.00
1 CINTAS CORPORATION	UNIFORM RENTAL	25.00
1 CINTAS CORPORATION	UNIFORM RENTAL	25.00
1 CINTAS CORPORATION	UNIFORM RENTAL	25.00
		INVOICES TOTAL: 100.00

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 WEE ONE FOUNDATION	TURF MATERIALS & SUPPLIES	100.00

** Indicates pre-issue check.

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1 WEE ONE FOUNDATION	TURF MATERIALS & SUPPLIES	125.00
1 WEE ONE FOUNDATION	TURF MATERIALS & SUPPLIES	1,000.00
	INVOICES TOTAL:	1,225.00

532000-AUTOMOTIVE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SAFETY-KLEEN SYSTEMS INC	AUTOMOTIVE SUPPLIES	300.00
	INVOICES TOTAL:	300.00

534300-EQUIPMENT MAINTENANCE MATLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CAROL STREAM LAWN & POWER	MAINTENANCE SUPPLIES	358.79
1 CAROL STREAM LAWN & POWER	MAINTENANCE SUPPLIES	146.70
1 CAROL STREAM LAWN & POWER	MAINTENANCE SUPPLIES	289.03
1 NADLER GOLF CAR SALES INC	MAINTENANCE SUPPLIES	458.10
	INVOICES TOTAL:	1,252.62

534500-GROUNDS MAINTENANCE MATERIALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	EQUIPMENT REPAIR FEES	122.00
1 FAULKS BROS CONSTRUCTION INC	TOPDRESSING SAND	1,684.68
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	311.31
	INVOICES TOTAL:	2,117.99

534600-BUILDING MAINTENANCE MATERIALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 TOP TO BOTTOM INSTALLATIONS	BURGLAR ALARM MONITORING	150.00
	INVOICES TOTAL:	150.00

5560-GOLF RESTAURANT EXPENSES

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MULTISYSTEM MANAGEMENT COMPANY INC	JANITORIAL SERVICES MARCH 2020	36.19
	INVOICES TOTAL:	36.19

534320-PURCHASES - FOOD & BEVERAGE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 GRECO AND SONS INC	FOOD PURCHASE	170.04
1 GRECO AND SONS INC	FOOD PURCHASE	18.56
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE	151.98
	INVOICES TOTAL:	340.58

5570-GOLF BANQUET EXPENSES

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
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** Indicates pre-issue check.

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1 CLUBTEC	MONTHLY SOFTWARE SUPPORT	58.00
1 MULTISYSTEM MANAGEMENT COMPANY INC	JANITORIAL SERVICES MARCH 2020	36.19
		INVOICES TOTAL: 94.19

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	FOOD SAVER VACUUM SEAL ROLL	49.25
		INVOICES TOTAL: 49.25

6000-CENTRAL SERVICES EXPENSES

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CLARKE ENVIRONMENTAL MOSQUITO	MOSQUITO MGMT SERVICES MAY 2020	16,650.00
1 METALMASTER ROOFMASTER INC	MAINTENANCE AGREEMENT	549.00
		INVOICES TOTAL: 17,199.00

522700-COMPUTER SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMCAST	INTERNET SERVICE	88.40
		INVOICES TOTAL: 88.40

523001-PERSONNEL TESTING

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ALEXIAN BROTHERS CORPORATE	PERSONNEL TESTING	250.00
		INVOICES TOTAL: 250.00

524100-BUILDING MAINTENANCE SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ACTION LOCK & KEY INC	DOOR REPAIRS	240.00
1 BLACK BOX NETWORK SERVICES	PHONE SOFTWARE UPGRADE	1,375.00
1 KINNEY HEATING & AIR	AIR CONDITIONER INSTALLATION	3,225.00
1 MIDWEST MECHANICAL	EQUIPMENT MAINTENANCE	716.89
1 MULTISYSTEM MANAGEMENT COMPANY INC	JANITORIAL SERVICES MAR 2020	3,752.00
1 MULTISYSTEM MANAGEMENT COMPANY INC	ADDITIONAL CLEANING MARCH 2020	1,100.00
		INVOICES TOTAL: 10,408.89

524110-TELEPHONE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CALL ONE	TELEPHONE BILL	261.95
** 1 CARDMEMBER SERVICE	DSL LINE FOR VILLAGE HALL	88.45
1 VERIZON WIRELESS	WIRELESS SERVICES	266.07
1 VERIZON WIRELESS	WIRELESS SERVICES	454.71
		INVOICES TOTAL: 1,071.18

** Indicates pre-issue check.

**VILLAGE OF BARTLETT
 DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 4/21/2020**

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	387.67
1 NICOR GAS	GAS BILL	1,296.15
INVOICES TOTAL:		1,683.82

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CENTURY PRINT & GRAPHICS	BOOKLET ENVELOPES	392.81
1 GREAT LAKES COCA-COLA	SOFT DRINK PURCHASE	203.14
** 1 SAM'S CLUB	MATERIALS & SUPPLIES	299.01
1 WAREHOUSE DIRECT	CLEANING WIPES	79.98
1 WAREHOUSE DIRECT	PAPER	351.80
INVOICES TOTAL:		1,326.74

541600-PROFESSIONAL DEVELOPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ESRI INC	GIS TRAINING	1,400.00
INVOICES TOTAL:		1,400.00

546900-CONTINGENCIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	FORTINET PASSWORD TOKENS	326.69
1 AMAZON CAPITAL SERVICES INC	WIRELESS NETWORK ADAPTER	19.99
** 1 CARDMEMBER SERVICE	MEMORIAL DONATION	75.00
INVOICES TOTAL:		421.68

570100-MACHINERY & EQUIPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CARDMEMBER SERVICE	CLOUD SERVICES	0.73
INVOICES TOTAL:		0.73

6100-VEHICLE REPLACEMENT EXPENSES

570180-STREETS VEH REPLACEMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ROESCH FORD	FORD F-350 PICK UP TRUCK	26,926.00
INVOICES TOTAL:		26,926.00

7000-POLICE PENSION EXPENDITURES

523400-LEGAL SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 REIMER & DOBROVOLNY PC	LEGAL SERVICES	382.99
INVOICES TOTAL:		382.99

** Indicates pre-issue check.

VILLAGE OF BARTLETT
DETAIL BOARD REPORT
INVOICES DUE ON/BEFORE 4/21/2020

GRAND TOTAL:

310,186.55

GENERAL FUND	108,201.55
WATER FUND	38,370.54
SEWER FUND	92,625.42
PARKING FUND	1,118.24
GOLF FUND	8,711.37
CENTRAL SERVICES FUND	33,850.44
VEHICLE REPLACEMENT FUND	26,926.00
POLICE PENSION FUND	382.99
GRAND TOTAL	310,186.55

VILLAGE OF BARTLETT TREASURER'S REPORT
 CASH & INVESTMENT REPORT
 FISCAL YEAR 2019/20 as of February 29, 2020

Fund	1/31/2020	Receipts	Disburse- ments	2/29/2020
General	13,594,472	1,516,008	1,828,458	13,282,021
MFT	3,385,465	131,680	4,345	3,512,799
Debt Service	166,418	96,858	0	263,277
Capital Projects	41,425	39	0	41,464
Municipal Building	695,130	1,043	29,244	666,929
Developer Deposits	2,529,088	9,302	0	2,538,390
59 & Lake TIF	(75,672)	0	0	(75,672)
BC Municipal TIF	884,023	859	42,823	842,058
Bluff City TIF Municipal	82,345	78	0	82,423
Water	(1,595,626)	918,796	905,435	(1,582,265)
Sewer	29,749,371	511,440	352,243	29,908,568
Parking	88,427	13,716	14,148	87,995
Golf	292,735	51,856	110,968	233,622
Central Services	690,498	115,336	86,433	719,400
Vehicle Replacement	3,651,291	50,789	6,557	3,695,524
TOTALS	54,179,390	3,417,799	3,380,654	54,216,535

Detail of Ending Balance					
	Cash	Investments	Assets/Liab.	Net	2/29/2020
	5,037,593	7,643,262	601,166	601,166	13,282,021
	1,578,597	1,951,724	(17,521)	(17,521)	3,512,799
	92,473	169,159	1,645	1,645	263,277
	14,622	26,748	94	94	41,464
	275,150	503,328	(111,549)	(111,549)	666,929
	108,024	2,164,069	266,298	266,298	2,538,390
	233,775	427,641	(737,088)	(737,088)	(75,672)
	306,119	559,980	(24,040)	(24,040)	842,058
	29,066	53,170	187	187	82,423
	1,240,580	2,269,200	(5,092,044)	(5,092,044)	(1,582,265)
	1,316,832	2,408,685	26,183,053	26,183,053	29,908,568
	32,737	59,886	(4,628)	(4,628)	87,995
	0	0	233,622	233,622	233,622
	143,110	261,789	314,501	314,501	719,400
	504,612	923,081	2,267,831	2,267,831	3,695,524
TOTALS	10,913,288	19,421,725	23,881,525	23,881,525	54,216,535

BC Project TIF	7,697,482	237,998	3,683,960	4,251,520
Bluff City Project TIF	7,100	663,307	663,300	7,107
Bluff City SSA Debt Srv.	108,820	139	0	108,959
Police Pension	47,698,813	(1,639,767)	176,552	45,882,493


 Todd Dowden
 Finance Director

VILLAGE OF BARTLETT TREASURER'S REPORT
 REVENUE & EXPENDITURE BUDGET COMPARISONS BY FUND
 FISCAL YEAR 2019/20 as of February 29, 2020

Fund	Revenues			Expenditures		
	Actual	Current Year Budget	Prior YTD %	Actual	Current Year Budget	Prior YTD %
General	20,053,728	23,354,315	85.87%	19,178,774	23,798,503	80.59%
MFT	1,290,317	2,125,158	60.72%	1,259,648	3,480,225	36.19%
Debt Service	8,492,492	3,228,357	263.06%	9,023,986	3,210,325	281.09%
Capital Projects	635	600	105.76%	0	0	0.00%
Municipal Building	290,702	586,400	49.57%	609,616	797,500	76.44%
Developer Deposits	128,118	506,500	25.29%	16,297	639,500	2.55%
Bluff City SSA	643,371	1,161,458	55.39%	1,144,413	1,181,875	96.83%
59 & Lake TIF	0	133,000	0.00%	75,672	133,000	56.90%
Bluff City Municipal TIF	30,914	31,300	98.77%	0	57,000	0.00%
Bluff City Project TIF	1,134,216	1,943,000	1.59%	1,130,546	1,940,000	58.28%
Brewster Creek Municipal TIF	782,523	740,000	105.75%	464,918	1,183,924	39.27%
Brewster Creek Project TIF	6,116,668	7,685,000	79.59%	6,113,165	7,675,000	79.65%
Water	12,263,618	13,231,000	92.69%	10,163,565	14,824,910	68.56%
Sewer	14,018,934	11,980,000	117.02%	3,700,676	11,955,714	30.95%
Parking	187,719	233,400	80.43%	185,853	218,027	85.24%
Golf	1,881,443	2,301,650	81.74%	1,913,410	2,264,194	84.51%
Central Services	1,158,461	1,383,763	83.72%	958,742	1,433,585	66.88%
Vehicle Replacement	538,624	663,770	81.15%	446,506	675,500	66.10%
Police Pension	3,981,598	5,018,571	79.34%	1,881,734	5,018,571	37.50%
Subtotal	72,994,081	76,307,242	95.66%	58,267,520	80,487,353	72.39%
Less Interfund Transfers	(3,333,630)	(4,149,854)	80.33%	(3,333,630)	(4,149,854)	80.33%
Total	69,660,451	72,157,388	96.54%	54,933,890	76,337,499	71.96%
			34.00%			63.90%

VILLAGE OF BARTLETT TREASURER'S REPORT
 MAJOR REVENUE BUDGET COMPARISONS
 FISCAL YEAR 2019/20 as of February 29, 2020

Fund	Actual	Current Year Budget	Percent	Prior YTD %
Property Taxes	9,316,881	11,160,020	83.48%	86.35%
Sales Taxes (General Fund)	2,124,299	2,460,000	86.35%	84.33%
Income Taxes	3,753,060	4,150,000	90.44%	90.69%
Telecommunications Tax	526,862	750,000	70.25%	87.06%
Home Rule Sales Tax	1,332,925	1,600,000	83.31%	55.40%
Real Estate Transfer Tax	734,096	750,000	97.88%	106.89%
Building Permits	575,777	600,000	95.96%	61.11%
MFT	1,240,760	1,085,000	114.36%	84.66%
Water Charges	9,728,056	12,000,000	81.07%	82.97%
Sewer Charges	5,039,895	6,075,000	82.96%	83.27%
Interest Income	563,737	417,600	134.99%	213.16%

VILLAGE OF BARTLETT TREASURER'S REPORT
 GOLF FUND DETAIL (Excluding Capital Projects)
 FISCAL YEAR 2019/20 as of February 29, 2020

Fund	Current Year		Percent
	Actual	Budget	
Golf Program			
Revenues	998,568	1,300,650	76.77%
Expenses	1,052,267	1,277,317	82.38%
Net Income	(53,699)	23,333	-230.14%
F&B - Restaurant			
Revenues	129,599	160,000	81.00%
Expenses	269,641	306,298	88.03%
Net Income	(140,042)	(146,298)	95.72%
F&B - Banquet			
Revenues	655,550	715,000	91.69%
Expenses	544,297	611,929	88.95%
Net Income	111,253	103,071	107.94%
F&B - Midway			
Revenues	97,726	126,000	77.56%
Expenses	47,205	68,650	68.76%
Net Income	50,521	57,350	88.09%
Golf Fund Total			
Revenues	1,881,443	2,301,650	81.74%
Expenses	1,913,410	2,264,194	84.51%
Net Income	(31,968)	37,456	-85.35%

Sales Taxes

Month	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20
May	175,701	173,657	178,983	170,734	186,214	201,320	200,041	205,572
June	195,692	193,303	201,968	200,031	224,385	219,629	227,783	232,110
July	190,898	186,097	188,547	194,738	211,186	224,268	218,236	220,524
August	180,797	184,425	190,872	206,213	209,930	215,328	211,089	262,349
September	182,163	189,650	183,399	198,880	206,205	208,760	215,922	227,334
October	165,188	170,530	188,055	212,286	212,435	219,639	196,081	214,284
November	181,865	174,037	179,846	204,437	207,123	221,599	221,276	243,184
December	165,852	153,005	163,529	178,413	201,075	206,836	196,714	186,495
January	168,154	210,506	187,865	194,219	190,934	196,530	181,590	
February	147,189	151,678	141,054	149,630	167,837	180,413	170,866	
March	147,039	128,886	141,609	161,850	159,411	167,379	156,194	
April	162,595	153,553	170,308	178,006	186,494	194,753	187,952	
Total	2,063,133	2,069,327	2,116,036	2,249,438	2,363,230	2,456,454	2,383,743.06	1,791,851
% increase	4.17%	0.30%	2.26%	6.30%	5.06%	3.94%	-2.96%	-5.20%
Budget	1,975,000	2,010,000	2,075,000	2,115,000	2,205,000	2,400,000	2,425,000	2,460,000

VENDOR WARRANT DETAIL

BARTLETT VILLAGE TREASURER

[RETURN HOME](#) [VENDOR SUMMARY](#) [CONTRACT SEARCH](#) [PAYMENTS SEARCH](#) [PAYMENTS ISSUED](#) [PENDING PAYMENTS](#)

PAYMENTS NOTIFICATIONS

[Return Back](#)

Warrant/EFT#: EF 0016326

Fiscal Year: 2020 Issue Date: 02/06/20

Warrant Total: \$186,494.72 Warrant Status:

Agency	Contract	Invoice	Voucher	Agency Amount
492 - REVENUE		A1616792	0A1616792	\$186,494.72

IOC Accounting Line Details

Fund	Agency	Organization	Appropriation	Object	Amount	Appropriation Name
0189	492	27	44910055	4491	\$186,494.72	DISTRIBUTE MUNI/CNTY SALES TAX

Payment Voucher Description

Line	Text
1	IL DEPT. OF REVENUE AUTHORIZED THIS PAYMENT ON 02/05/2020
2	MUNICIPAL 1 % SHARE OF SALES TAX
3	LIAB MO: NOV. 2019 COLL MO: DEC. 2019 VCHR MO: FEB. 2020
4	?S PHONE: 217 785-6518 EMAIL: REV.LOCALTAX@ILLINOIS.GOV
61	MUNICIPAL 1 % SHARE OF SALES TAX

MOTOR FUEL TAX

Month	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20
May	89,115	104,788	106,665	89,988	93,139	91,478	86,848	83,590
June	75,066	71,924	80,212	58,408	58,737	72,645	79,592	76,204
July	87,721	84,361	89,915	103,948	94,278	95,252	93,416	95,250
August	87,924	99,063	61,056	100,154	89,533	89,970	90,079	137,033
September	76,347	70,076	83,006	67,441	79,032	79,527	75,247	148,846
October	83,510	90,026	89,337	87,626	91,489	91,053	98,725	136,575
November	89,027	77,655	90,552	101,486	93,216	92,796	92,950	153,788
December	85,014	103,117	103,771	93,002	97,757	91,055	89,502	180,890
January	82,788	90,866	97,525	89,828	92,928	93,233	89,403	128,180
February	70,348	83,687	74,031	90,531	88,602	80,765	81,313	
March	83,251	65,802	37,978	77,861	75,544	80,062	77,761	
April	70,866	75,969	95,841	93,782	90,224	94,336	91,212	
Subtotal	980,978	1,017,334	1,009,889	1,054,055	1,044,479	1,052,174	1,046,048	1,140,356
Plus:								
High Growth	29,031	37,678	37,682	37,743	37,801	37,266	36,909	9,192
Jobs Now	179,796	179,796	359,592					
Total	1,189,805	1,234,808	1,407,163	1,091,798	1,082,280	1,089,440	1,082,957	1,149,548
Budget	1,250,000	1,175,000	1,188,990	1,025,000	1,067,287	1,095,000	1,095,000	1,085,000
Annual Inc in \$								
w/o High Growth	-6.80%	3.71%	-0.73%	4.37%	-0.91%	0.74%	-3.31%	43.37%



Illinois Department of Transportation

2300 South Dirksen Parkway / Springfield, Illinois / 62764

Bureau of Local Roads & Streets
217-782-1662

Bartlett

Municipality Report

February 5, 2020

MOTOR FUEL TAX ALLOTMENT AND TRANSACTIONS FOR JANUARY, 2020

Beginning Unobligated Balance		\$4,820,670.55
Motor Fuel Tax Fund Allotment	\$71,795.81	
MFT Transportation Renewal Fund Allotment	\$56,383.71	
Minus Amount Paid to State	\$0.00	
Net Motor Fuel Tax Allotment		\$128,179.52
Plus Credits Processed		\$0.00
Minus Authorizations Processed		\$0.00
Current Unobligated Balance		\$4,948,850.07

PROCESSED TRANSACTIONS:



Proclamation

Building Safety Month — May, 2020

Whereas, The Village of Bartlett is committed to recognizing that our growth and strength depends on the safety and economic value of the homes, buildings and infrastructure that serve our citizens, both in everyday life and in times of natural disaster, and;

Whereas, our confidence in the structural integrity of these buildings that make up our community is achieved through the devotion of building safety and fire prevention officials, architects, engineers, builders, tradespeople, design professionals, laborers, plumbers and others in the construction industry—who work year-round to ensure the safe construction of buildings, and;

Whereas, the International Code Council, that brings together local, state and federal officials that are experts in the built environment to create and implement the highest-quality codes to protect us in the buildings where we live, learn, work, play, and;

Whereas, these modern building codes include safeguards to protect the public from natural disasters such as hurricanes, snowstorms, tornadoes, wildland fires, floods and earthquake; and;

Whereas, Building Safety Month is sponsored by the International Code Council to remind the public about the critical role of our communities' largely unknown protectors of public safety—our local code officials—who assure us of safe, efficient and livable buildings that are essential to America's prosperity, and;

Whereas, "Safer Buildings, Safer Communities, Safer World," the theme for Building Safety Month 2020, encourages all Americans to raise awareness about the importance of safe and resilient construction; fire prevention; disaster mitigation, and new technologies in the construction industry. Building Safety Month 2020 encourages appropriate steps everyone can take to ensure the safety of our built environment, and recognizes that the implementation of safety codes by local and state agencies has saved lives and protected homes and businesses, and;

Whereas, each year, in observance of Building Safety Month, Americans are asked to consider the commitment to improve building safety and economic investment at home and in the community, and to acknowledge the essential service provided to all of us by local and state building departments, fire prevention bureaus and federal agencies in protecting lives and property.

NOW, THEREFORE, I, Kevin Wallace, President of the Village of Bartlett, Cook, DuPage and Kane Counties, do hereby proclaim the month of May 2020 as **BUILDING SAFETY MONTH** in the Village of Bartlett

Dated this 21st day of April, 2020

ECONOMIC DEVELOPMENT MEMORANDUM

DATE: April 15, 2020
TO: Paula Schumacher, Village Administrator
FROM: Tony Fradin, Economic Development Coordinator
Scott Skrycki, Assistant Village Administrator
RE: Small Business Emergency Relief Grant Program

Since the Coronavirus pandemic took hold in early March, the Village of Bartlett staff has taken numerous proactive measures to assist businesses during this time of crisis.

We recognize that many businesses both large and small are struggling to make ends meet and there are a wide variety of new programs to assist these businesses in obtaining loans and grants to survive and remain open following the pandemic.

Some measures taken by staff include numerous email blast updates to the business community, a webinar that we hosted with our local SBA representative, "We Are Open" signs to distribute to food-related businesses, numerous business promotions on the Discover Bartlett page, additions to the Village website including a link to open dining options and a new page on the Village website dedicated to providing the latest information from numerous sources including the SBA, DCEO, counties, and business organizations.

Additionally, staff has personally spoken with and responsibly visited with dozens of businesses throughout March and into mid- April. We have been striving to contact every business during this crisis to provide the latest information.

In an effort to assist as many small sales-tax generating businesses as possible, staff has worked with Mayor Wallace to craft a one-time Small Business Emergency Relief Grant program with the goal of supporting Bartlett businesses during the crisis. We based much of it off of a similar program that was recently launched in the Village of Wilmette.

The parameters of the program include:

1. Limited to **sale-tax producing businesses only** with revenue between \$50,000 and \$2 million in taxable sales last year or in a shorter pro-rated portion if they were not open all of 2019. This is so the Village is understanding of how much they have been impacted by this.
2. Franchise businesses and others with more than four units are not eligible to participate in this program.
3. Home-based businesses are not eligible.
4. Businesses must have a valid business license with the Village of Bartlett.

5. Businesses must not have ceased operations permanently, but businesses that temporarily closed due to Coronavirus are eligible.
6. Businesses must have verifiable sales losses as a result of the Coronavirus pandemic and must be able to provide verification with a start date of March 17th, when Governor Pritzker's shelter-in-place order was issued.
7. The grant amount will be calculated upon a business's lost sales tax revenues in comparison with March 17th of 2019 through the date of the application. **The Village intends to return up to 25% of the prior year's sales tax payments (Village portion only) up to a maximum amount of \$10,000.**
8. A Grant distributed to a business shall be used solely for operational expenses for payments for payroll, for suppliers, for service providers, for utilities or a combination thereof. Such operational expenses shall be paid within thirty (30) days of receipt of the funds from the Village. Once the Grant funds are expended by the business, the business must within ten (10) calendar days of the expenditure submit via email to the Village, one or more receipts showing the full Grant funds have been expended as authorized by these Administrative Rules.
9. If at any point these Grant Program Administrative Rules are not strictly adhered to, the Grant funds provided shall be returned to the Village in the full amount within ten (10) calendar days of receiving notice of a breach of the Grant Program. In addition to the Grant Application being signed by the business entity, (1) each shareholder of a corporation owning at least 5% of the common stock in a corporate applicant, (2) each member owning at least a 5% membership interest in a limited liability company applicant, (3) each general partner of a partnership applicant, and (4) the sole proprietor of a sole proprietorship applicant of the business that submits a Grant Application to the Village, shall also sign said Grant Application and shall thereby agree to jointly and severally personally guarantee the refund of the grant proceeds to the Village of Bartlett should the Grant Program Administrative Rules not be strictly adhered to.
10. The application due date will be set by the Village Board if it approves this program at its April 21st meeting.
11. Businesses must remain open for at least 30 days after receiving payment.
12. Unlike BEDA applications and TIF Rebate applications in the past, signing this application will include an acknowledgment providing Village representatives permission to obtain personal financial information including tax statements and permission to use sales tax information provided to the State of Illinois.

With this program, we are striving to quickly roll out a relief program to supplement other statewide and nationwide programs, some of which are proving challenging to the small business community.

APRIL 13, 2020 ECONOMIC DEVELOPMENT COMMISSION MEETING

We presented the high-level details of this program at the first-ever remote Economic Development Commission meeting on April 13th. We explained that much thought and research has gone into formulating the parameters of this program and that it was crucial to move this new emergency relief program forward expeditiously.

Following some commendations on the Village's diligence in quickly formulating this, the EDC voted unanimously to move this program forward to the Village Board for final approval at its April 21, 2020 meeting.



**BARTLETT SMALL BUSINESS ECONOMIC RELIEF PROGRAM
(Grant Program Application)
Deadline For Application – TBD**

BUSINESS OWNER INFORMATION		
Doing Business as Name:		
Business Address:		
City: Bartlett	State: Illinois	Zip: 60103
Contact Email:		
Contact Phone Number:		

BUSINESS INFORMATION		
Type of Legal Business Entity (mark one): Corporation <input type="checkbox"/> Limited Liability Company <input type="checkbox"/> Partnership <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> (Complete the separate portion of Appendix A depending on the applicant's type of business entity.)		
Number of years in business:	Number of years in business in Bartlett:	
Does your business have a current Village of Bartlett Business License?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Was your business operating in Bartlett on March 16, 2020?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Was your business operating in Bartlett from January 2019 through December 2019?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If answer to the above is "No", when was your business first in operation in Bartlett?		
Does your business collect and pay sales tax to the State of Illinois?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Was your municipal sales tax eligible revenue from January 2019 to December 2019 between \$500 and \$200,000? ¹	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Has your business suffered a 20% or greater loss of revenue from March 16, 2020 to the date of this Application when compared to the same time frame in 2019?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Please list the amount as a percentage and in dollars that your sales have declined from March 16, 2020 to the date of this Application when compared to the same time frame in 2019 (your grant amount will be calculated based upon this number):		
Do you Rent or Own Property where Business is located:	Rent <input type="checkbox"/>	Own <input type="checkbox"/>
Number of Employees on March 16, 2020:	Current Number of Employees:	
Is your business part of a franchise system?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

¹ For businesses that did not operate for the full 12 months between December 2018 and November 2019, the sales during the businesses operational period will be annualized to the equivalent of 12 months. This total must equate to over \$50,000 and under \$2 million to be eligible.

BUSINESS INFORMATION (continued)

Is your business part of a chain with more than 4 locations (units)? Yes No

Is your business generally open to the public? Yes No

Is your business a home occupation? Yes No

Mark what you intend to use this Grant for:

Payroll Payment to Suppliers Utilities Payment to Service Provider

Other (must describe):

Operational expenses shall be paid within thirty (30) days of receipt of the funds from the Village. Once funds are expended, the business must within ten (10) calendar days of the expenditure submit receipts showing full grant funds expended.

ATTACHMENTS REQUIRED

Federal tax form **W-9** is required for all applications

Complete the applicable portion of Appendix A depending on applicant's type of business entity.

Copy of Articles of Incorporation if a corporation.

Copy of Articles of Organization if a limited liability company ("LLC").

ATTESTATION, ACKNOWLEDGMENT & SIGNATURE

Execution of this application constitutes a grant agreement and creates specific obligations on the part of the Applicants, and I hereby affirm that I have reviewed and understand the Administrative Rules governing the Grant Program.

I hereby affirm that I have full legal capacity to authorize the filing of this application and that to the best of my knowledge and belief, the information stated in this application and in all supporting documentation is true and accurate. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil or administrative penalties.

I hereby agree that I personally guarantee any refund required pursuant to failure to strictly adhere to the Administrative Rules and the Grant Program parameters. I permit Village representatives to make all reasonable inspections and investigations of the business' financial and proprietary information during the process period of this application.

I Agree to provide an accurate email address on this application to facilitate communications with Village of Bartlett staff for timely processing of this grant application. I further acknowledge that this program will accept applications **no later than (TBD)** unless extended or amended otherwise by the Village Board of the Village of Bartlett, Illinois.

As the owner of this business, I hereby certify that this application and the use of any provided Grant proceeds shall be in accordance with all applicable ordinances, codes, and the Grant Program Administrative Rules.

Applicant Signature:

Date:

Printed Name:

For questions on this Grant Application, please contact:

Tony Fradin, Economic Development Coordinator, at (630) 540-5937 or tfradin@vbartlett.org or

Scott Skrycki, Assistant Village Administrator, at (630) 540-5916 or sskrycki@vbartlett.org

APPENDIX A TO BARTLETT SMALL BUSINESS ECONOMIC RELIEF PROGRAM
GRANT PROGRAM APPLICATION

Please complete the appropriate section for your business

1. Corporation

a. List name and address of each Director:

	Name	Address
i.	_____	_____
ii.	_____	_____
iii.	_____	_____
iv.	_____	_____

b. List the name, address and title of each officer:

	Name	Address	Title
i.	_____	_____	_____
ii.	_____	_____	_____
iii.	_____	_____	_____
iv.	_____	_____	_____

c. List the total number of issued shares of common stock of the corporation:

List the name and address of each shareholder and number of shares of common stock owned by each of them:

	Name	Address	Shares owned
i.	_____	_____	_____
ii.	_____	_____	_____
iii.	_____	_____	_____
iv.	_____	_____	_____

d. Attach a copy of the Articles of Incorporation for the corporation.

e. Attach a Certificate of Good Standing for the corporation issued by the Secretary of State of the state of incorporation.

f. FEIN (Tax ID Number): _____

g. State of Illinois Sales Tax Number: _____

2. Limited Liability Company ("LLC")

a. List name and address of all managers:

	Name	Address
i.	_____	_____
ii.	_____	_____
iii.	_____	_____
iv.	_____	_____

b. List name and address of all members:

	Name	Address
i.	_____	_____
ii.	_____	_____
iii.	_____	_____
iv.	_____	_____

c. List the name of each member and the percentage of membership interest of each member:

	Name	Percentage of Membership Interest
i.	_____	_____ %
ii.	_____	_____ %
iii.	_____	_____ %
iv.	_____	_____ %

d. Attach a copy of the Articles of Organization for the LLC.

e. Attach a Certificate of Good Standing for the LLC issued by the Secretary of State of the state in which organized.

f. FEIN (Tax ID Number): _____

g. State of Illinois Sales Tax Number: _____

3. Partnership

- a. List the name and address of each general partner and the percentage owned by each general partner:

	Name	Address	Percentage Owned
i.	_____	_____	_____
ii.	_____	_____	_____
iii.	_____	_____	_____
iv.	_____	_____	_____

- b. List the name and address of each limited partner and the percentage interest of each limited partner:

	Name	Address	Percentage Owned
i.	_____	_____	_____
ii.	_____	_____	_____
iii.	_____	_____	_____
iv.	_____	_____	_____

- c. If any of the general partners is a corporation or a limited liability company, provide the information requested in Section 1 or 2 for that entity.
- d. Provide proof of filing a certificate to transact business under an assumed name for the partnership with the County Clerk of the county in which the business is or will be located and in which the partnership conducts or intends to conduct business as required under the Assumed Business Name Act (805 ILCS 405/0.01).
- e. FEIN (Tax ID Number): _____
- f. State of Illinois Sales Tax Number: _____

4. Sole Proprietorship

- a. List the name and address of the Sole Proprietor:

Name: _____

Address: _____

- b. Sole Proprietor's Social Security Number: _____
- c. State of Illinois Sales tax Number: _____

BARTLETT SMALL BUSINESS ECONOMIC RELIEF PROGRAM (Grant Program Administrative Rules)

The Village of Bartlett declared a local state of disaster affecting the public health and wellbeing due to the outbreak of Coronavirus Disease 2019 (“COVID-19”) (“Disaster Declaration”). The Village President and Board of Trustees of the Village of Bartlett (the “Corporate Authorities”) have acknowledged the financial burden on the Village’s small business community, and therefore, the Village has established the Bartlett Small Business Economic Relief Program which is a grant program to provide funds to Bartlett businesses that have suffered economic loss during the COVID-19 Pandemic (“Grant Program”). The Grant Program will distribute a portion of the Village’s share of municipal sales tax (“Grant”) to eligible local businesses to supply businesses with immediate cash for short-term financial operational needs such as payroll, payment to suppliers, payment to service providers, or payment of utilities. The Grant may not be used for capital expenditures or rent.

Eligible Businesses to Receive Grant

To be considered an eligible business to receive a Grant, businesses must meet the following requirements:

1. Limited to **sale-tax producing businesses only** with revenue between \$50,000 and \$2 million in taxable sales last year or in a shorter pro-rated portion if they were not open all of 2019.¹
2. Franchise businesses and others with more than four units are not eligible to participate in this program.
3. Home-based businesses are not eligible.
4. Businesses must have a valid business license with the Village of Bartlett.
5. Businesses must not have ceased operations permanently, but businesses that temporarily closed due to Coronavirus are eligible.
6. Businesses must have verifiable sales losses as a result of the Coronavirus pandemic and must be able to provide verification with a start date of March 17th, when Governor Pritzker’s shelter-in-place order was issued.
7. The grant amount will be calculated upon the decrease in municipal sales tax on eligible sales from March 17, 2020 to the date of the Application when compared to the same time frame in 2019. **The Village intends to rebate up to 25% of the prior year’s sales tax payments (Village portion only) up to a maximum amount of \$10,000 per applicant.**

¹ For any business that did not operate for the full 12 months between December 2018 and November 2019, the sales during the business’ operational period will be annualized to the equivalent of 12 months. This total must equate to over \$50,000 and under \$2 million to be eligible.

8. A Grant distributed to a business shall be used solely for operational expenses for payments for payroll, for suppliers, for service providers, for utilities or a combination thereof. Such operational expenses shall be paid within thirty (30) days of receipt of the funds from the Village. Once the Grant funds are expended by the business, the business must within ten (10) calendar days of the expenditure submit via email to the Village, one or more receipts showing the full Grant funds have been expended as authorized by these Grant Program Administrative Rules.
9. The application due date shall be _____.
10. Applicant shall complete and sign the Bartlett Small Business Economic Relief Program application in form as attached hereto as Exhibit A (the "Grant Program Application"). The Grant Program Application includes an acknowledgement providing Village representatives permission to obtain personal financial information, including tax statements and permission to use sales tax information provided to the State of Illinois, and requires a personal guaranty from business owners to repay the grant funds to the Village in the event these Grant Program Administrative Rules are not adhered to.
11. Businesses must remain open for at least 30 days after receiving payment.

Terms and Conditions

The Grant Program shall be administered in the sole discretion of the Village and nothing in this program creates a right to any business to receive any funds or creates an obligation of the Village to expend any funds. The Village is offering, through an application ("Application"), the ability of eligible Bartlett businesses to receive a portion of their municipal sales tax proceeds collected and paid to the State of Illinois in 2019.

All Grants by the Village are expressly conditioned upon the satisfactory completion of an Application and adherence to these Grant Program Administrative Rules.

Forms

The Grant Program Application must be completed and submitted to the Village via email to bartlettgrantapplication@vbartlett.org. A federal tax form W-9 must also be submitted in accordance with federal and state law.

Expenditure Requirements/Timing

A Grant distributed to a business shall be used solely for operational expenses for payments for payroll, for suppliers, for service providers, for utilities or a combination thereof. Such operational expenses shall be paid within thirty (30) days of receipt of the funds from the Village. Once the Grant funds are expended by the business, the business must within ten (10) calendar days of the expenditure submit via email to bartlettgrantapplication@vbartlett.org, one or more receipts showing the full Grant funds have been expended as authorized by these Grant Program Administrative Rules.

Not Transferable

If a Grant is approved, it will be awarded via check in the name of the business submitted on the Application. Grant awards are not transferable to another person, owner, entity, or business.

Refund of Grant

If at any point these Grant Program Administrative Rules are not strictly adhered to, the Grant funds provided shall be returned to the Village in the full amount within ten (10) calendar days of receiving notice of a breach of the Grant Program. In addition to the Grant Application being signed by the business entity, (1) each shareholder of a corporation owning at least 5% of the common stock in a corporate applicant, (2) each member owning at least a 5% membership interest in a limited liability company applicant, (3) each general partner of a partnership applicant, and (4) the sole proprietor of a sole proprietorship applicant of the business that submits a Grant Application to the Village, shall also sign said Grant Application and shall thereby agree to jointly and severally personally guarantee the refund of the grant proceeds to the Village of Bartlett should the Grant Program Administrative Rules not be strictly adhered to.

Proprietary Information and General Release

Applicants shall permit Village representatives to make all reasonable inspections and investigations of the business' financial and proprietary information during the process period of the Application. Applicants, as a necessary part of the Application process, shall provide for to the Village or otherwise allow the Village to obtain and use all financial and proprietary information, including all municipal sales tax information, of the business. Such information shall no longer be deemed proprietary and confidential for purposes of this Grant Program. All payments under the Grant Program will be made public and will contain the amount of the Grant funds awarded to the business and the business' name and information. Applicants, upon submission of an Application, release the Village from any and all liability, waive any rights in regards to the proprietary information's confidentiality, and covenant not to sue the Village for the release of said proprietary information and from any other claim arising from this Application and the Grant Program. Village, for this section shall mean its elected officials officers, employees, agents, affiliates and representatives. Submission of an Application is an express consent and agreement to the above.

RESOLUTION 2020 - _____

**A RESOLUTION APPROVING OF THE BARTLETT
SMALL BUSINESS ECONOMIC RELIEF PROGRAM**

RECITALS:

WHEREAS, the Coronavirus pandemic has negatively affected all Village residents and businesses; and

WHEREAS, Bartlett businesses both large and small are struggling to make ends meet despite the wide variety of new federal, state and bank programs to assist these businesses in obtaining loans and grants to survive and remain open during and/or following the pandemic; and

WHEREAS, in an effort to assist as many small sales-tax generating businesses as possible, the Village is proposing a one-time Small Business Economic Relief Program that will be available to small sales tax generating businesses that fall within the parameters set forth in and subject to the administrative guidelines set forth in this Resolution with the goal of supporting Bartlett businesses during the crisis;

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, as follows:

SECTION ONE: There is hereby established the Bartlett Small Business Economic Relief Program which shall be subject to the following parameters:

1. Limited to **sale-tax producing businesses only** with revenue between \$50,000 and \$2 million in taxable sales last year or in a shorter pro-rated portion if they were not open all of 2019.¹

¹ For any business that did not operate for the full 12 months between December 2018 and November 2019, the sales during the business' operational period will be annualized to the equivalent of 12 months. This total must equate to over \$50,000 and under \$2 million to be eligible.

2. Franchise businesses and others with more than four units are not eligible to participate in this program.
3. Home-based businesses are not eligible.
4. Businesses must have a valid business license with the Village of Bartlett.
5. Businesses must not have ceased operations permanently, but businesses that temporarily closed due to Coronavirus are eligible.
6. Businesses must have verifiable sales losses as a result of the Coronavirus pandemic and must be able to provide verification with a start date of March 17th, when Governor Pritzker's shelter-in-place order was issued.
7. The grant amount will be calculated upon the decrease in municipal sales tax on eligible sales from March 17, 2020 to the date of the Application when compared to the same time frame in 2019. **The Village intends to rebate up to 25% of the prior year's sales tax payments (Village portion only) up to a maximum amount of \$10,000 per applicant.**
8. A Grant distributed to a business shall be used solely for operational expenses for payments for payroll, for suppliers, for service providers, for utilities or a combination thereof. Such operational expenses shall be paid within thirty (30) days of receipt of the funds from the Village. Once the Grant funds are expended by the business, the business must within ten (10) calendar days of the expenditure submit via email to the Village, one or more receipts showing the full Grant funds have been expended as authorized by these Grant Program Administrative Rules.
9. The application due date shall be _____.
10. Applicant shall complete and sign the Bartlett Small Business Economic Relief Program application in form as attached hereto as Exhibit A (the "Grant Program Application"). The Grant Program Application includes an acknowledgement providing Village representatives permission to obtain personal financial information, including tax statements and permission to use sales tax information provided to the State of Illinois, and requires a personal guaranty from business owners to repay the grant funds to the Village in the event these Grant Program Administrative Rules are not adhered to.
11. Businesses must remain open for at least 30 days after receiving payment.

SECTION TWO: The Bartlett Small Business Economic Relief Program (Grant Program Application) form attached hereto as Exhibit A (the "Grant Application"), and the Bartlett Small Business Economic Relief Program (Grant Program Administrative Rules) attached hereto as Exhibit B (the "Administrative Rules") are hereby approved.

SECTION THREE: It shall be a condition precedent to the issuance of any grant monies under the Bartlett Small Business Economic Relief Program established and

approved in SECTION ONE of this Resolution that the business applicant and the applicable owners of the business shall have duly executed and submitted a Grant Application in form as approved in SECTION TWO of this Resolution, thereby agreeing to adhere to the Administrative Rules in the event the Village determines that the Applicant meets the Grant Program parameters established in SECTION ONE of this Resolution.

SECTION FOUR: SEVERABILITY. The various provisions of this Resolution are to be considered as severable, and of any part or portion of this Resolution shall be held invalid by any Court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions of this Resolution.

SECTION FIVE: REPEAL OF PRIOR RESOLUTIONS. All prior Ordinances and Resolutions in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

SECTION SIX: EFFECTIVE DATE. This Resolution shall be in full force and effect upon passage and approval.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED:

APPROVED:

ATTEST:

Kevin Wallace, Village President

Lorna Gilless, Village Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Village Clerk of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, and that the foregoing is a true, complete and exact copy of Resolution 2020 - _____ enacted on _____, 2020, and approved on _____, 2020, as the same appears from the official records of the Village of Bartlett.

Lorna Giles, Village Clerk

Village of Bartlett
Finance Department Memo
2020 - 06

DATE: April 13, 2020
TO: Paula Schumacher, Village Administrator
FROM: Todd Dowden, Finance Director
SUBJECT: Reservation of 2020 IRB Volume Cap

Attached is an Ordinance reserving the Village's 2020 Industrial Revenue Bond (IRB) Volume Cap. The Village has the ability to pledge its tax exempt authority so a business may issue debt/bonds to finance projects on a tax exempt basis. IRB's are structured so that the Village has no liability for re-payment of the bonds. Volume Cap must be allocated by April 30th or it reverts to the State and there is no possibility of the Village transferring or for granting its allocation to a local project.

The last time the Village used its volume cap was in 2017 when the Village transferred all of its volume cap to the Illinois Finance Authority (IFA) in support of Muirfield West LLC (Camcraft, Inc. and Matrix Design, LLC Project) and an Industrial Revenue Bond issuance to finance the construction and equipping of a new manufacturing facility in the Brewster Creek Business Park.

While there is no guarantee that the cap will be used, the attached Ordinance will allow us to reserve our allocation for the remainder of the year.

MOTION: I move to approve Ordinance 2020-_____, an ordinance reserving 2020 Volume Cap for private activity bond issues and related matters.

ORDINANCE 2020-

AN ORDINANCE RESERVING 2020 VOLUME CAP FOR PRIVATE ACTIVITY BOND ISSUES AND RELATED MATTERS

WHEREAS, the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois (the "*Municipality*"), is a municipality and a home rule unit of government under Section 6 of Article VII of the 1970 Constitution of the State of Illinois; and

WHEREAS, according to an official Bureau of the Census population estimate set forth in the State of Illinois Allocation of Bonding Authority in Accordance with the Tax Reform Act of 1986 and the Guidelines and Procedures for the Allocation of Private Activity Bonding Authority in Accordance with the Tax Reform Act of 1986 and 30 ILCS 345 of the Office of the Governor, effective January 1, 2020 (the "*Guidelines and Procedures*"), the most recent census estimate of resident population of the Municipality is 40,931, providing the Municipality with a volume cap of \$4,297,755 for the year 2020; and

WHEREAS, Section 146 of the Internal Revenue Code of 1986, as amended (the "*Code*"), provides that such volume cap may be reserved and allocated to certain tax-exempt private activity bonds; and

WHEREAS, the Illinois Private Activity Bond Allocation Act, 30 *Illinois Compiled Statutes 2004, 345/1 et seq.*, (the "*Act*"), as supplemented and amended, and the Guidelines and Procedures, provide that a home rule unit of government may reserve its allocation of volume cap or may transfer its allocation of volume cap to any other home rule unit of government, the State of Illinois or any agency thereof or any non-home rule unit of government; and

WHEREAS, it is now deemed necessary and desirable by the Municipality to reserve its entire volume cap allocation for calendar year 2020 to be applied toward the issuance of private activity bonds, or to transfer such volume cap allocation, as permitted by this Ordinance;

NOW, THEREFORE, BE IT AND IT IS HEREBY ORDAINED, the President and Board of Trustees of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, in the exercise of its home rule powers, as follows:

SECTION ONE: That, pursuant to the power and authority granted by and under Section 6 of Article VII of the 1970 Constitution of the State of Illinois, Section 146 of the Code, the Act and the Guidelines and Procedures, the Municipality hereby reserves volume cap in the principal amount of \$4,297,755, which is all of the volume cap of the Municipality for the year 2020. Such volume cap shall be applied toward the issuance of private activity bonds or shall be transferred as directed by the President or any other proper officer or employee of the Municipality without any further action required on the part of the Municipality, and the adoption of this Ordinance shall be deemed to be an allocation of such volume cap to the issuance of such bonds; provided, that any transfer

of volume cap shall be evidenced by a written instrument executed by the President or any other proper officer or employee of the Municipality.

SECTION 2. That the President, the Village Clerk and all other proper officers, officials, agents and employees of the Municipality are hereby authorized, empowered and directed to do all such acts and things and to execute all such documents and certificates as may be necessary to further the purposes and intent of this Ordinance.

SECTION 3. That the provisions of this Ordinance are hereby declared to be separable, and if any section, phrase or provision of this Ordinance shall for any reason be declared to be invalid, such declaration shall not affect the remainder of the sections, phrases and provisions of this Ordinance.

SECTION 4. That all ordinances, resolutions or orders, or parts thereof, in conflict herewith are, to the extent of such conflict, hereby superseded; and that this Ordinance shall be in full force and effect upon its adoption and approval.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: April 21, 2020

APPROVED: April 21, 2020

Kevin Wallace, Village President
Village of Bartlett, Cook, DuPage and Kane
Counties, Illinois

Recorded in the Municipality Records on April 21, 2020
Published in pamphlet form on April 21, 2020

Lorna Giless, Village Clerk
Village of Bartlett, Cook, DuPage and Kane Counties, Illinois

CERTIFICATION

I, Lorna Giles, do hereby certify that I am the Village Clerk of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, and that the foregoing is a true, complete and exact copy of Ordinance 2020- , enacted on April 21, 2020 and approved on April 21, 2020 as the same appears from the official records of the Village of Bartlett.

Lorna Giles, Village Clerk



Agenda Item Executive Summary

Item Name Brewster Creek TIF Developer Note #4, Payout #16 Committee or Board Board

BUDGET IMPACT

Amount:	\$415,100	Budgeted	\$415,100
List what fund	Brewster Creek TIF Project Fund		

EXECUTIVE SUMMARY

Brewster Creek Public Improvements - TIF Developer Note #4, Payout #16.

ATTACHMENTS (PLEASE LIST)

Finance Memo
Resolution
Memorandum of Payment
Schedule of Costs
Village Engineer Letter

ACTION REQUESTED

- For Discussion Only
- Resolution
- Ordinance
- Motion:

MOTION: I move to approve Resolution 2020-_____, a resolution approving of the Disbursement Request for Payout No. 16 from the Subordinate Lien Tax Increment Revenue Note, Series 2016 for the Elmhurst Chicago Stone Bartlett Quarry Redevelopment Project.

Staff: Todd Dowden, Finance Director

Date: 04/13/20

Village of Bartlett
Finance Department Memo
2020 - 07

DATE: April 13, 2020

TO: Paula Schumacher, Village Administrator

FROM: Todd Dowden, Finance Director

SUBJECT: Brewster Creek TIF Developer Note #4 Payout Request #16

In September 2016, the Board authorized the Village to issue Developer Note #4, not to exceed \$11,500,000 to Elmhurst Chicago Stone for continuing the public improvements in the Brewster Creek TIF. Elmhurst Chicago Stone advances funds from their own sources and receives a note from the Village to get reimbursement if and when there is sufficient tax increment to do so and after all other TIF obligations are paid.

Attached is a resolution and several documents to approve the 16th developer note #4 payout request for the Brewster Creek TIF development. The total amount is \$415,100. The attachments are various documents required by the Village's redevelopment agreement. The attachments include:

1. Resolution Approving of Disbursement Request
2. Memorandum of Payment
3. Schedule of Costs
4. Village Engineer letter concurring with Disbursement Request

Upon approval of the resolution, the note will be executed and the amount tracked for payment as increment becomes available.

MOTION: I move to approve Resolution Number 2020-_____ A Resolution Approving of Disbursement Request for Payout No. 16 from the Subordinate Lien Tax Increment Revenue Note, Series 2016 for the Elmhurst Chicago Stone Bartlett Quarry Redevelopment Project

RESOLUTION 2020-

A RESOLUTION APPROVING OF DISBURSEMENT REQUEST FOR PAYOUT NO. 16 FROM THE SUBORDINATE LIEN TAX INCREMENT REVENUE NOTE, SERIES 2016 FOR THE ELMHURST CHICAGO STONE BARTLETT QUARRY REDEVELOPMENT PROJECT

WHEREAS, pursuant to the Redevelopment Agreement dated as of November 1, 1999 between the Village and Elmhurst Chicago Stone Company (“ECS”), the Village agreed to issue subordinate lien tax increment revenue notes from which certain TIF eligible expenses related to the Bartlett Quarry Redevelopment Project (the “Project Costs”) are to be reimbursed according to certain procedures for payment; and

WHEREAS, the Village passed an Ordinance providing for the issue of certain Subordinate Lien Tax Increment Revenue Notes, Series 2016, in an amount not to exceed \$11,500,000 (the “Series 2016 Subordinate Note”); and

WHEREAS, ECS has delivered to the Village its sixteenth Memorandum of Payment requesting that it be reimbursed the sum of \$415,100 in Project Costs for Payout No. 16 from the Subordinate Lien Tax Increment Revenue Note; and

WHEREAS, ECS has submitted an owner’s sworn statement, general contractor’s sworn statement, waivers of lien, invoices and other documentation (the “Supporting Documentation”) in support of its sixteenth Memorandum of Payment request in accordance with Section 12-1 of the Redevelopment Agreement to support eligible Project Costs which documentation has been reviewed and approved by the Village Engineer, and he has concurred with the Developer’s Engineer that the work has been completed and materials are in place as indicated by the sixteenth Memorandum of Payment request; and

WHEREAS, The Series 2016 Subordinate Note requires advances to be in even increments of \$100,

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Bartlett, Cook, DuPage, and Kane Counties, Illinois as follows:

SECTION ONE: The Memorandum of Payment No. 16 of Elmhurst Chicago Stone Company requesting reimbursement from the Series 2016 Subordinate Note in the sum of \$415,100 is hereby approved.

SECTION TWO: SEVERABILITY. If any section, paragraph or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this Resolution.

SECTION THREE: REPEAL OF PRIOR RESOLUTIONS. All prior Ordinances and Resolutions in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

SECTION FOUR: EFFECTIVE DATE. This Resolution shall be in full force and effect upon its passage and approval.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED April 21, 2020

APPROVED April 21, 2020

Kevin Wallace, Village President

ATTEST:

Lorna Giless, Village Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Village Clerk of the Village of Bartlett, Cook, DuPage, and Kane Counties, Illinois, and that the foregoing is a true, complete and exact copy of Resolution 2020- , enacted on April 21, 2020, and approved on April 21, 2020, as the same appeared from the official records of the Village of Bartlett.

Lorna Giless, Village Clerk

DEVELOPER NOTE #4

MEMORANDUM OF PAYMENT NO. 16

Pursuant to the **REDEVELOPMENT AND FINANCING AGREEMENT** (the "Agreement") between the **VILLAGE OF BARTLETT** (the "Village") and **ELMHURST-CHICAGO STONE COMPANY** (the "Developer"), dated November 4, 1999, the Developer hereby submits a signed Memorandum of Payment pursuant to Section 12-2 of said Agreement. Attached to this Memorandum of Payment is the following:

1. Documentation which authorizes and requests partial payment; and
2. Documentation which sets forth payments by the Developer of the invoices for which partial payments is being requested; and
3. Such other documentation as is required by Section 12-1.C of the Agreement.
4. Developer requests payment in the sum of \$ 415,100.00 bearing an interest rate at 7.0% per annum.

ELMHURST-CHICAGO STONE COMPANY

By: _____



Dated: _____

4/7/20

SCHEDULE 1

COST OF THE IMPROVEMENTS

V3	Jack Court Construction Layout	\$	750.00
V3	Spitzer Sanitary & Jack Court CM	\$	30,000.00
Martam	Cook County North Mass Grading	\$	28,507.43
Martam	Jack Court Construction	\$	190,253.95
A-Lamp	Spitzer-Jack Court Sanitary Sewer	\$	165,501.90
	Total	\$	<u>415,013.28</u>

April 13, 2020

Mr. Todd Dowden, Director of Finance

RE: **DEVELOPER NOTE # 4 MEMORANDUM
OF PAYMENT # 16 – RELATIVE TO THE
REDEVELOPMENT AND FINANCING
AGREEMENT BETWEEN THE VILLAGE
OF BARTLETT AND ELMHURST CHICAGO
STONE COMPANY**

Dear Todd:

We are herein submitting information relative to the above referenced payment request for the redevelopment of the Elmhurst Chicago Stone Company property in Bartlett. Included as part of the documentation is:

- The **Developer Note # 4 Memorandum of Payment # 16** from Elmhurst Chicago Stone Company requesting payment in the amount of **\$415,100.00** to reimburse itself for monies spent on the project for the period of **February 8, 2020** through **March 31, 2020**.
- An Owner's Sworn Statement listing the contractors and material suppliers with the total contract price, amounts previously paid, amount to be paid this request and the balance due on each respective contract.

We have also reviewed:

- Executed contracts, agreements for services and purchase orders;
- Contractor invoices, work completion and amounts paid or retained;
- Partial or final waivers of lien and sworn statements for each contractor or vendor receiving payment on this draw.

All documentation provided and reviewed meets the requirements of Section 12-1 of the Redevelopment and Financing Agreement between the Village of Bartlett and Elmhurst Chicago Stone Company.

We have reviewed the certification for V3 Companies, A Lamp Contractors and Martam Construction, Inc. stating that the work has been completed and materials are in place as indicated on the **Developer Note # 4 Memorandum of Payment # 16**. We have also included invoices from firms noted above for professional services. Based on periodic field observations and review of supporting documents submitted, including the invoices for professional services, we concur with the opinion of V3 Companies, A Lamp Contractors and Martam Construction, Inc. that the work has been completed and materials are in place as indicated in the **Developer Note # 4 Memorandum of Payment # 16**, covered by the dates February 8, 2020 through March 31, 2020.

Please contact our office if there are any questions.

Bartlett Village Engineer

A handwritten signature in black ink, appearing to read "Robert Allen". The signature is fluid and cursive, with the first name "Robert" being more prominent than the last name "Allen".

Robert Allen, P.E.

cc: Dan Dinges, P.E., Director of Public Works
Bryan Mraz, Village Attorney



Agenda Item Executive Summary

Item Name An Ordinance to Enact a Traffic Calming Policy Committee Board
or Board Board

BUDGET IMPACT			
Amount:	N/A	Budgeted	N/A
List what fund	N/A		
EXECUTIVE SUMMARY			
<p>The Village of Bartlett is committed to improving the quality of life for its residents through the enhancement of public safety in residential neighborhoods. One recurring safety concern relayed to village staff by residents involves traffic-related complaints and subsequent resident requests for physical changes (lower speed limits, speed bumps/humps, signs, etc.) to be applied to residential streets in order to create a safer neighborhood environment.</p> <p>In order to comprehensively ensure those traffic concerns are being properly addressed, the Bartlett Police Department is requesting the Village Board approve an Ordinance for a Neighborhood Traffic Calming Policy.</p> <p>Traffic calming is the application of traffic engineering and other physical measures designed to control traffic speeds, address traffic volumes, improve safety, and encourage driving behavior appropriate to the environment without creating new traffic problems in the process.</p> <p>The general public is often unaware of professional standards, thresholds, budgetary, or legal requirements which need to be considered prior to the installation of traffic signs, signals, speed bumps/humps, or other physical devices to achieve traffic calming.</p> <p>The policy is intended to provide a framework to guide the Village of Bartlett residents and staff members regarding the formal process that is to be followed for submitting and reviewing requests for traffic calming measures or devices.</p> <p>The policy is not intended to prevent or prohibit the Village from implementing traffic calming measures or installing traffic calming devices without following the guidelines outlined in this policy when there are temporary changes in traffic patterns needed to stage special events or accommodate construction, an obvious safety hazard or a public safety condition.</p> <p>Traffic calming measures considered by the Village under this policy would be guided by legal and professional standards & practices as established by the Institute of Transportation Engineers (ITE), the Manual on Uniform Traffic Control Devices (MUCTD), the Illinois Vehicle Code (IVC), policies from the Illinois Department of Transportation (IDOT) and other industry practices.</p>			
ATTACHMENTS:			
<ul style="list-style-type: none">• Police Department Memorandum 20-18• Ordinance to Enact a Neighborhood Traffic Calming Policy• Neighborhood Traffic Calming Policy			

ACTION REQUESTED

- For Discussion Only
- Resolution
- Ordinance
- Motion

MOTION: I hereby move the approval of Ordinance 2020-____, An Ordinance Approving the Village of Bartlett neighborhood Traffic Calming Policy.

Staff: James J. Durbin, Deputy Chief of Police

Date: April 15, 2020

POLICE DEPARTMENT MEMORANDUM

20-18

DATE: April 15, 2020
TO: Paula Schumacher, Village Administrator
FROM: James J. Durbin, Deputy Chief of Police
RE: Request to approve an Ordinance for a Neighborhood Traffic Calming Policy

The police department is requesting the Village Board approve an Ordinance for a Neighborhood Traffic Calming Policy.

Traffic calming is the application of traffic engineering and other physical measures designed to control traffic speeds, address traffic volumes, improve safety, and encourage driving behavior appropriate to the environment without creating new traffic problems in the process.

Neighborhood traffic safety concerns are high on the list of complaints the police department receives throughout any given year. The neighborhood traffic complaints are often related to speeding autos in residential areas, cut-through traffic avoiding congestion on arterial streets, trucks using non-designated truck routes, or improperly parked vehicles creating unsafe roadway visibility or travel conditions.

Once received, the complaints are addressed in a timely manner by the department's patrol section or traffic unit. Initial response measures typically include extra patrols, increased enforcement actions, speed trailer deployment, speed surveys, and traffic volume counts (commonly referred to as traffic studies).

Follow up activity to these actions often includes a phone call by a supervisor or a traffic unit member to the concerned resident(s) who made the complaint(s) to determine if there has been a noticeable effect on the perceived problem or to provide the resident with data which either refutes or substantiates their complaint. Quite often, the department's initial responses to the complaint achieves the desired effect for both the resident and the police department. However, on occasion, when either the resident's perception to the problem has not changed, similar neighborhood complaints are received through additional sources, or the complaint has been validated through officers' direct observations and/or the collection of data produced by a traffic study, the police department must further its course of action to address the problem.

If additional action is warranted, the police department will continue to deploy all measures available in our "toolbox"—to include consultations with public works staff or traffic engineers to possibly identify physical environment changes within the neighborhood which might help alleviate the issue.

Frequently throughout all stages of the identification, enforcement, review, and follow-up process of addressing the traffic complaint, residents continually press village staff for readily identifiable solutions such as: lower speed limits, stop signs, no turn signs, and speed bumps/humps. Unfortunately, the police department tends to find the resident who made the initial complaint and claims to speak for, "the entire neighborhood who wants a speed bump," has not actually consulted with more than a handful of neighbors.

Additionally, most of the general public is uninformed as to the professional standards, thresholds, or legal requirements which need to be considered prior to the installation of traffic signs, signals, speed

The approval of the Neighborhood Traffic Calming Policy Ordinance will allow village staff to address residents' neighborhood traffic-related safety concerns and requests for traffic calming measures in a more cohesive, organized process. The policy will also provide the Village Board with a standardized referral process for residents' traffic complaints or requests for traffic calming measures voiced at village board meetings or discussed directly with board members.

A Neighborhood Traffic Calming Policy will further serve to educate residents about the concepts related to traffic calming as well as the legal, professional, and industry standards which need to be considered prior to any traffic calming device installation. Most importantly, by design, the policy will ensure that the majority of residents within the particular neighborhood from which a resident is suggesting or seeking traffic calming measures would be afforded equal opportunity to either support or oppose such measure prior to implementation.

MOTION: I hereby move the approval of Ordinance 2020-____, An Ordinance Approving the Village of Bartlett Neighborhood Traffic Calming Policy.

ORDINANCE 2020 - _____

**AN ORDINANCE APPROVING THE VILLAGE OF BARTLETT
NEIGHBORHOOD TRAFFIC CALMING POLICY**

BE IT ORDAINED by the President and Board of Trustees of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois as follows:

SECTION ONE: That the Village of Bartlett Neighborhood Traffic Calming Policy, a copy of which is attached hereto and incorporated herein, is hereby approved.

SECTION TWO: SEVERABILITY. The various provisions of this Ordinance are to be considered as severable, and if any part or portion of this Ordinance shall be held invalid by any Court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions of this Ordinance.

SECTION THREE: REPEAL OF PRIOR ORDINANCES. All prior Ordinances and Resolutions in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

SECTION FOUR: EFFECTIVE DATE. This Ordinance shall become effective ten days after its passage, execution by the Village President and publication in pamphlet form as required by law.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED:

APPROVED:

Kevin Wallace, Village President

ATTEST:

Lorna Giles, Village Clerk

CERTIFICATION

I, Lorna Giles, do hereby certify that I am the Village Clerk of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, and that the foregoing is a true, complete and exact copy of Ordinance 2020-_____ enacted on _____ 2020 and approved on _____, 2020 as the same appears from the official records of the Village of Bartlett.

Lorna Giles, Village Clerk

Village of Bartlett Neighborhood Traffic Calming Policy

Neighborhood Traffic Calming Policy Statement

This policy is intended to provide guidance to Village of Bartlett (Village) residents and staff members regarding the formal process that is to be followed for submitting and reviewing requests for traffic calming measures or devices. It is designed to reduce the negative impact of traffic on neighborhood streets and to improve safety without creating new traffic problems in the process. The process may involve the collection of data and implementation of different strategies for reducing traffic concerns in residential neighborhoods. When investigating traffic concerns, the Village of Bartlett is guided by legal and professional standards and practices as established by the Institute of Transportation Engineers (ITE), the Manual on Uniform Traffic Control Devices (MUTCD), the Illinois Vehicle Code (IVC), policies from the Illinois Department of Transportation (IDOT) and other industry practices.

- This policy is not intended to prevent or prohibit the Village from implementing traffic calming measures or installing traffic calming devices without following the guidelines outlined in this policy when there are temporary changes in traffic patterns needed to stage special events or accommodate construction, or when there is an obvious safety hazard or public safety condition. Examples include, but are not limited to high crash rates and recorded speeds well above a typical residential street.
- The Village will not consider lowering or altering the speed limit below 25 miles per hour on a residential street as established by ordinance and the IVC.
- In the case of traffic calming measures or devices already existing within the Village prior to the acceptance of this policy, those instances of measures or devices will be permitted under this policy. If those traffic calming measures or devices were to be removed, this policy will govern future measures or devices at those specific locations.

Definitions

- **85th Percentile Speed**
The measured speed where 85 percent of the vehicles on the street are traveling at or below. 15 percent of the vehicles using the roadway are therefore traveling at a greater speed.
- **Arterial Street**
Arterial streets are primarily for through traffic, usually on a continuous route moving large volumes of traffic. Arterials should remain free flowing with limited access.
- **Average Daily Traffic (ADT)**
The total number of vehicles that travel along a roadway (both directions combined) during a typical 24-hour period, usually measured on a midweek day (Tuesday, Wednesday or Thursday).
- **Collector Street**
Collector streets serve the internal traffic movement within and between neighborhoods of the Village, and connect local streets with the arterial system.

Village of Bartlett Neighborhood Traffic Calming Policy

- **Contact Person**
The person initiating a request for the installation of traffic calming, or that person's designee.
- **Impact Area**
The area, or neighborhood, that in the opinion of the police department, may be affected by the installation of traffic calming measures.
- **Local Street**
Local streets are primarily for access to residences, businesses, or other abutting property.
- **Median Speed**
Median speed is defined as speed at which the speed distribution is separated into two equal parts.
- **Non-residential Collector Street**
Non-residential collector streets are collector streets that pass through a section of the Village where properties are commercial or industrial.

What is Traffic Calming?

Traffic calming is the combination of mainly physical measures that reduce the negative effects of motor vehicle use, alter driver behavior and improve conditions for non-motorized street users, as defined by the ITE. At times, residents have expressed concerns about speeding, increased traffic volume, and other traffic-related safety issues in their residential neighborhoods. Often, the increase in traffic volume is most likely caused by motorists avoiding construction projects or congestion on arterial streets, re-routed neighborhood traffic due to obstacles at other outlets, or new residential or business developments creating increased traffic.

Traffic Calming Process

This section describes the process, regulations, and requirements of the Village's Neighborhood Traffic Calming Policy.

Street Eligibility

The Village **will not** implement traffic calming measures or devices, or conduct traffic calming studies:

- on Village "arterial" or "collector" streets.
- on roadways owned and maintained by another jurisdiction including, but not limited to the Illinois Department of Transportation (IDOT), Cook County Highway Department, or the DuPage County Division of Transportation (DuDOT).
- on Village streets that have more than two through lanes of traffic.
- on Village streets that modify the vertical grade of the roadway that are considered critical to emergency responses by the Bartlett Fire Protection District.

Village of Bartlett Neighborhood Traffic Calming Policy

The Village also **will not** implement traffic calming measures such as road closures, unwarranted stop signs, “No Thru Traffic” or “Local Traffic Only” signage, turn prohibitions, one-way street designations, or “Children at Play” signage on Village streets.

- In regard to “No Thru Traffic” or “Local Traffic Only” signage, the Village cannot prohibit motorists from using a public roadway. Per the Manual of Uniform Traffic Control Devices (MUTCD), “Local Traffic Only” signs should be used where through traffic must detour to avoid a closing some distance beyond the sign, but where local traffic can move up to point of closure. The sign shall carry the legend “Road Closed [10] Miles Ahead-Local Traffic Only” or, optionally for urban use, “Road (Street) Closed to Thru Traffic”, and should be accompanied by appropriate warning and detour signing. The words “Bridge Out” or “Bridge Closed” may be substituted for “Road Closed” where applicable.
- Turn prohibitions such as “No Right Turn” or “No Left Turn” signs with or without peak hour limitations, and one-way street designations, are not used by the Village to address cut-through traffic concerns due to the high expectation for enforcement, and lack of support from existing neighborhoods unless there is an apparent safety hazard or concern.
- “Children at Play” signs are commonly requested in neighborhoods. However, they are not standard traffic control devices and have not been found to be effective in improving the safety of children. Residential areas commonly have children and the presence of these signs does not necessarily have a long-term effect on driver behavior. The Village’s policy is that such signs will only be installed adjacent to parks where there is an expectation on the driver’s part to see a concentration of children playing.

STEP 1 — Report the Problem

Neighborhood groups, homeowners associations, individual residents or property owners should report traffic-related issues such as speeding, increased traffic volume or safety related problems on their residential street or request the installation of traffic calming measures by contacting the Bartlett Police Department’s Traffic Unit (traffic unit) in writing, email, or by calling (630) 837-0846. All requests must include the requestor’s name (contact person), address and daytime telephone number and/or e-mail address.

The traffic unit will review the request to determine the nature of the alleged problem, gather preliminary data and determine a primary approach in attempt to resolve the issue. Education, enforcement and inexpensive engineering solutions, such as additional signage, striping and pavement markings will be considered before neighborhood groups, homeowners associations, individual residents or property owners are allowed to start the neighborhood traffic calming petition process.

STEP 2 — Neighborhood Traffic Calming Petition Process

If the issue cannot be resolved through education, enforcement or inexpensive engineering solutions, the traffic unit will first review the request with the Bartlett Fire Protection District so it can be given the opportunity to provide input prior to the approval or denial of any traffic calming measures or devices. If the Bartlett Fire Protection District is not opposed to the

Village of Bartlett Neighborhood Traffic Calming Policy

request, the traffic unit will then request the initial contact person who made the complaint or raised the neighborhood traffic concern to begin the neighborhood traffic calming petition process to determine whether there is support from the neighborhood to consider a traffic calming project. It is the responsibility of the contact person to collect a petition from the residents documenting that at least 66 percent of all households, including owners or empty parcels, in the impact area(s) support the installation of the traffic calming measures on the identified street(s). All residents within the impact area shall be presented the opportunity to sign the petition. The police department or the village engineer shall define the impact area considering the location of intersecting roads, land use of nearby properties, and other factors present in the environment.

The contact person must sign the verification statement on each page of the petition stating that the signatures on the petition are valid and represent at least 66 percent of the households and vacant lots within the impact area. Only one signature per household/parcel shall be counted.

STEP 3 — Data Collection

After the neighborhood traffic calming petition is received, the traffic unit will begin a traffic study to observe traffic patterns, line-of-sight conflicts, and collect the three-year traffic crash history, average traffic volume and speed data, including the median speed and 85th percentile speed on the identified street(s). The results will be shared with the Village of Bartlett Public Works Department (public works) and the village engineer.

Speeding Problem Thresholds:

- The speed criteria considers the difference between the posted speed limit and the measured speed of vehicles over an averaged 24-hour period. To be considered, the 85th percentile speed along the street must exceed the speed limit by at least eight (8) miles per hour or the median speed must be at least 5 miles per hour over the posted speed limit.
- Village staff shall consider the type of neighborhood and the type of special conditions within the neighborhood such as schools within a 1,000 foot radius of the project street, special pedestrian generators within a 1,000-foot radius of the project street (libraries, parks, neighbor shops, etc.), and the absence of sidewalks on the project street.
- Village staff shall also consider all speed-related motor vehicle crashes at intersections or at mid-block locations. The street must have had three or more speed-related motor vehicles crashes within the past three years.

High Volume Problem Threshold:

- In some cases, the reported problem is related to the volume of traffic on the residential street instead of the speed. Traffic volumes on the proposed street must be more than 400 vehicles per day but less than 4,000 vehicle per day to be eligible for traffic calming measures or devices.

Village of Bartlett Neighborhood Traffic Calming Policy

Stop Sign Thresholds:

- All stop sign requests shall be in accordance with the guidance from the MUTCD. The MUTCD indicates that yield or stop signs should not be used for speed control.

The installation of stop signs on public roadways is a common request made to control traffic speeds on residential roadways. However, the purpose of stop signs is to manage traffic at an intersection, not to slow down traffic. The perception is that people will stop for the signs therefore lowering the speed along the roadway.

STEP 4 — Recommendation and Approval:

If the traffic study allows for traffic calming measures or devices to be implemented, the police department and public works department will further evaluate the type of measure(s) that may be appropriate by carefully weighing the advantages and disadvantages of each measure or device. The police department will then prepare a recommended course of action to be presented to the Village Administration for final review.

If appropriate traffic calming measures or devices cannot be accommodated for any reason, the neighborhood traffic calming petition shall be rejected. Upon rejection, the street or intersection for which the petition is requesting traffic calming measures or devices will be ineligible for further traffic evaluation for a 12 month period. The street or intersection in question may be re-evaluated after a 12 month period using the criteria contained in the Village's traffic calming policy unless there is a need to reevaluate it sooner due to a significant increase of motor vehicle crashes or other safety concerns.

The Village Board will review the staff's recommendations regarding any traffic calming measure or device installation for final approval. Residents within the impact area of any traffic calming project area are invited to attend the Village Board meeting for public comment.

Temporary Traffic Calming Devices and Measures

Whenever possible and practical, Village staff may decide to phase in or install inexpensive temporary traffic calming measures or devices to ensure that the measures or devices will achieve the intended results prior to committing funding to construct permanent traffic calming measures or devices. A temporary installation also provides an opportunity to alter the geometrics of a measure or device or make other changes prior to permanent installation. Temporary measures or devices should resemble permanent measures or devices whenever possible.

If the temporary traffic calming devices or measures do not achieve the desired result of reducing the traffic-related issue, the Village shall remove the temporary traffic calming measures or devices without moving forward with the installation of the permanent traffic calming measures or devices.

Village of Bartlett Neighborhood Traffic Calming Policy

Cost Responsibility

The cost of installing traffic calming measures or devices on public roadways shall be financed by the Village and shall be constructed as funds become available and allocated in the Village's annual budget on a case by case basis.

Removal of a Traffic Calming Device

Permanent traffic calming measures or devices shall be in place for a minimum of 12 months prior to consideration for removal. The procedure for removal of traffic calming measures or devices requested by residents of a project area shall be the same as the installation procedure. Documented and identified conditions considered in the installation of the measure or device shall have changed such that it is warranted for removal of the measure(s), and no negative traffic impact shall be apparent as requisites for removal. The Village shall be responsible for the cost of removing traffic calming measures or devices and restoring the pavement.



Agenda Item Executive Summary

Item Name Approval of an Intergovernmental Agreement
with the City of Elgin for the Reimbursement of Committee Board
Costs for the Resurfacing of Lambert Road or Board

BUDGET IMPACT

Amount:	N/A	Budgeted	N/A
List what fund	MFT		

EXECUTIVE SUMMARY

In the upcoming 2020/21 Fiscal Year, the Village of Bartlett plans to utilize a portion of its Motor Fuel Tax (MFT) funds for the resurfacing of Lambert Lane. Village Staff reached out to the City of Elgin to see if they had interest in resurfacing the portion of Lambert Lane that falls in their jurisdiction from Belcourt Lane to Lake Street. The City of Elgin has expressed interest in participating in reimbursing us for their share of the costs of resurfacing the road. Doing both municipalities' portions of the road at once will be more cost effective, and will bring less stress on the surrounding roads as opposed to doing one section one year, and then the other section a different year.

The Village oversees the construction of all roads resurfaced through the MFT Program each fiscal year. If the Village Board approves the attached Intergovernmental Agreement, the Village will also observe and oversee the resurfacing of the portion of Lambert Lane within Elgin's jurisdiction in the limits addressed above. A location map is attached for your review. In the IGA, the City of Elgin will be responsible for reimbursing the Village the quantities used for their portion at the unit prices provided by the Contractor awarded the Resurfacing Contract for the Village of Bartlett.

RECOMMENDATION

Staff recommends passing of the Resolution and entering into an Intergovernmental Agreement with the City of Elgin for the reimbursement of costs for the resurfacing of Lambert Lane.

ATTACHMENTS (PLEASE LIST)

Memo
Resolution
Agreement

ACTION REQUESTED

For Discussion Only

- ✓ Resolution
- Ordinance
- ✓ Motion: **MOTION TO APPROVE RESOLUTION #2020- _____-R, A RESOLUTION APPROVING OF THE INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF ELGIN AND THE VILLAGE OF BARTLETT FOR THE SETTING AND SHARING OF COSTS FOR THE RESURFACING OF LAMBERT LANE IN BOTH MUNICIPALITIES**

Staff: Dan Dinges, Director of Public Works Date: 4/14/2020

Memo

To: Paula Schumacher, Village Administrator
From: Dan Dinges, Director of Public Works
Subject: **Approval of an Intergovernmental Agreement with the City of Elgin for the Reimbursement of Costs for the Resurfacing of Lambert Lane**
Date: April 14, 2020

BACKGROUND

In the upcoming 2020/21 Fiscal Year, the Village of Bartlett plans to utilize a portion of its Motor Fuel Tax (MFT) funds for the resurfacing of Lambert Lane. Village Staff reached out to the City of Elgin to see if they had interest in resurfacing the portion of Lambert Lane that falls in their jurisdiction from Belcourt Lane to Lake Street. The City of Elgin has expressed interest in participating in reimbursing us for their share of the costs of resurfacing the road. Doing both municipalities' portions of the road at once will be more cost effective, and will bring less stress on the surrounding roads as opposed to doing one section one year, and then the other section a different year.

The Village oversees the construction of all roads resurfaced through the MFT Program each fiscal year. If the Village Board approves the attached Intergovernmental Agreement, the Village will also observe and oversee the resurfacing of the portion of Lambert Lane within Elgin's jurisdiction in the limits addressed above. A location map is attached for your review. In the IGA, the City of Elgin will be responsible for reimbursing the Village the quantities used for their portion at the unit prices provided by the Contractor awarded the Resurfacing Contract for the Village of Bartlett.

RECOMMENDATION

Staff recommends passing of the Resolution and entering into an Intergovernmental Agreement with the City of Elgin for the reimbursement of costs for the resurfacing of Lambert Lane.

MOTION

MOTION TO APPROVE RESOLUTION #2020- ____-R, A RESOLUTION APPROVING OF THE INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF ELGIN AND THE VILLAGE OF BARTLETT FOR THE SETTING AND SHARING OF COSTS FOR THE RESURFACING OF LAMBERT LANE IN BOTH MUNICIPALITIES

RESOLUTION 2020 - _____

**A RESOLUTION APPROVING AN INTERGOVERNMENTAL AGREEMENT
BETWEEN THE CITY OF ELGIN AND THE VILLAGE OF BARTLETT FOR THE
SETTING AND SHARING OF COSTS FOR THE RESURFACING OF LAMBERT
LANE IN BOTH MUNICIPALITIES**

WHEREAS, the Village of Bartlett and the City of Elgin (collectively known as the “Municipalities”) are desirous of participating in the resurfacing of Lambert Lane between both Municipalities which would enhance the health, safety and welfare of both municipalities; and

WHEREAS, both Municipalities are provided with Motor Fuel Tax funds from the State of Illinois for repairing of local roads; and

WHEREAS, both municipalities concur that a joint resurfacing project for Lambert Lane between the communities would be beneficial as a cost-savings measure;

NOW THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, as follows:

SECTION ONE: The Intergovernmental Agreement Between the City of Elgin and the Village of Bartlett for the Setting and Sharing of Costs for the Resurfacing of Lambert Lane in both municipalities, a true and correct copy of which is attached hereto, be and the same is hereby approved.

SECTION TWO: That the Village President and the Village Clerk are hereby authorized and directed to sign and attest, respectively, the Agreement on behalf of the Village of Bartlett.

SECTION THREE: SEVERABILITY. The various provisions of this Resolution are to be considered as severable, and of any part or portion of this Resolution

shall be held invalid by any Court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions of this Resolution.

SECTION FOUR: REPEAL OF PRIOR RESOLUTIONS. All prior Ordinances and Resolutions in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

SECTION FIVE: EFFECTIVE DATE. This Resolution shall be in full force and effect upon passage and approval.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: April 21, 2020

APPROVED: April 21, 2020

ATTEST: Kevin Wallace, Village President

Lorna Gilles, Village Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Village Clerk of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, and that the foregoing is a true, complete and exact copy of Resolution 2020 - _____ enacted on April 21, 2020, and approved on April 21, 2020, as the same appears from the official records of the Village of Bartlett.

Lorna Gilles, Village Clerk

**INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF ELGIN AND THE
VILLAGE OF BARTLETT FOR THE COSTS ASSOCIATED WITH THE
RESURFACING OF LAMBERT LANE**

This Agreement is entered into by and between the Village of Bartlett, a home rule municipal corporation of Cook, DuPage and Kane Counties, Illinois (the "Village"), and the City of Elgin, a home rule municipal corporation of Cook and Kane Counties, Illinois (the "City"), collectively known as the "Municipalities".

- A. The Municipalities shall approve Motor Fuel Tax (MFT) Resolutions through the Illinois Department of Transportation (IDOT).
- B. The Municipalities believe it to be in the best interests to have the entire length of Lambert Lane resurfaced from Spaulding Road to Lake Street (US Route 20) (the "Project"). The majority of which is in Bartlett's jurisdiction with the northern portion from Belcourt Lane to Route 20 within Elgin's boundaries. Such portion of Lambert Lane within Elgin boundaries is hereinafter referred to as the "Elgin Portion of Lambert Lane".
- C. The Project includes removing and replacing asphalt, manhole adjustments and curb and gutter.
- D. The Village of Bartlett has included the Elgin Portion of Lambert Lane in its bid for its MFT Resurfacing Project 2020 Various Streets and shall select the low and responsive bidder (the contract with such bidder pursuant to such bid is hereinafter referred to as the "Contract").
- E. The Village of Bartlett shall oversee the Project and manage the Contract with the Contractor selected as part of its annual MFT Resurfacing Project. Such Village management and oversight shall include, but is not limited to, construction observation, inspections and testing. The Elgin Portion of Lambert Lane shall be resurfaced and improved as provided in the Contract.
- F. The low responsive bid for the Contract for the entire Village MFT 2020 Resurfacing Project Various Streets is in the amount of \$1,650,403.44. Based upon the terms of the bid and the Contract and the quantities for the Elgin Portion of Lambert Lane, the cost to the City for the resurfacing and associated improvements to the Elgin Portion of Lambert Lane pursuant to this Agreement is currently calculated as \$66,636.78. The calculation of such cost to the City for the Elgin Portion of Lambert Lane is attached hereto as Attachment A. The City of Elgin shall reimburse the cost of the unit pricing for the section of the Elgin Portion of Lambert Lane being resurfaced within its jurisdiction. The Village will provide the City with copies of the certified payrolls and unit pricing for the materials used. The City shall then reimburse the Village within thirty (30) days of paying the

Contractor. The Village shall be responsible for all other costs of the Contract and for the Village MFT 2020 Resurfacing Project Various Streets.

- G. The Contract and the work performed pursuant thereto shall be in compliance with all applicable requirements of law.
- H. At the request of the City, the Village shall assign to the City any warranties from the Contactor with respect to the Elgin Portion of Lambert Lane.
- I. This Agreement is not intended nor shall be construed as creating a partnership, joint venture or employment relationship between the parties.
- J. Any amendments to this Agreement must be in writing and signed by both parties.
- K. This Agreement will be binding upon and insure to the benefit of any successor governmental entity which shall assume and perform the duties of either party without the prior written consent of the other party to this Agreement. This Agreement may not be assigned without the written consent of the non-assigning party.
- L. The invalidity of any provision of this Agreement will not impair the validity of any other provision. If any provision of this Agreement is determined by a court of competent jurisdiction to be unenforceable, that provision will be deemed severable and the Agreement may be enforced with the provision severed or modified by the court.
- M. This Agreement will be interpreted and construed in accordance with the laws of the State of Illinois.
- N. Notices hereunder shall be made to the Manager of the municipality to which the notice is directed by personal service or certified mail, return receipt requested, delivered to the addressee only.

IN WITNESS WHEREOF, the parties hereto affixed their hands and seals pursuant to an approving resolution of the corporate authorities of the Villages.

VILLAGE OF BARTLETT

CITY OF ELGIN

Kevin Wallace
Village President

David Kaptain
Mayor

Date

Date

ATTEST:

Lorna Giles
Village Clerk

Kimberly Dewis
City Clerk

Date

Date

ATTACHMENT A

INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF ELGIN AND THE VILLAGE OF BARTLETT FOR THE COSTS ASSOCIATED WITH THE RESURFACING OF LAMBERT LANE

Elgin Portion of Lambert Lane Estimated Costs based on Contract Quantities

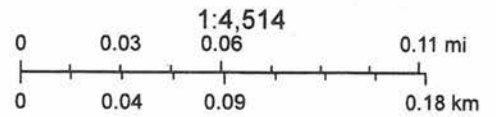
Reqd Items	Item No.	Items	Unit	Quantity	Unit Price	Total
X	1	1HMA SURF REM, VARIABLE	SY	3066	\$1.65	\$5,058.90
	2	2 HMA SURFACE REMOVAL, 2"	SY	0	\$1.65	\$0.00
	3	3 HMA PART. DEPTH PATCH 3"	SY	0	\$30.00	\$0.00
	4	4 PCC DRIVEWAY REM. & REPL. 6"	SY	0	\$70.04	\$0.00
	5	5 HMA DRIVE REM. & REPL.	SY	0	\$30.00	\$0.00
X	6	6 BIT. MATLS. (TACK COAT)	LBS	5340	\$0.10	\$534.00
X	7	7 POLY LEV BIN MM N50 IL.-4. 75, N50	TON	249	\$85.00	\$21,165.00
X	8	8 HMA SURF. CRS. MIX "D" N50-1-1/2"	TON	498	\$73.00	\$36,354.00
	9	9 COMBCONCC&G R&RM3:12	FT	0	\$26.78	\$0.00
	10	10 COMBCONCC&G R&RM6:12	FT	0	\$28.27	\$0.00
	11	11 COMBCONCC&G R&RM6:18	FT	0	\$30.90	\$0.00
	12	12 DRAINAGE STRUCTURE ADJ	EA	0	\$309.00	\$0.00
X	13	13 MANHOLE TO BE ADJUSTED	EA	4	\$515.00	\$2,060.00
	14	14 PCC SIDEWALK REM. & REPL.	SF	0	\$7.10	\$0.00
	15	15 DETECTABLE WARNING PANELS	SF	0	\$20.60	\$0.00
	16	16 TOPSOIL AND SOD	SY	0	\$8.75	\$0.00
	17	17 TEMPORARY PAVEMENT MARKING	FT	0	\$1.50	\$0.00
X	18	18 THERMOPLASTIC L & S	SF	72.8	\$4.12	\$299.94
X	19	19 THERMOPLASTIC LINE 4"	FT	1159	\$0.56	\$649.04
X	20	20 THERMOPLASTIC LINE 6"	FT	576	\$0.77	\$443.52
X	21	21 THERMOPLASTIC LINE 12"	FT	47	\$1.54	\$72.38
	22	22 THERMOPLASTIC LINE 24"	FT	0	\$4.12	\$0.00
	23	23 INFORMATION SIGN	EA	0	\$278.10	\$0.00
	24	24 TCPHWY. STA. 701501	LS	0	\$28,700.00	\$0.00
	25	25 TCPHWY. STA. 701701	LS	0	\$1.03	\$0.00
	26	26 TCPHWY. STA. 701801	LS	0	\$2,060.00	\$0.00
	27	27 TCPHWY. STA. 701901	LS	0	\$1.03	\$0.00
Elgin Portion of Lambert Lane Total Estimate =						\$66,636.78

ArcGIS Web Map



2/24/2020, 11:06:51 AM

 Municipal Boundaries



Memo

To: Paula Schumacher, Village Administrator
From: Dan Dinges, Director of Public Works
Subject: **FY 2020-21 DuPage Salt Purchase**
Date: April 13, 2020

Staff received all the necessary information regarding the contract for road salt through the County of DuPage Joint Purchase Program.

Compass Minerals America, Inc. was awarded the contract for road salt. The cost per ton, delivered to Bartlett is \$81.13, a decrease from \$82.96 the previous year. This bid from Compass Minerals America, Inc. represents the purchase of up to 1,300 tons for the 2020-21 season. We also will be procuring up to an additional 1,200 tons through the State Joint Purchase Program, which Staff suspects will also decrease from the previous year's \$96.25 per ton. Our total cost for salt this year was budgeted at \$180,000 for ~ 2,500 tons, due to the increase in the previous fiscal year. The bid tally sheet and agreement are attached for review.

Staff recommends the Village of Bartlett continue to participate in the County of DuPage Joint Purchase Program for road salt through Compass Minerals America, Inc.

Motion

Motion to approve Resolution #2020- -R, A RESOLUTION AUTHORIZING THE PURCHASE OF UP TO 1,300 TONS OF SALT FROM COMPASS MINERALS AMERICA, INC.

RESOLUTION 2020 - _____

A RESOLUTION AUTHORIZING THE PURCHASE OF UP TO 1,300 TONS OF ROAD SALT FROM COMPASS MINERALS AMERICA, INC.

BE IT RESOLVED by the President and Board of Trustees of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, as follows:

SECTION ONE: The 2020-21 Bulk Road Salt Purchase is awarded to Compass Minerals America, Inc., being the lowest responsible and responsive bidder through the DuPage County Procurement Services Division, for up to 1,300 tons of salt at \$81.13/ton with a total sum of \$105,469.00.

SECTION TWO: The Bulk Road Salt Purchase Agreement dated April 21, 2020, between Compass Minerals America, Inc. and the Village of Bartlett (the "Agreement"), a copy of which is appended hereto and expressly incorporated herein by this reference, is hereby approved.

SECTION THREE: That the Village President and the Village Clerk are hereby authorized and directed to sign and attest, respectively, the Agreement on behalf of the Village of Bartlett.

SECTION FOUR: SEVERABILITY. The various provisions of this Resolution are to be considered as severable, and of any part or portion of this Resolution shall be held invalid by any Court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions of this Resolution.

SECTION FIVE: REPEAL OF PRIOR RESOLUTIONS. All prior Ordinances and Resolutions in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

SECTION SIX: EFFECTIVE DATE. This Resolution shall be in full force and effect upon passage and approval.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: April 21, 2020

APPROVED: April 21, 2020

Kevin Wallace, Village President

ATTEST:

Lorna Gilles, Village Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Village Clerk of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, and that the foregoing is a true, complete and exact copy of Resolution 2020 - _____ enacted on April 21, 2020, and approved on April 21, 2020, as the same appears from the official records of the Village of Bartlett.

Lorna Gilles, Village Clerk

**CONTRACT AGREEMENT FOR THE PURCHASE OF UP TO 1,300 TONS OF SALT
BETWEEN COMPASS MINERALS AMERICA, INC. AND THE VILLAGE OF
BARTLETT FOR THE FY 2020-21**

THIS AGREEMENT is entered into this 21st day of April, 2020, between the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, a body corporate and politic (hereinafter referred to as the "Village"), and Compass Minerals America, Inc., licensed to do business in the State of Illinois, located at 9900 West 109th Street, Suite 100, Overland Park, Kansas, 66210 (hereinafter referred to as the "Contractor").

RECITALS

WHEREAS, the Village requires the goods and/or services specified in DuPage County Bid #20-035-DOT for its Public Works Department snow removal services; and

WHEREAS, the Contractor is the vendor selected pursuant to the bid process and is willing to perform under the terms of the Bid and this Contract.

NOW THEREFORE, in consideration of the premises and mutual covenants contained herein, the parties agree that:

1.0 CONTRACT DOCUMENTS

1.1 This Contract includes all the following component parts, all of which are fully incorporated herein and made part of the obligations undertaken by the parties:

- 1.1a Bid Invitation
- 1.1b Project Information
- 1.1c Instructions to Bidders
- 1.1d General Conditions
- 1.1e Special Conditions
- 1.1f Insurance/Bonding Requirements and Certificates
- 1.1g Bid Form
- 1.1h Specifications including addenda
- 1.1i Exhibits
- 1.1j County Purchase Order

1.2 All documents are or will be on file at the Public Works Department, 1150 Bittersweet Drive, Bartlett, Illinois 60103.

1.3 In the event of a conflict between any of the above documents, the documents control from top to bottom; i.e., "a" controls over "b".

2.0 DURATION OF THIS CONTRACT

2.1 Unless terminated as provided in the Bid Invitation, the term of this Contract shall be a one (1) year period beginning on May 1, 2020 and continuing through April 30, 2021.

2.2 The Contract term is subject to renewal per the Bid Invitation Specifications.

2.3 In no event, shall the term plus renewals exceed four (4) years.

3.0 TERMINATION

3.1 Except as otherwise set forth in this Agreement, either party shall have the right to terminate this Agreement for any cause or without cause thirty (30) days after having served written notice upon the other party, except in the event of Vendor's insolvency, bankruptcy or receivership, in which case termination shall be effective immediately upon receipt of notice.

3.2 Upon such termination, the liabilities of the parties to this Agreement shall cease, but they shall not be relieved of the duty to perform their obligations up to the date of termination, or to pay for deliverables tendered prior to termination. There shall be no termination expenses.

3.3 Upon termination of this Agreement, all data, work, products, reports and documents produced, because of this Agreement, shall become the property of the Village. Further, Contractor shall provide all deliverables within fourteen (14) days of termination in accordance with the other provisions of this Agreement.

4.0 BID PRICES AND PAYMENT

4.1 The Contractor shall provide the required goods and/or services described in the Bid Specifications for the prices quoted on the Bid Form.

4.2 The Contractor shall provide the Bulk Rock Salt at the cost of \$81.13/Ton.

4.3 The Village shall make payments pursuant to the Illinois Local Government Prompt Payment Act, except that no payment shall be approved where the Contractor has failed to comply with certified payroll requirements of the Illinois Prevailing Wage Act or Davis Bacon Act.

5.0 AMENDMENTS

5.1 This Contract may be amended by mutual agreement.

5.2 All amendments will conform to State of Illinois Statutes and Village procedures for Change Orders.

6.0 CONTRACT ENFORCEMENT – ATTORNEY'S FEES

6.1 If the Village is required to take legal action to enforce performance of any of the terms, provisions, covenants and conditions of this Contract, and by reason thereof, the Village is required to use the services of an attorney, including the States Attorney, then the Village shall be entitled to reasonable attorney's fees and all expenses and costs incurred by the Village pertaining thereto and in enforcement of any remedy, including costs and fees relating to any appeal.

7.0 SEVERABILITY

7.1 If any section, paragraph, clause, phrase or portion of this Contract is for any reason determined by a court of competent jurisdiction to be invalid and unenforceable, such portion shall be deemed separate, distinct and an independent provision, and the court's determination shall not affect the validity or enforceability of the remaining portions of this Contract.

8.0 GOVERNING LAW

8.1 This Contract shall be governed by the laws of the State of Illinois both as to interpretation and enforcement, Venue for all disputes will be exclusively in the circuit court for the Eighteenth Judicial Circuit in DuPage County, Illinois and that Illinois law will control.

9.0 ENTIRE AGREEMENT

9.1 This Contract, including the documents listed in 1.0, contains the entire agreement between the parties.

9.2 There are no covenants, promises, conditions, or understandings; either oral or written, other than those contained herein.

IN WITNESS, WHEREOF, the parties set their hands and seals as of the date first written above.

VILLAGE OF BARTLETT

COMPASS MINERALS AMERICA, INC.

Kevin Wallace
Village President

Date

Date

ATTEST:

Lorna Gilles
Village Clerk

Date

Date



THE COUNTY OF DUPAGE
FINANCE - PROCUREMENT
BULK ROCK SALT 20-035-DOT
BID TABULATION

No.	Item	Unit	Qty	COMPASS MINERALS AMERICA INC.		DETROIT SALT COMPANY		MORTON SALT, INC.		CARGILL INC	
				Price	Extended Price	Price	Extended Price	Price	Extended Price	Price	Extended Price
1	Group 1 - DuPage County Standard Delivery	Ton	15,000	\$ 81.13	\$ 1,216,950.00	\$ 82.63	\$ 1,239,450.00	\$ 88.87	\$ 1,333,050.00	\$ 93.41	\$ 1,401,150.00
2	Purchase for 130% -150% of Projected Usage	Ton	1	\$ 91.13		\$ 98.35		No Bid		\$ 113.41	
GRAND TOTAL GROUP 1					\$ 1,216,950.00		\$ 1,239,450.00		\$ 1,333,050.00		\$ 1,401,150.00
3	Group 2A - Townships/Municipalities Early Delivery	Ton	4,000	\$ 85.11	\$ 340,440.00	\$ 82.63	\$ 330,520.00	\$ 84.23	\$ 336,920.00	\$ 93.41	\$ 373,640.00
4	Group 2B - Townships/Municipalities Standard Delivery	Ton	55,020	\$ 81.13	\$ 4,463,772.60	\$ 82.63	\$ 4,546,302.60	\$ 88.87	\$ 4,889,627.40	\$ 93.41	\$ 5,139,418.20
5	Purchase for 130% -150% of Projected Usage	Ton	1	\$ 91.13		\$ 98.35		No Bid		\$ 113.41	
GRAND TOTAL GROUP 2					\$ 4,804,212.60		\$ 4,876,822.60		\$ 5,226,547.40		\$ 5,513,058.20

NOTES
 1) For both Group 1 – DuPage County and Group 2 – Townships/Municipalities, the minimum contract commitment is eighty percent (80%) of the standard delivery quantity.

Invitations Sent	5
Potential Bidders Requesting Bid Documents	15
Total Bid Responses Received	4
Bid Opening Attended	DW, JM