

# Village of Itasca

550 W. Irving Park Rd., Itasca, Illinois 60143-2018

## Village Board Meeting Agenda

February 2, 2016

7:00 p.m.

President: Jeffery J. Pruyn  
Trustees: Jeff Aiani  
Marty Hower  
Michael J. Latoria  
Ellen Leahy  
Frank J. Madaras  
Lucy Santorsola  
Clerk: Melody J. Craven  
Administrator: Evan Teich

Phone: 630.773.0835  
FAX: 630.773.2505

1. Call to Order; Roll Call
2. Pledge of Allegiance
3. Audience Participation
4. Presentation of Village Board Meeting minutes of January 19, 2016.
5. President's Comments
  - a. Promotion/Appointment and Oath of Office administered to Officer Timothy Mace to the rank of Sergeant
  - b. Discussion and possible action regarding Resolution #838-16 "A Resolution Relating to Termination of Participation by Elected Officials in the Illinois Municipal Retirement Fund (IMRF)" for the position of Village Clerk.
  - c. Discussion concerning joining other communities in opposition to the installation of new 130-150 ft. tall power poles along Thorndale Avenue (IL Rt. 390).

6. Committee Reports:

Community Development Committee:

Chairperson – Trustee Mike Latoria

- a. Discussion and possible action concerning a New Business Application Request for Associated Fastening Products, Inc., a company specializing in wholesale distribution of fastening products, seeking to relocate from Elk Grove Village to 700 Hilltop Drive in Itasca as recommended by the Community Development Department.
- b. Discussion and possible action concerning a Refund Order of Cash Performance/Road Bond for Permit No. 19623 to Commercial Builders for commercial interior alterations at 1250 N. Arlington Heights Rd, Suite #170 in the amount of \$550.00 as recommended by the Community Development Department.

- c. Discussion and possible action concerning a Refund Order of Cash Performance/Road Bond for Permit No. 19641 to Oce North America for industrial interior alteration at 1800 Bruning in the amount of \$1,000.00 as recommended by the Community Development Department.
- d. Discussion and possible action concerning a Refund Order of Cash Performance/Road Bond for Permit No. 19653 to T.J. Browne Construction for commercial interior alteration at 900 N. Arlington Heights Rd., Suite #350 in the amount of \$550.00 as recommended by the Community Development Department.
- e. Discussion and possible action concerning a Refund Order of Cash Performance/Road Bond for Permit No. 20844 to Armstrong Aerospace for stormwater permit at 1437 Harmony Court in the amount of \$13,162.00 as recommended by the Community Development Department.
- f. Discussion and possible action concerning a Refund Order of Cash Performance/Road Bond for Permit No. 19548 to Yale Equipment for industrial interior alteration at 1151 W. Bryn Mawr Avenue in the amount of \$550.00 as recommended by the Community Development Department.
- g. Discussion and possible action concerning a Refund Order of Cash Performance/Road Bond for Permit No. 23706 to Franklin Properties for construction of new single family home at 315 N. Willow Street in the amount of \$1,350.00 as recommended by the Community Development Department.
- h. Discussion and possible action concerning a Refund Order of Cash Performance/Road Bond for Permit No. 23835 to Kenilworth Investments LLC for construction of a new single family home at 321 S. Cherry Street in the amount of \$1,350.00 as recommended by the Community Development Department.

Administration Committee:

Chairperson –Trustee Lucy Santorsola

- a. Discussion and possible action concerning an amendment to the holiday schedule to eliminate Columbus Day and add Christmas Eve.

Environment Committee:

Chairperson – Trustee Ellen Leahy

Public Safety Committee:

Chairperson – Trustee Frank Madaras

Public Works/Infrastructure Committee:

Chairperson – Trustee Jeff Aiani

Finance Committee:

Chairperson – Trustee Marty Hower

- a. Presentation of Clerk’s Report for December 2015.

7. Consent Agenda:

- a. Approval of Resolution #839-16 “ A Resolution Authorizing Task Order 13-604 Between the Village of Itasca and Robinson Engineering, Ltd. for Services Related to the Construction of the IL Rt. 390 (Elgin O’Hare Expressway).”

8. Voucher dated February 2, 2016.
9. Department Head Reports
10. Executive Session
11. Adjournment

  
Evan Teich, Village Administrator

  
Melody J. Craven, Village Clerk

## VILLAGE OF ITASCA BOARD OF TRUSTEES MEETING MINUTES

January 19, 2016 – 7:00PM

- Call to Order:** Mayor Jeff Pruyn called the meeting to order at 7:09PM.
- Roll Call:** Present: Trustees – Marty Hower, Jeff Aiani, Mike Latoria, Frank Madaras, and Lucy Santorsola; Village Clerk – Melody Craven.
- Also present: Village Administrator – Evan Teich; Chief of Police – Robert O'Connor; Community Development Director – Nancy Hill; Director of Public Works – Ross Hitchcock; Village Engineering Consultant – Al Stefan; Village Attorney – Chuck Hervas.
- Absent: Trustee Ellen Leahy
- Pledge of Allegiance:** Mayor Pruyn led everyone in saying the Pledge of Allegiance.
- Audience Participation:** None.
- Late Arrival:** Trustee Latoria arrived at 7:20PM.
- Minutes:**  
(January 5, 2016) Mayor Pruyn asked if there were any questions or corrections regarding or corrections to the Village Board Meeting minutes of January 5, 2016 as presented. Hearing none, Trustee Santorsola made a motion to approve said minutes; Trustee Hower seconded the motion. Motion carried by a unanimous voice vote.
- President's Comments:**  
(Fourth of July 2016 Event Budget) Mayor Pruyn presented discussion and possible action concerning 4th of July 2016 event budget. Mr. Rick Staback of Hamilton Partners presented a proposed budget for the 2016 event. This will be the 19<sup>th</sup> Fourth of July event that the Village has hosted. This year Hamilton Lakes Drive is complete and the new Piedmont parking lot is complete which will both be very beneficial to this year's event. Hamilton Parkway is not yet dedicated, so Hamilton Partners will need the assistance of IDOT in obtaining any necessary road closures.
- Mr. Staback requested \$77,000 in cash for the budget in addition to fire, police and public works assistance. Hamilton Partners has historically been a large cash contributor to the event. In total Hamilton Partners contributed approximately \$50,000 to \$55,000 in hard costs and soft costs. This year the goal is being scaled back to normalcy. Mr. Staback reported that Hamilton Partners signed "Maggie Speaks" again for this year and said that this group had been very popular in the past with those that attended. The proposed budget is similar to the

2014 budget (per Mayor Pruyn and Trustee Hower).

The contract for fireworks is written so that, should it rain and the fireworks show is cancelled, the Village would only be responsible for 30% of the \$77,000.

Mayor Pruyn thanked Mr. Staback and Hamilton Partners for their contribution toward the event.

Trustee Santorsola made a motion to approve the 2016 Fourth of July budget as proposed by Hamilton Partners; Trustee Hower seconded the motion. Roll Call Vote: Ayes – Trustees Aiani, Madaras, Latoria and Santorsola; Nays – None; Absent – Trustee Leahy; Abstain – None. Motion carried.

(Holiday Inn – Billboard Usage Penalty)

Mayor Pruyn presented discussion and possible action regarding agreement with Holiday Inn related to billboard usage penalty. Mayor Pruyn and Evan Teich have been negotiating with the current general manager. Holiday Inn has offered \$15,000 in penalties to solve the penalty issue. Mayor Pruyn and Mr. Teich recommend that the Board accept this offer.

A representative of the billboard company contacted Village Attorney Chuck Hervas and asked for the agreement between Holiday Inn and the Village of Itasca.

Trustee Hower made a motion to accept the \$15,000 to settle the billboard usage penalty; Trustee Santorsola seconded the motion. Roll Call Vote: Ayes – Trustees Aiani, Madaras, Latoria and Santorsola; Nays – None; Absent – Trustee Leahy; Abstain – None. Motion carried.

Mayor Pruyn presented discussion regarding SOC (Suburban O'Hare Commission) funding for the consultant, JDA Aviation Technology Solutions, for the next phase of work related to the proposed O'Hare Fly Quiet program.

(Suburban O'Hare Commission)

The SOC (Suburban O'Hare Commission) approved a contract and hired JDA Aviation Technology Solutions to model the Fly Quiet alternatives at a cost of \$130,000. Mayor Pruyn previously pledged \$15,000 toward. Mayor asked the Board to allocate an additional \$25,000 in this year's budget toward assist in the funding of these studies. Mayor asked Mr. Teich to put \$50,000 in next year's budget. There is another proposed contract forthcoming at an additional cost of \$130,000, but it had not yet been approved. The 11 communities participating in SOC are interested in continuing the studies. Mayor Pruyn stated that SOC's only expense currently is JDA Aviation Technology Solutions and their attorney.

**Community Development Committee:**

Trustee Latoria, Chairperson  
(New Business Application Request – 900 N. Arlington Heights Rd., Suite 36)

Trustee Latoria presented discussion and possible action concerning a New Business Application Request for V&V Enterprises Inc., DBA Bluegrace ORD, a transportation company to be located at 900 N. Arlington Heights Rd., Suite 36. Hearing no objections, Trustee Latoria made a motion to approve the New Business Application for V&V Enterprises Inc.; Trustee Madaras seconded the motion. Motion approved by unanimous voice vote.

**Administration Committee:**

Trustee Santorsola, Chairperson  
(Itasca M.A.R.K.E.T. Event – Special Event Insurance Policy)

Trustee Santorsola presented discussion and possible action concerning obtaining a special event insurance policy for the Itasca M.A.R.K.E.T. event. Trustee Santorsola referred to a memorandum to the Board from Cristina White, HR/Risk Management Coordinator. Ms. White was present. Ms. White noted that if a vendor is serving liquor, then they would be required to obtain a separate liquor liability insurance policy.

Ms. White stated that the Village could purchase a special event insurance policy at a cost of \$1,000 to help cover outside vendors that do not have liability insurance or have difficulty obtaining coverage as it is cost prohibitive. There was consensus of the Board that this could be one possible option for the Itasca M.A.R.K.E.T. event.

(Intergovernmental Committee Meeting – January 11, 2016)

Trustee Santorsola gave a recap of the last Intergovernmental Committee Meeting of January 11<sup>th</sup>, 2016. The next Intergovernmental Committee Meeting is Monday, March 7<sup>th</sup>, 2016 at 5:45PM.

(Executive Session)

Trustee Santorsola made a motion to into Executive Session to discuss the performance of specific employees of the Village at the end of the COW meeting to follow this meeting. Trustee Hower seconded the motion. Motion carried by a unanimous voice vote.

**Environment Committee:**

Trustee Leahy, Chairperson

Trustee Leahy was absent; there was no report given.

**Finance Committee:**

Trustee Hower, Chairperson  
(Ordinance #1787-16)

Trustee Hower presented discussion and possible action concerning Ordinance #1787-16 “An Ordinance Abating the Tax Levied in 2015 to Repay Bonds Authorized by Ordinance (Build America Bonds Annual Abatement.” Hearing no objections, Trustee Hower made a motion to approve Ordinance #1787-16; Trustee Latoria seconded the motion. Roll Call Vote: Ayes – Trustees Santorsola, Aiani, Madaras, Latoria and Santorsola; Nays – None; Absent – Trustee Leahy; Abstain – None. Motion carried.

**Public Safety Committee:**

Trustee Madaras, Chairperson  
(Promotion of Patrol Officer to Sergeant due to a Retirement)

Trustee Madaras presented discussion and possible action directing the Police Commission to promote a patrol officer to the rank of Sergeant to fill a vacancy created by the retirement of Sergeant Scerbicke as recommended by Chief of Police, Robert O’Connor. Chief O’Connor requested that the vacancy be filled immediately. There was consensus to move forward

and this would be put on the February 2, 2016 Village Board Meeting.

**Public Works/Infrastructure Committee:**

Trustee Aiani, Chairperson  
(Earlier Committee Meeting)

Trustee Aiani thanked everyone for coming in early for the 5:30 pm Public Works/Infrastructure Committee Meeting where the 5-year Capital Improvement Plan was discussed as well as Executive Session to discuss pending litigation.

(Pay Request #1 and Final –  
A-Lamp Concrete Contractors –  
2015 MFT Pavement  
Maintenance)

Trustee Aiani presented discussion and possible action for Pay Request #1 and Final due to A-Lamp Concrete Contractors Inc. for work performed on the 2015 MFT Pavement Maintenance Project in the amount of \$47,646.16 as recommended by Robinson Engineering and the Director of Public Works. Hearing no objections, Trustee Aiani made a motion to approve Pay Request #1 and Final due to A-Lamp Concrete Contractors Inc.; Trustee Madaras seconded the motion. Roll Call Vote: Ayes – Trustees Aiani, Madaras, Latoria and Santorsola; Nays – None; Absent – Trustee Leahy; Abstain – None. Motion carried.

(Pay Request #1 and Final –  
Davis Concrete Construction –  
Quiet Zone Median  
Improvements)

Trustee Aiani presented discussion and possible action for Pay Request #1 and Final due to Davis Concrete Construction Co. for work performed on the Quiet Zone Median Improvements in the amount of \$68,759.50 as recommended by Robinson Engineering and the Director of Public Works. Hearing no objections, Trustee Aiani made a motion to approve Pay Request #1 and Final due to A-Lamp Concrete Contractors Inc.; Trustee Madaras seconded the motion. Roll Call Vote: Ayes – Trustees Madaras, Aiani, Latoria and Santorsola; Nays – None; Absent – Trustee Leahy; Abstain – None. Motion carried.

(Public Works/ Infrastructure  
Committee Meeting – February  
2, 2016 at 6:00PM)

Trustee Aiani made a motion to hold a Public Works/Infrastructure Committee Meeting for Tuesday, February 2, 2016 at 6:00 to discuss the Capital Improvement Program; Trustee Latoria seconded the motion. Motion carried by a unanimous voice vote.

**Consent Agenda:**

Trustee Hower made a motion to approve the following consent agenda; Trustee Santorsola seconded the motion. Roll Call Vote: Ayes – Trustees Hower, Aiani, Madaras, Latoria and Santorsola; Nays – None; Absent – Trustee Leahy; Abstain – None. Motion carried.

- A) Approval of Ordinance #1788-16 "An Ordinance Granting Variances for 1640 Glenlake, 1625 Norwood, and 1657 Norwood, All Commonly Known as 1789 Norwood (Fellowes, Inc.) per a request concerning a request from Fellowes, Inc. for an Amendment to Concept Plan and Class I Site Plan as recommended by Itasca Plan Commission (PC 15-027).
- B) Approval of Ordinance #1786-16 "An Ordinance Amending the Official List of Exempted Developments from the DuPage County Countywide Stormwater and Floodplain

- Ordinance for the Village of Itasca.”
- C) Approval of Resolution #837-16 “A Resolution Authorizing the Designation of Signatories With Respect to Banking Transactions.”

**Voucher:**  
(January 9, 2016)

Trustee Hower made a motion to approve the voucher dated January 9, 2016 in the amount of \$1,170.00 for Allied Benefits System; Trustee Aiani seconded the motion. Roll Call Vote: Ayes – Trustees Aiani, Madaras, Latoria and Santorsola; Nays – None; Absent – Trustee Leahy; Abstain – None. Motion carried.

(January 19, 2016)

Trustee Hower made a motion to approve the voucher dated January 19, 2016 in the amount of \$843,790.04; Trustee Aiani seconded the motion. Roll Call Vote: Ayes – Trustees Aiani, Madaras, Latoria, Hower, and Santorsola; Nays – None; Absent – Trustee Leahy; Abstain – None. Motion carried.

**Department Heads:**

Mayor Pruyn stated he would hear Department Head reports at the Committee of the Whole Meeting following the Village Board Meeting.

**Adjournment:**

Trustee Madaras made a motion to adjourn the Village Board meeting at 8:12PM; Trustee Santorsola seconded the motion. Motion carried by a unanimous voice vote.

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Minutes by: Melody J. Craven, Village Clerk



## Village of Itasca - Memorandum Administration Department

Date: January 27, 2016

To: President Jeff Pruyn  
Board of Trustees

From: Cristina White, HR/Risk Management Coordinator

Subject: Resolution Terminating Illinois Municipal Retirement Fund (IMRF) eligibility for the position of the Village Clerk

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Please find following "A Resolution Relating to Termination of Participation by Elected Officials in the Illinois Municipal Retirement Fund" for the position of the Village Clerk. The position of Village Clerk was approved for participation in IMRF in 1979. At that time the position was classified as full-time and therefore exceeded the annual hourly requirements for participation as established by IMRF. However, upon recent review of the position of Village Clerk, the position no longer meets the hourly standard for participation. Therefore, IMRF requires that the Village Board pass a new resolution to rescind participation eligibility.

If you have any questions, please feel free to contact me prior to the Village Board meeting on February 2, 2016.



**A RESOLUTION RELATING TO TERMINATION OF PARTICIPATION BY ELECTED OFFICIALS IN THE ILLINOIS MUNICIPAL RETIREMENT FUND**

IMRF Form 6.64T (03/12)

PLEASE ENTER Employer IMRF I.D. Number  
0746

**RESOLUTION**  
Number 838-16

WHEREAS, the Village of Itasca  
EMPLOYER NAME

is a participant in the Illinois Municipal Retirement Fund:

WHEREAS, elected officials with the Village of Itasca  
EMPLOYER NAME

may participate in the Illinois Municipal Retirement Fund if they are in positions normally requiring performance of duty for 1,000 hours or more per year; and  
600 or 1,000

WHEREAS, this governing body can determine what the normal annual hourly requirements of its elected officials are, and should make such determination for the guidance and direction of the Board of Trustees of the Illinois Municipal Retirement Fund; and

WHEREAS, this governing body has previously determined that the following elected position required performance of duty for at least 1,000 hours per year: Village Clerk; and  
600 or 1,000 ELECTED POSITION

WHEREAS, the duties and responsibilities of this position have changed and it no longer requires performance of duty for at least 1,000 hours per year, effective 02/02/2016.  
600 or 1,000 DATE (MM/DD/YY)

NOW THEREFORE BE IT RESOLVED that the Village Board  
BOARD, COUNCIL, ETC.  
of Village of Itasca finds that the position of Village Clerk  
EMPLOYER NAME ELECTED POSITION

no longer qualifies for IMRF participation, as of 02/02/2016.  
DATE (MM/DD/YY)

**CERTIFICATION**

I, Melody Craven, the Clerk  
NAME CLERK OR SECRETARY OF THE BOARD  
of the Village of Itasca, of the County of DuPage  
EMPLOYER NAME COUNTY

State of Illinois, do hereby certify that I am keeper of its books and records and that the foregoing is a true and correct copy of a resolution duly adopted by its Village Board at a meeting duly convened  
BOARD, COUNCIL, ETC.

and held on the 2 of February, 2016.  
DAY MONTH YEAR

\_\_\_\_\_  
Signature of Clerk or Secretary of the Board

**Illinois Municipal Retirement Fund**  
2211 York Road, Suite 500, Oak Brook Illinois 60523-2337  
Member Services Representatives 1-800-ASK-IMRF (1-800-275-4673)



## Village of Itasca Community Development Department

550 WEST IRVING PARK RD. ITASCA, IL 60143  
PHONE: 630/773-5568 FAX: 630/773-0852  
e-mail: [smalik@itasca.com](mailto:smalik@itasca.com)  
[www.itasca.com](http://www.itasca.com)

### MEMORANDUM

**TO:** President Jeff Pruyn  
Village Board of Trustees

**RE:** New Business Application Request  
Associated Fastening Products, Inc.  
700 Hilltop Dr.

**FROM:** Shannon L. Malik, AICP  
Planner III

**VB:** 02/02/16

**CC:** Nancy Hill  
File

**ENCL:** Application

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I recommend approval of the following New Business Application Request:

**Company Name:** Associated Fastening Products, Inc.  
**Address:** 700 Hilltop Dr.  
**Zoning:** M- Limited Manufacturing District.

Associated Fastening Products, Inc. specializes in wholesale distribution of fastening products. They plan to move their Elk Grove Village facility to the Village of Itasca in mid-February. On-site parking is adequate for the facility and the proposed use is permitted in the M- Limited Manufacturing District.



# VILLAGE OF ITASCA NEW BUSINESS APPLICATION

Please Note: The business name, address, phone, fax, e-mail, website, and description will be listed in the Itasca Online Business Directory.

### General Information

Today's Date: 01/18/16 Move-In Date: 2/15/16 Date you assume(d) control of property through lease or purchase: 01/18/16

Business Name: ASSOCIATED FASTENING PRODUCTS, INC.

Current Address: 1680 CARMEN DRIVE, ELK GROVE VILLAGE, IL 60007

Proposed Itasca Address: 700 HILLTOP DRIVE, ITASCA, IL 60143

Mailing Address (if different from Itasca Address): \_\_\_\_\_

Phone: (847) 640-8500 Fax: (847) 640-8893 Illinois Business Tax Number: 2365-0966

Email: TIM@ASSOCIATEDFASTENING.COM Website: ASSOCIATEDFASTENING.COM

Does your business collect retail sales tax?  Yes  No

Description of Business: WHOLESALE DISTRIBUTOR OF FASTENING PRODUCTS

### Owner/Principal/Site Manager Information

### Contact Information (if different from owner/principal/site manager)

Name: MARK RYAN

Name: \_\_\_\_\_

Title: C.E.O.

Title: \_\_\_\_\_

Phone: (847) 640-8500

Phone: \_\_\_\_\_

E-mail: MARK@ASSOCIATEDFASTENING.COM

E-mail: \_\_\_\_\_

### Site Information

Sq. Ft. of Retail Space: \_\_\_\_\_

Number of Company Vehicles Parked On-Site: 17

Sq. Ft. of Office Space: 6,500

Number of Vending Machines On-Site: 0

Sq. Ft. of Warehousing / Industrial Space: 17,757

Total # of Parking Spaces Assigned to Your Business: 50

Sq. Ft. of Other Space: \_\_\_\_\_

Total # of Employees at Location: 17

Total Sq. Ft. of Facility: 24,257

Number of Shifts: 1

Number of Employees On-Site During Peak Shift: 17

**Tenants**

Do or will you lease space to another company at the proposed Itasca location?  Yes  No

If yes, please provide the name and phone number of each company. Please attach additional sheets if necessary.

Tenant Name	Phone Number
1. _____	_____
2. _____	_____

**Other Itasca Sites (if applicable)**

Do you occupy more than one location in Itasca?  Yes  No

If yes, please list the other addresses and square footage. Please attach additional sheets if necessary.

Address	Square Feet
1. _____	_____
2. _____	_____

**Fee Calculator**

Please use the below table to calculate the inspection and licensing fees for your new business. Please note: Additional fees may be required if the facility requires reinspection(s) and/or requests a Temporary Occupancy Certificate.

<b>New Tenant Inspection</b>	1	Using the table included on page 9, please enter the <b>New Tenant Inspection Fee</b> . This fee is paid to the Village of Itasca, Community Development Department.	1	<del>800</del> 230
<b>Licensing</b>	2	<b>Business License:</b> Using the table included on page 9, please enter the Business License Fee for the business.	2	200 <sup>00</sup>
	3	<b>Live Entertainment License:</b> If the business will have live entertainment, please enter \$40 for an annual single-performer license or \$600 for an annual multiple performer license.	3	0
	4	<b>Tobacco Seller's License:</b> If the business will sell tobacco, please enter \$100. Additionally, please complete and submit a Tobacco Seller's License Application (available on-line at <a href="http://www.itasca.com/newbusiness">www.itasca.com/newbusiness</a> and at the Itasca Village Hall).	4	0
	5	<b>Vending Machine License:</b> If the facility will have vending machines on-site, enter \$25 per machine.	5	0
	6	Please add lines 2 through 6, this is your <b>Total Licensing Fee</b> . This fee is paid to the Village of Itasca.	7	<del>200<sup>00</sup></del> 430

**NOTE: IF PAYING BY CHECK, PLEASE PROVIDE TWO CHECKS: ONE FOR THE NEW TENANT INSPECTION FEE AND ONE FOR THE TOTAL LICENSING FEE.**

**Certification**

By signing below, the applicant certifies or affirms that:

- the information provided in the New Business Application is true and accurate to the best of his or her knowledge, and
- the proposed use(s) is/are in full compliance with Section 11.02 of the Itasca Zoning Ordinance. A copy of Section 11.02 is available online at [www.itasca.com/comdev](http://www.itasca.com/comdev).

Name: MARK RYAN Title: C.E.O.  
 Signature: [Handwritten Signature] Date: 01/18/16

OFFICE USE ONLY			
Fee	Amount Paid	Date	Received By
New Tenant			
Total Licensing	\$200 CK 6097	1-18-16	20e

# VILLAGE OF ITASCA

## REFUND ORDER OF CASH PERFORMANCE/ROAD BOND

PERMIT NO. 19623 DATE 1/28/2010

PERFORMANCE BOND AMOUNT \$ 550.00 ROAD USE BOND AMOUNT \$ \_\_\_\_\_

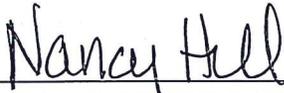
PAYABLE TO Commercial Builders ADDRESS 36W651 Richmond Rd, West Dundee IL 60118

FOR BUILDING AT 1250 N. Arlington Hts Rd #170 ( Commerical Interior Alt )

### VILLAGE OF ITASCA



\_\_\_\_\_  
BUILDING INSPECTOR



\_\_\_\_\_  
DIRECTOR, COMMUNITY DEVELOPMENT

\_\_\_\_\_  
CHAIRMAN, COMMUNITY DEVELOPMENT DEPARTMENT

(REQUIRED IF \$500.00 OR MORE)

# VILLAGE OF ITASCA

## REFUND ORDER OF CASH PERFORMANCE/ROAD BOND

PERMIT NO. 19641 DATE 8/24/2010

PERFORMANCE BOND AMOUNT \$ 1,000.00 ROAD USE BOND AMOUNT \$ \_\_\_\_\_

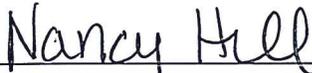
PAYABLE TO Oce North America ADDRESS 5450 N. Cumberland, Chicago IL 60656

FOR BUILDING AT 1800 Bruning ( Industrial Interior Alt )

### VILLAGE OF ITASCA



\_\_\_\_\_  
BUILDING INSPECTOR



\_\_\_\_\_  
DIRECTOR, COMMUNITY DEVELOPMENT

\_\_\_\_\_  
CHAIRMAN, COMMUNITY DEVELOPMENT DEPARTMENT

(REQUIRED IF \$500.00 OR MORE)

# VILLAGE OF ITASCA

## REFUND ORDER OF CASH PERFORMANCE/ROAD BOND

PERMIT NO. 19653 DATE 03/04/2010

PERFORMANCE BOND AMOUNT \$ 550.00 ROAD USE BOND AMOUNT \$ \_\_\_\_\_

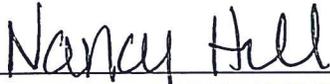
PAYABLE TO TJ Browne Construction ADDRESS 299 Franklin Ave River Forest, IL 60305

FOR BUILDING AT 900 N. Arlington Hts Rd #350 ( Commercial Interior Alt )

### VILLAGE OF ITASCA



\_\_\_\_\_  
BUILDING INSPECTOR



\_\_\_\_\_  
DIRECTOR, COMMUNITY DEVELOPMENT

\_\_\_\_\_  
CHAIRMAN, COMMUNITY DEVELOPMENT DEPARTMENT  
(REQUIRED IF \$500.00 OR MORE)

# VILLAGE OF ITASCA

## REFUND ORDER OF CASH PERFORMANCE/ROAD BOND

PERMIT NO. 20844 DATE 09/16/2011

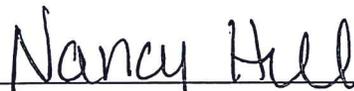
PERFORMANCE BOND AMOUNT \$ 13,162.00 ROAD USE BOND AMOUNT \$ \_\_\_\_\_

PAYABLE TO Armstrong Aerospace ADDRESS 1437 Harmony Ct, Itasca IL 60143

FOR BUILDING AT 1437 Harmony Ct ( Stormwater Permit )

### VILLAGE OF ITASCA

  
\_\_\_\_\_  
BUILDING INSPECTOR

  
\_\_\_\_\_  
DIRECTOR, COMMUNITY DEVELOPMENT

\_\_\_\_\_  
CHAIRMAN, COMMUNITY DEVELOPMENT DEPARTMENT  
(REQUIRED IF \$500.00 OR MORE)

# VILLAGE OF ITASCA

## REFUND ORDER OF CASH PERFORMANCE/ROAD BOND

PERMIT NO. 19548 DATE 12/18/2009

PERFORMANCE BOND AMOUNT \$ 550.00 ROAD USE BOND AMOUNT \$ \_\_\_\_\_

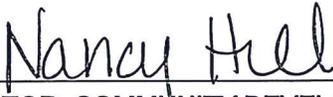
PAYABLE TO Yale Equipment ADDRESS 1151 W. Bryn Mawr, Itasca IL 60143

FOR BUILDING AT 1151 W. Bryn Mawr ( Industrial Interior Alt )

### VILLAGE OF ITASCA



\_\_\_\_\_  
BUILDING INSPECTOR



\_\_\_\_\_  
DIRECTOR, COMMUNITY DEVELOPMENT

\_\_\_\_\_  
CHAIRMAN, COMMUNITY DEVELOPMENT DEPARTMENT

(REQUIRED IF \$500.00 OR MORE)

# VILLAGE OF ITASCA

## REFUND ORDER OF CASH PERFORMANCE/ROAD BOND

PERMIT NO. 23706 DATE 10/23/2014

PERFORMANCE BOND AMOUNT \$ 1,000.00 ROAD USE BOND AMOUNT \$ 350.00

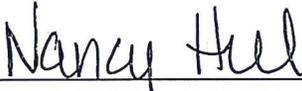
PAYABLE TO Franklin Properties ADDRESS 230 S. Rush Unit 1B, Itasca, IL 60143

FOR BUILDING AT 315 N Willow St ( Single Family New Const 4 Bed Bsmt )

### VILLAGE OF ITASCA



BUILDING INSPECTOR



DIRECTOR, COMMUNITY DEVELOPMENT

CHAIRMAN, COMMUNITY DEVELOPMENT DEPARTMENT

(REQUIRED IF \$500.00 OR MORE)

# VILLAGE OF ITASCA

## REFUND ORDER OF CASH PERFORMANCE/ROAD BOND

PERMIT NO. 23835 DATE 12/10/2014

PERFORMANCE BOND AMOUNT \$ 1,000.00 ROAD USE BOND AMOUNT \$ 350.00

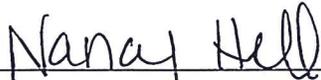
PAYABLE TO Kenilworth Investments LLC ADDRESS 401 W. Pierce #101 Itasca, IL 60143

FOR BUILDING AT 321 S. Cherry St ( Single Family New Const 4 Bed Bsmt )

VILLAGE OF ITASCA



BUILDING INSPECTOR



DIRECTOR, COMMUNITY DEVELOPMENT

CHAIRMAN, COMMUNITY DEVELOPMENT DEPARTMENT

(REQUIRED IF \$500.00 OR MORE)



## Village of Itasca - Memorandum Administration Department

Date: January 27, 2016

To: President Jeff Pruyn  
Board of Trustees

From: Cristina White, HR/Risk Management Coordinator

Subject: Approved Holiday Schedule

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Upon request of the Village Administrator, staff has made a change to the Village's holiday schedule. The request is to remove Columbus Day from the approved holiday list and replace it with Christmas Eve. This change has already been negotiated within the Local 150 contract and will be reflected in the updated personnel manual. However, since we are already into the current calendar year, we are requesting the Village Board approve this change separately of the personnel manual so that it can be communicated throughout the organization.

If you have any questions, please contact the Village Administrator directly prior to the meeting.

**CLERK'S REPORT - DECEMBER 2015**

<b>ACCOUNT #</b>	<b>ACCOUNT DESCRIPTION</b>	<b>TOTALS</b>
01-00-12100	Accounts Receivable	\$32,229.08
01-00-21000	Library Payroll	\$66,627.91
01-00-21150	Due to the Fire District	\$4,340.00
01-00-25200	Refundable Bonds	\$350.00
01-01-30300	Corporate Taxes	\$14,814.09
01-01-31000	Income Tax	\$88,247.83
01-01-31200	Pers Prop Repl Tax	\$5,782.70
01-01-31300	Sales Tax	\$239,215.05
01-02-31300	Sales Tax - Non Home Rule	\$113,769.85
01-01-31500	Use Tax	\$47,633.80
01-01-31900	Business License	\$73,307.75
01-01-32000	Dog Tags	\$111.00
01-01-33500	Simplified Mun. Telecommunication Tax	\$87,615.72
01-01-33800	Utility Tax - Electricity	\$84,817.81
01-01-33800	Utility Tax - Gas	\$14,314.48
01-01-33900	Food & Beverage Tax	\$32,883.15
01-01-34600	Convenience Fee (For Paying With Credit Card)	\$195.21
01-01-34600	NSF Fee	\$25.00
01-01-36000	IPRF Safety & Educational Fund	\$13,714.00
01-01-36100	Video Gaming Tax	\$9,290.98
01-01-53200	Madaras Health Insurance	\$1,304.64
01-02-30400	Road & Bridge Taxes	\$1,648.41
01-02-32700	Reserved Parking	\$10,500.00
01-02-32700	Direct Deposit Daily Parking	\$4,150.59
01-05-32200	Community Development Fines	\$110.00
01-05-32400	Building Permit Fees	\$48,751.00
01-05-32400	Conditional Certificate	\$1,200.00
01-05-32900	Contractor Registration	\$2,400.00
01-05-34600	Variance Fees	\$2,350.00
01-05-34600	Zoning Letter Fee	\$150.00
01-05-64800	Consulting Service	\$1,920.00
01-06-32200	Police Fines	\$2,238.00
01-06-32200	A/R Concepts-Collection of Unpaid Parking Citations	\$36.00
01-06-32300	Police T-Account	\$10,542.76
01-06-32301	Technology Fines	\$1,154.46
01-06-32302	Court Supervision Fees	\$766.47
01-06-32400	Oxcart Permit System-Overweight Permits	\$905.00
01-06-34600	Police Reports	\$30.00
01-06-34600	Schiffmann Family Law- Subpoena Fees - PD	\$80.00
01-06-34600	Kane County Court-Failure to Appear Warrant	\$70.00
01-06-34600	Argonaut Great Central Ins.-Claim#TNT-0133200-PD	\$3,071.55
01-06-34600	Appriss Inc.- Accident Report Fees Collected	\$165.00
01-06-34800	Admin/Towing and Impound Fees - PD	\$5,350.00
	<b>CORPORATE FUND TOTAL</b>	<b>\$1,028,179.29</b>
10-00-12150	Utility Bills	\$522,082.56
10-00-12150	A/R Concepts Collection of Unpaid Water Bill	\$80.74
10-00-12150	Automatic Payment for Utility Bills	\$81,055.85
10-01-34600	Convenience Fee (For Paying UB Bill w/Credit Card)	\$78.40
10-01-34600	Backflow Solutions	\$290.00
10-02-36000	Penalties	\$100.00
	<b>WATER &amp; SEWER FUND TOTAL</b>	<b>\$603,687.55</b>
07-00-33900	Motor Fuel Tax	\$96,685.24
25-00-30900	RE Tax - SSA #4	\$1,694.15
	<b>GRAND TOTAL ALL FUNDS</b>	<b>\$1,730,246.23</b>

**RESOLUTION NO. 839-16**

**A RESOLUTION AUTHORIZING TASK ORDER 13-604 BETWEEN THE VILLAGE OF ITASCA AND ROBINSON ENGINEERING, LTD. FOR SERVICES RELATED TO THE CONSTRUCTION OF THE IL RT. 390 (ELGIN O'HARE EXPRESSWAY)**

WHEREAS, the Village of Itasca has previously entered into a General Professional Services Agreement with Robinson Engineering, Ltd.; and

WHEREAS, the Village now desires to approve Task Order 13-604, attached hereto as Exhibit A and incorporated herein by reference, so as to allow for Robinson to perform services related to the construction of the Elgin O'Hare Expressway.

NOW, THEREFORE, BE IT RESOLVED by the President and the Board of Trustees of the Village of Itasca, DuPage County, Illinois, as follows:

SECTION ONE: The corporate authorities of the Village of Itasca hereby approve Task Order 13-604, Exhibit A, between Robinson Engineering, Ltd. and the Village of Itasca.

SECTION TWO: The Village President, or his designee, is hereby authorized to sign and execute Task Order 13-604, Exhibit A, on behalf of the Village.

SECTION THREE: 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 FOUR: REPEAL OF PRIOR RESOLUTIONS. All prior Resolutions and Ordinances 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 effect immediately upon its passage and approval.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

APPROVED and ADOPTED by the Village President and Board of Trustees of the

Village of Itasca this \_\_\_\_ day of February 2016.

APPROVED:

\_\_\_\_\_  
Village President Jeffery J. Pruyn

ATTEST:

\_\_\_\_\_  
Village Clerk Melody J. Craven

**TASK ORDER 13-604**

In accordance with Paragraph 1.01 of the Agreement between the Village of Itasca ("Owner") and Robinson Engineering, Ltd. ("Engineer") for General Professional Services dated January 2013 ("Agreement"), Owner and Engineer agree to as follows:

1. Specific Project Data

- A. Title: **Elgin O'Hare Expressway Construction Services**
- B. Description: **Construction coordination between Itasca & all stakeholders, construction inspection, GPS utility locates & electronic data documentation for local infrastructure owned by and/or transferred to Village of Itasca.**

2. Services of Engineer: Site coordination and status meetings with Village/Tollway/Contractor/Utility Companies, Resident and Business communications, shop drawing review/approvals; construction observation & electronic documentation of Village utility relocations and infrastructure assets; GPS locates of Village and private utilities; change order reviews for Village infrastructure; observation & documentation of water/sewer pressure testing, chlorination & televising, IEPA operating permit administration, verification of NPDES erosion/sediment control compliance; coordination of traffic detours, construction traffic impacts, road closures & jobsite maintenance punchlist inspections, conversion of electronic as-built data into Village GIS; weekly updates to Village website; utility atlas updates; related correspondence and updates to Village Board.

Scope envisioned 1/01/16 thru 6/30/16 includes Itasca construction coordination aspects of Tollway contracts:

- 4600 - IL 53 Rohlwing Road over EOWA
- 4602 - EOWA (Meacham to IL 53)
- 4606/07- Flyovers, Ramps @ I-290 to Park Blvd.
- 4621 - Hamilton Lakes Drive/Park/Pierce/Ketter
- 4629 - I-390 Mainline (Park Blvd. to Arlington Hgts. Rd.)

Principal Engineer	36 HR	@	\$190/HR	=	\$ 6,840
Sr. Project Manager	390 HR	@	\$170/HR	=	\$ 66,300
Sr. Resident Engr. Rep	120 HR	@	\$120/HR	=	\$14,400
Resident Engineer	840 HR	@	\$105/HR	=	\$88,200
GIS Developer	40 HR	@	\$113/HR	=	\$ 4,520
<b>Total Not-to-Exceed cost:</b>					<b>\$180,260</b>

VILLAGE OF ITASCA

ROBINSON ENGINEERING, LTD.

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: Aaron E. Fundich, PE, Exec. Vice President

Date Signed: \_\_\_\_\_

Date Signed: \_\_\_\_\_