

Village of Itasca

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

Village Board Meeting Agenda

September 6, 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 Special Village Board Meeting minutes of August 9, 2016

Documents:

[20160809 SP VLG BD MTG MINUTES.PDF](#)

5. Presentation of Village Board Meeting minutes of August 16th, 2016

Documents:

[20160816 VLG BD MTG MINUTES.PDF](#)

6. President's Comments
 - a. Appointment of Dino Gavanese to the Police Pension Board for a 2-Year Term (Term Will Expire September 6, 2018)
 - b. Swearing in of Dino Gavanese to the Police Pension Board for a 2-Year Term (Term Will Expire September 6, 2018)
 - c. Reminder of Oktoberfest Business Night, Thursday, September 8th, 2016 from 4:30pm to 8pm
7. Community Development Committee
Trustee Latoria, Chairperson
 - a. Discussion and possible action concerning a New Business License Application for

Millennia Products Group, a metal products producer, at 1428 Norwood Avenue, as recommended by the Community Development Department

Documents:

[MILLENIA PRODUCTS GROUP BUSINESS LICENSE APPLICATION.PDF](#)

- b. Discussion and possible action concerning a New Business License Application for Relay Express Inc., a local delivery/courier service, at 1550 W. Bryn Mawr Avenue, as recommended by the Community Development Department

Documents:

[RELAY EXPRESS INC BUSINESS LICENSE APPLICATION.PDF](#)

- c. Discussion and possible action concerning Resolution #901-16, "A Resolution Authorizing Execution of the Acknowledgement and Consent of the Expiration of Facility Agreements between the Village of Itasca and H.P. -- Itasca Land, L.L.C. (270 Windsor Drive)"

Documents:

[MEMO TO VB 09-06-16.PDF](#)
[RES 901-16.PDF](#)

8. Administration Committee
Trustee Santorsola, Chairperson
9. Environmental Committee
Trustee Leahy, Chairperson
10. Finance Committee
Trustee Hower, Chairperson
 - a. Discussion and possible action concerning Ordinance #1815-16, "An Ordinance Amending Chapter 54 of the Itasca Municipal Code to Establish Water and Sewer Rates for Non-Resident Users"

Documents:

[WATER - SEWER RATE ORDINANCE LANGUAGE CORRECTION SEPTEMBER 2016.PDF](#)
[ORD 1815-16.PDF](#)

- b. Presentation of Clerk's Report for July 2016

Documents:

[JULY 2016 CLK REPORT.PDF](#)

11. Public Safety Committee
Trustee Madaras, Chairperson
 - a. Discussion and possible action concerning Resolution #896-16, "A Resolution Creating the Position of Director of Police"

Documents:

[DIRECTOR OF POLICE MEMO.PDF](#)
[RES 896-16.PDF](#)

- b. Discussion and possible action concerning Resolution #902-16, "A Resolution Adopting a New Police Department Organizational Chart"

Documents:

[RES 902-16.PDF](#)
[POLICE DEPARTMENT ORG CHART.PDF](#)

- c. Discussion and possible action concerning Resolution #903-16, "A Resolution Waiving the Formal Bidding Requirements for Office Furniture for the Police Department from Business Office Systems"

Documents:

[RES 903-16.PDF](#)
[WAIVER OF BIDDING MEMO.PDF](#)

12. Public Works/Infrastructure Committee
Trustee Aiani, Chairperson

- a. Discussion and possible action concerning Resolution #895-16, "A Resolution Authorizing Execution of an Intergovernmental Agreement between the City of Wood Dale and the Village of Itasca regarding Reconstruction and Maintenance of Mill Road"

Documents:

[RES 895-16.PDF](#)
[MILL ROAD MEMO.PDF](#)

- b. Discussion and possible action concerning Resolution #897-16, "A Resolution Accepting the Low Bid from United Septic for Sanitary Sewer Closed Circuit Televising Inspection and Cleaning"

Documents:

[RES 897-16.PDF](#)
[CCTV MEMO.PDF](#)

13. Consent Agenda

- a. Approval of Resolution #898-16, "A Resolution Authorizing Execution of an Agreement between the Village of Itasca and Zagster, Inc. concerning a Bicycle Rental Program"

Documents:

[RES 898-16.PDF](#)

- b. Approval of Resolution #899-16, "A Resolution Adopting a New Community Development Organizational Chart"

Documents:

[RES 899-16.PDF](#)
[CD DEPT ORG CHART - PROPOSED FY 2016 2017 BUDGET.PDF](#)

- c. Approval of Resolution #900-16, "A Resolution Changing the Title of Human Resources/Risk Management Coordinator to Human Resources Manager"

Documents:

[RES 900-16.PDF](#)

14. Discussion and possible action concerning voucher dated September 6, 2016
15. Department Head Reports
16. Executive Session
17. Adjournment

VILLAGE OF ITASCA SPECIAL BOARD OF TRUSTEES MEETING MINUTES

August 9, 2016 – 6:30PM

- Call to Order:** Mayor Jeff Pruyn called the Special Village Board to order at 6:35PM.
- Roll Call:** Present: Trustees – Marty Hower, Jeff Aiani, Frank Madaras, Mike Latoria.
Absent: Trustees – Ellen Leahy, Lucy Santorsola.
- Audience Participation:** None.
- New Business:** Trustee Aiani made a motion to call for a Public Works/Infrastructure Committee meeting on August 1th, 2016 at 6:00PM; Trustee Hower seconded the motion. Motion carried by a unanimous voice vote.
(Call for Meeting)
- (BASSET Training) The class for Beverage Alcohol Sellers and Servers Education and Training (BASSET) initiated for Village Board and staff.
- Adjournment:** Trustee Aiani made a motion to adjourn the Village Board meeting at 8:40PM; Trustee Madaras seconded the motion. Motion carried by a unanimous voice vote.

Minutes by: Melody Craven, Village Clerk

VILLAGE OF ITASCA BOARD OF TRUSTEES MEETING MINUTES

August 16, 2016 – 7:30PM

- Call to Order:** Mayor Jeff Pruyn called the Village Board Meeting to order at 7:09 PM.
- Roll Call:** Present: Trustees – Marty Hower, Jeff Aiani, Lucy Santorsola, Frank Madaras, Michael Latoria; Village Clerk – Melody Craven.
- Also present: Village Administrator – Evan Teich; Village Attorney – Chuck Hervas; Community Development Director – Nancy Hill; Village Engineering Consultant – Aaron Fundich; Director of Public Works – Ross Hitchcock; Chief of Police – Robert O'Connor; Finance Director – Julie Ciesla; Human Resources Manager – Ioana Ardelean; Village Engineering Consultant (Robinson Engineering) – Aaron Fundich; Chris Strom – Community Development Intern.
- Absent: Trustees – Ellen Leahy; Chief of Police – Robert O'Connor; Finance Director – Julie Ciesla.
- Pledge of Allegiance:** Mayor Pruyn led everyone in saying the Pledge of Allegiance.
- Audience Participation:** Representatives from Itasca Community Outreach Team (ICOT), Ellen Glatz and Megan Sheridan, addressed the Board to thank the Mayor, Board, Police Department, Fire Department and Public Works for all of their help in making their first “Itasca Family Day” – held Saturday, August 13th – a success. By the end of the event, all food truck vendors had met their quota and run out of food. The organization hopes to hold the event again next year.
- Minutes:**
(August 2, 2016) Mayor Pruyn asked if there were any questions or corrections regarding to the Village Board Meeting minutes of August 2, 2016 as presented. Trustee Madaras made a motion to approve the minutes as amended; Trustee Hower seconded the motion. Motion carried by a unanimous voice vote.
- President’s Comments:**
(Appointment of Richard Sasso as a Historical Commissioner) Mayor Pruyn presented discussion and possible action concerning the appointment of a Historical Commissioner. Hearing no objections, Trustee Latoria made a motion to approve the appointment of Richard Sasso to the Historic Commission.
- (Oath of Office – Richard Sasso to the Historic Commission) Mayor Pruyn administered the Oath of Office for Richard Sasso to the Historic Commission.
- (Proclamation of Constitution Week) Mayor Pruyn read the proclamation recognizing the 229th anniversary of the Constitution of the United States of America by the Constitution Convention.
- (Call for Special Village Board Meeting) Trustee Madaras called for a Special Village Board Meeting on

Meeting)	Tuesday, August 23 rd at 6:30PM.
(New Police Department Accreditation)	Mayor Puryn congratulated Chief O'Connor and the Itasca Police Department for receiving a letter from the Illinois Law Enforcement Accreditation Program (ILEAP) informing them that the Illinois Law Enforcement Accreditation Council unanimously recognized the Itasca Police Department by awarding accredited status on January 15, 2016. Full accreditation status at the Tier 1 level has been granted by the Council.
(Introduction of Human Resources Manager)	Village Administrator Evan Teich introduced the new Human Resources Manager Ioana Ardelean.
	Recess at 7:20PM
Recess:	The Village Board recessed at 7:20PM.
Reconvene:	The Village Board reconvened at 7:30PM.
Community Development Committee: Trustee Latoria, Chairperson	Trustee Latoria presented discussion and possible action concerning Ordinance #1812-16, "An Ordinance Granting Special Use Permits with Exceptions, Plat of Subdivision and Class I Site Plan for the Vacant Real Estate Immediately North of the Medinah Woods Townhomes (Route 53 Townhomes)." Hearing no objections, Trustee Latoria made a motion to approve Ordinance #1812-16 as presented; Trustee Hower seconded the motion. Roll Call Vote: Ayes- Trustees Latoria, Santorsola, Madaras, Hower; Nays – Trustee Aiani; Absent – Trustee Leahy; Abstain – None. <u>Motion carried.</u>
(Ordinance #1812-16)	
(Ordinance #1813-16)	Trustee Latoria presented discussion and possible action concerning Ordinance #1813-16, "An Ordinance Granting Variances for 730 N. Catalpa (Franzen School)." Community Director Nancy Hill stated that the Plan Commission reviewed this issue at their July 2016 meeting. The Plan Commission recommended approval and staff was pleased with the proposed modifications at the Plan Commission meeting. Hearing no objections, Trustee Latoria made a motion to approve Ordinance #1811-16 as presented; Trustee Santorsola seconded the motion. Roll Call Vote: Ayes – Trustee Aiani, Latoria, Santorsola, Hower, Madaras; Nays – None; Absent – Trustee Leahy; Abstain – None. <u>Motion carried.</u>
(New Business License Application – Iron Mountain Information Management)	Trustee Latoria presented discussion and possible action concerning a New Business License Application for Iron Mountain Information Management, LLC, a data storage and management company, at 1400-1410 W. Thorndale Ave., as recommended by the Community Development Department. Hearing no objections, Trustee Latoria made a motion to approve the New Business License Application; Trustee Hower seconded the motion. <u>Motion carried by a unanimous voice</u>

vote.

(New Business License Application – The Hair and Brow Studio)

Trustee Latoria presented discussion and possible action concerning a New Business License Application for The Hair and Brow Studio, a hair salon, at 415 W. Irving Park Rd. in Itasca as recommended by the Community Development Department. Hearing no objections, Trustee Latoria made a motion to approve the New Business License Application; Trustee Madaras seconded the motion. Motion carried by a unanimous voice vote.

Administration Committee:
Trustee Santorsola, Chairperson
(Resolution #891-16)

Trustee Santorsola presented discussion and possible action concerning Resolution #891-16, "A Resolution Revising Section 3 of the Village of Itasca Personnel Manual." Hearing no objections, Trustee Santorsola made a motion to approve Resolution #891-16; Trustee Latoria seconded the motion. **Roll Call Vote:** Ayes – Trustee Aiani, Latoria, Santorsola, Hower, Madaras; Nays – None; Absent – Trustee Leahy; Abstain – None. Motion carried.

Environmental Committee:
Trustee Leahy, Chairperson

Trustee Leahy was absent. Mayor Pruyn reported that Midwestern University provided approximately 22 volunteers to paint the barn on Valley Road and cut a lot of the brush around the barn. Trustee Latoria said the Nature Center is really looking good and reminded everyone of the Friends of Springbrook fundraiser "Spring Fling" scheduled for September 24th.

Finance Committee:
Trustee Hower, Chairperson
(Resolution #893-16)

Trustee Hower presented discussion and possible action concerning Resolution #893-16, "A Resolution Approving Illinois Funds Banking Agreement." Hearing no objections, Trustee Hower made a motion to approve Resolution #893-16; Trustee Latoria seconded the motion. **Roll Call Vote:** Ayes – Trustee Aiani, Latoria, Santorsola, Hower, Madaras; Nays – None; Absent – Trustee Leahy; Abstain – None. Motion carried.

(Resolution #889-16)

Trustee Hower presented discussion and possible action concerning Resolution #889-16, "A Resolution Appointing an Authorized Agent with Respect to the Illinois Municipal Retirement Fund." Hearing no objections, Trustee Hower made a motion to approve Resolution #889-16; Trustee Santorsola seconded the motion. **Roll Call Vote:** Ayes – Trustee Aiani, Latoria, Santorsola, Hower, Madaras; Nays – None; Absent – Trustee Leahy; Abstain – None. Motion carried.

Public Safety Committee:
Trustee Madaras, Chairperson

Trustee Madaras had no report.

Public Works/Infrastructure Committee:
Trustee Aiani, Chairperson

(Resolution #890-16)

Trustee Aiani presented discussion and possible action concerning Resolution #890-16, "A Resolution Accepting the Low Bid from Suburban Concrete, Inc. for the 2016 Concrete Sidewalk Maintenance Program." Hearing no objections, Trustee Aiani made a motion to approve Resolution #890-16; Trustee Santorsola seconded the motion. **Roll Call Vote:** Ayes

– Trustee Aiani, Latoria, Santorsola, Hower, Madaras; Nays – None; Absent – Trustee Leahy; Abstain – None. Motion carried.

(Resolution #892-16)

Trustee Aiani presented discussion and possible action concerning Resolution #892-16, “A Resolution Accepting the Low Bid from Schroeder Asphalt Services, Inc. for the 2016 Street Resurfacing Program.” Hearing no objections, Trustee Aiani made a motion to approve Resolution #892-16; Trustee Santorsola seconded the motion. **Roll Call Vote:** Ayes – Trustee Aiani, Latoria, Santorsola, Hower, Madaras; Nays – None; Absent – Trustee Leahy; Abstain – None. Motion carried.

Consent Agenda:

There were no items on the consent agenda.

Voucher:

Trustee Hower made a motion to approve the voucher dated August 16, 2016 in the amount of \$570,810.72; Trustee Madaras seconded the motion. **Roll Call Vote:** Ayes – Trustee Aiani, Latoria, Santorsola, Hower, Madaras; Nays – None; Absent – Trustee Leahy; Abstain – None. Motion carried.

Department Heads:

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

Adjournment:

Trustee Hower made a motion to adjourn the Village Board meeting at 7:49 PM; Trustee Santorsola seconded the motion. Motion carried by a unanimous voice vote.

Minutes by: Melody J. Craven, Village Clerk



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
www.itasca.com

MEMORANDUM

TO: President Jeff Pruyn
Village Board of Trustees

RE: Zoning Certificate Request
Millenia Products Group Inc.
1428 Norwood Avenue

FROM: Chris Strom
Community Development

VB DATE: September 6, 2016

CC: Melody Craven, Village Clerk
Nancy Hill, Director
File

ENCL: Business License Application

I recommend approval of the following Zoning Certificate Request:

Company Name: Mellenia Products Group Inc.

Address: 1428 Norwood Avenue

Zoning: Manufacturing

Millenia Products Group Inc. produces stainless and aluminum sinks, counter tops, toolboxes and various other metal products. Millenia's production takes place at their original Itasca location at 1345 Norwood Avenue. The second location will be used primarily for storage. This proposed use is permitted in the M- Limited Manufacturing District and parking appears to be adequate for this use.

1/12/08



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: 8/29/16 Move-In Date: 7/29/16 Date you assume(d) control of property through lease or purchase: 7/29/16

Business Name: Millenia Products Group Inc.

Current Address: 1428 Norwood Ave. Itasca IL 60143

Proposed Itasca Address: _____

Mailing Address (if different from Itasca Address): 345 Norwood Ave. Itasca IL 60143

Phone: 630-458-0401 Fax: 630-543-6045 Illinois Business Tax Number: 4167-8389

Email: mcurney@milleniapg.com Website: millenmetals.com

Does your business collect retail sales tax? Yes No

Description of Business: Storage

Owner/Principal/Site Manager Information

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

Name: Frank San Roman

Name: John Klein

Title: Pres / CEO

Title: Maintenance Manager

Phone: 630-458-0401

Phone: 630-458-0401

E-mail: FSanroman@milleniapg.com

E-mail: JKlein@elginmetalproducts.com

Site Information

Sq. Ft. of Retail Space: —

Number of Company Vehicles Parked On-Site: 0

Sq. Ft. of Office Space: —

Number of Vending Machines On-Site: 0

Sq. Ft. of Warehousing / Industrial Space: 14,080

Total # of Parking Spaces Assigned to Your Business: _____

Sq. Ft. of Other Space: —

Total # of Employees at Location: 0

Total Sq. Ft. of Facility: —

Number of Shifts: 0

Number of Employees On-Site During Peak Shift: 0

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. 1345 Norwood Ave.	112,646
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.

New Tenant Inspection	1	Using the table included on page 9, please enter the New Tenant Inspection Fee . This fee is paid to the Village of Itasca, Community Development Department.	1	180.00
Licensing	2	Business License: Using the table included on page 9, please enter the Business License Fee for the business.	2	100.00
	3	Live Entertainment License: 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	Tobacco Seller's License: If the business will sell tobacco, please enter \$100. Additionally, please complete and submit a Tobacco Seller's License Application (available on-line at www.itasca.com/newbusiness and at the Itasca Village Hall).	4	0
	5	Vending Machine License: If the facility will have vending machines on-site, enter \$25 per machine.	5	0
	6	Commercial Vehicle License(s): If the business owns, operates, and/or keeps vehicles in Itasca, please complete the attached Commercial Vehicle form and enter in the applicable fee.	6	0
	7	Please add lines 2 through 7, this is your Total Licensing Fee . This fee is paid to the Village of Itasca.	7	100.0

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.

Name: Marlon Carney Title: CFO
 Signature: [Signature] Date: 8/24/16

OFFICE USE ONLY

Fee	Amount Paid	Date	Received By
New Tenant	\$180 CC	8-24-16	[Signature]
Total Licensing	\$100 CC	8-24-16	[Signature]



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
www.itasca.com

MEMORANDUM

TO: President Jeff Pruyn
Village Board of Trustees

RE: Zoning Certificate Request
Relay Express, Inc.
1550 W. Bryn Mawr Ave.

FROM: Chris Strom
Community Development

VB DATE: September 6, 2016

CC: Melody Craven, Village Clerk
Nancy Hill, Director
File

ENCL: Business License Application

I recommend approval of the following Zoning Certificate Request:

Company Name: Relay Express, Inc.
Address: 1550 W. Bryn Mawr Avenue
Zoning: Manufacturing

Relay Express is a Midwest local delivery/courier service. 1550 W. Bryn Mawr Avenue is a multi-tenant building with other businesses similar to Relay Express. The proposed location will be shared with Cycle Logistics and it is the first Itasca location for this company. The proposed use is permitted in the M- Limited Manufacturing District and parking appears to be adequate for this use as Relay Express plans to use delivery vehicles already on site through its partner Cycle Logistics.



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: 8/19/16 Move-In Date: 5/16/16 Date you assume(d) control of property through lease or purchase: 5/16/16

Business Name: Relay Express, Inc

Current Address: 1550 W. Bryn Mawr Ave Itasca, IL 60143

Proposed Itasca Address: _____

Mailing Address (if different from Itasca Address): _____

Phone: 630-285-0052 Fax: _____ Illinois Business Tax Number: _____

Email: senviskys@relayexpress.com Website: www.relayexpress.com

Does your business collect retail sales tax? Yes No

Description of Business: local delivery/courier service

Owner/Principal/Site Manager Information

Name: Matthew Seiter

Title: CEO

Phone: 513.860.2555

E-mail: matte@relayexpress.com

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

Name: Dan Fink

Title: SSL Coordinator

Phone: 630-285-0052

E-mail: fink.d@relayexpress.com

Site Information

Sq. Ft. of Retail Space: —

Sq. Ft. of Office Space: —

Sq. Ft. of Warehousing / Industrial Space: 13,000

Sq. Ft. of Other Space: —

Total Sq. Ft. of Facility: 13,000

Number of Company Vehicles Parked On-Site: 0

Number of Vending Machines On-Site: 0

Total # of Parking Spaces Assigned to Your Business: 4

Total # of Employees at Location: 4

Number of Shifts: 2

Number of Employees On-Site During Peak Shift: 2

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.

New Tenant Inspection Licensing	1	Using the table included on page 9, please enter the New Tenant Inspection Fee . This fee is paid to the Village of Itasca, Community Development Department.	1	180
	2	Business License: Using the table included on page 9, please enter the Business License Fee for the business.	2	100
	3	Live Entertainment License: 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	—
	4	Tobacco Seller's License: If the business will sell tobacco, please enter \$100. Additionally, please complete and submit a Tobacco Seller's License Application (available on-line at www.itasca.com/newbusiness and at the Itasca Village Hall).	4	—
	5	Vending Machine License: If the facility will have vending machines on-site, enter \$25 per machine.	5	—
	6	Please add lines 2 through 6, this is your Total Licensing Fee . This fee is paid to the Village of Itasca.	7	280

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.

Name: Stephen J. Senvisky Title: VP Finance

Signature: [Signature] Date: 8/19/16

OFFICE USE ONLY

Fee	Amount Paid	Date	Received By
New Tenant Inspection			
Licensing			

NTI \$180 CK 163730 8-25-16 SJE

Business License \$100 CK 163730 8-25-16 SJE 8 | Page



550 W. Irving Park Road, Itasca, Illinois 60143-2018
630-773-0835 • Fax 630-773-2505 • www.itasca.com

Memorandum

TO: Jeff Pruyn, Village President and
Itasca Board of Trustees

FROM: Nancy Hill, Community Development Director

DATE: September 1, 2016 for September 6, 2016 Village Board Meeting

RE: Release of the obligations related to a facilities agreement for the treatment of
wastewater in the Hamilton Lakes development

Hamilton Partners is in the process of selling 270 Windsor, and the title company has presented an issue regarding old recorded documents. To resolve the issue, Hamilton Partners is requesting the Village to acknowledge and consent to the removal of certain obligations to treat waste under old agreements from the 1980s. Attached is a resolution to make the acknowledgements and release.

There are recorded agreements in which the buildings in Hamilton Lakes are subject to a facilities agreement for the treatment of wastewater. This was the Land Application System operated by Hamilton Partners for many years. By agreement, the Village now takes the wastewater, and the Land Application System has been decommissioned. The Village did not assume the system, but has assumed the collection system and the lift station.

In order to provide clean title and not be saddled with now extraneous obligations, the title company is requiring a release from the recorded documents regarding the Land Application System. Given our agreement to take over the waste treatment of the business park, this is a routine matter for the Village and the title company. However, official action to authorize the signature of the Village President is required.

The Village Attorney has reviewed and prepared a proper acknowledgment and release for signature by the Village President.

Chuck Hervas will be prepared to discuss this request in more detail at the Village Board meeting on September 6 and answer any questions.

RESOLUTION NO. 901-16

A RESOLUTION AUTHORIZING EXECUTION OF THE ACKNOWLEDGEMENT AND CONSENT OF THE EXPIRATION OF FACILITY AGREEMENTS BETWEEN THE VILLAGE OF ITASCA AND H.P. – ITASCA LAND, L.L.C. (270 Windsor Drive)

WHEREAS, the sale of 270 Windsor Drive by Hamilton Partners requires the Village of Itasca (hereinafter “Village”) to acknowledge consent to the expiration of Facility Agreements recorded on the property of 270 Windsor Drive.

WHEREAS, the Facility Agreements involved the operation of a wastewater treatment facility in the Hamilton Lakes Business Park.

WHEREAS, the Village and Hamilton Partners have entered a new Agreement by which the Village shall treat the wastewater generated by the Hamilton Lakes Business Park.

WHEREAS, the old Facility Agreements referenced in the sale of 270 Windsor Drive are expired and the Village acknowledges and consents to title documents evidencing the expiration.

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

SECTION ONE: The corporate authorities acknowledge and consent that the recorded Facility Agreements for 270 Windsor Drive are expired and no longer applicable.

SECTION TWO: The Itasca Village President is hereby authorized to sign and execute the Acknowledgement and Consent Form on behalf of the Village.

SECTION THREE: SEVERABILITY. If any section, paragraph, clause or provision of this Resolution is held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any of the other 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 from and after its passage and approval.

AYES: _____

NAYES: _____

ABSENT: _____

ABSTAIN: _____

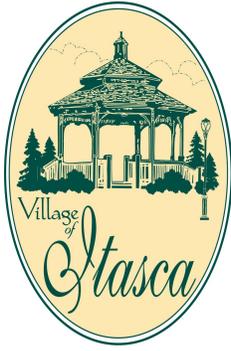
APPROVED and ADOPTED by the Village President and Board of Trustees of the
Village of Itasca this _____ day of September, 2016.

APPROVED:

Village President Jeffery J. Pruyn

ATTEST:

Village Clerk Melody J. Craven



Village of Itasca

550 W. Irving Park Rd. Itasca, IL
60143
630.773-0835 Fax 630.773.2505

MEMORANDUM

TO: Mayor Pruyn and Village Trustees

FROM: Julie Ciesla, Finance Director

DATE: September 1, 2016

SUBJECT: Water and Sewer Rate Ordinance

Staff, in error inadvertently reduced the then current rate for service outside our corporate limits from 200% to 100% when it should have been reduced to 150%. 150% has long since been our policy. The state law requires that any fees charged outside of the corporate limits be substantiated and if they cannot the Village can be challenged. This percentage of 150%, staff believes can be substantiated. The fee percentage is also to cover any extraordinary costs to provide services extraterritorially. It also provides the basis for any costs covered due to the intermingling of funds, not always borne by the water and sewer rates.

If you have any questions regarding this resolution, please feel free to email me or call me directly at 630-228-5629. Thank you!

ORDINANCE NO. 1815 -16

AN ORDINANCE AMENDING CHAPTER 54 OF THE ITASCA MUNICIPAL CODE TO ESTABLISH WATER AND SEWER RATES FOR NON-RESIDENT USERS

WHEREAS, on December 15, 2015, the Village of Itasca Board of Trustees adopted Ordinance 1784-15 entitled “An Ordinance Establishing Water and Sewer Rate Changes for 2016-2018;” and

WHEREAS, on June 7, 2016, the Village of Itasca Board of Trustees adopted Ordinance 1805-16 entitled “An Ordinance Amending Ordinance No. 1784-15 And Chapter 54, Combined Water and Sewer System, of the Itasca Municipal Code To Establish Water And Sewer Rate Changes For 2016 to 2018;” and

WHEREAS, since June 7, 2016, the Village of Itasca has investigated the expenses and costs related to providing water and sewer to non-resident users outside Village limits and determined that such expenses and costs were higher for non-resident users than resident users given the location and necessary infrastructure, including but not limited to the new Wastewater Treatment Plant and lift stations; and

WHEREAS, the Village of Itasca recently built a new Wastewater Treatment Plant with excess capacity to enable the Village to service non-resident users; and

WHEREAS, the Village of Itasca is in the process of remodeling its lift stations, including the Holiday Inn lift station, to handle excess capacity expected to be caused by non-resident users.

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

SECTION ONE: Chapter 54, Section 03 and Section 04 of the Itasca Municipal Code are hereby amended as follows:

§54.03 WATER USER SERVICE CHARGES.

Rates and charges for the use of and for the service supplied by the Village waterworks, are based on water meter readings of the amount of water consumed and the size of the service pipe providing water to the user. The rates and charges are as follows:

WATER RATES & CHARGES Calendar Year	2016	2017	2018
up to 1" service	\$ 11.50	\$ 12.36	\$ 13.29
1.25-1.5" service	\$ 14.38	\$ 17.00	\$ 19.94
2" service	\$ 17.25	\$ 21.63	\$ 26.58
3" service	\$ 31.05	\$ 35.23	\$ 39.87
4" service	\$ 40.83	\$ 46.66	\$ 53.16
6" service	\$ 60.38	\$ 69.53	\$ 79.74
8" service	\$ 79.93	\$ 92.39	\$ 106.32
10" service	\$ 99.48	\$ 115.26	\$ 132.90
12" service	\$ 119.03	\$ 138.12	\$ 159.48
Combined Water Usage Rate (per 1,000 gallons)	\$ 9.41	\$ 10.13	\$ 10.90

- (A) The rates listed above take effect on January 1 of each respective year and are effective until December 31 of each respective year. Effective January 1, 2019, rates will be charged at an amount 5% greater than the rates charged for 2018, and rates will continue to increase 5% effective January 1 of each subsequent year.
- (B) The user shall pay the listed monthly minimum charge for the service diameter specified plus the product of the water used during that month at the rate per 1,000 gallons.
- (C) Non-residents. Wherever any facility, dwelling or building uses either sewer or water, or both, and such facility, dwelling or building is located outside the Village limits, then the user or same shall pay a rate 150% of the residential ~~the same~~ rates and charges provided in this chapter.

§54.03 SEWER USER SERVICE CHARGES.

Rates and charges for the use of the Village sewer system are based on water meter readings of the amount of water consumed by a user. The rates and charges are as follows:

SEWER RATES & CHARGES Calendar Year	2016	2017	2018
up to 1" service	\$ 13.50	\$ 14.51	\$ 15.60
1.25-1.5" service	\$ 16.88	\$ 19.95	\$ 23.40
2" service	\$ 20.25	\$ 25.39	\$ 31.20
3" service	\$ 36.45	\$ 41.35	\$ 46.80
4" service	\$ 47.93	\$ 54.78	\$ 62.40
6" service	\$ 70.88	\$ 81.62	\$ 93.60
8" service	\$ 93.83	\$ 108.46	\$ 124.80
10" service	\$ 116.78	\$ 135.31	\$ 156.00
12" service	\$ 139.73	\$ 162.15	\$ 187.20
Combined Sewer Usage Rate (per 1,000 gallons)	\$ 8.99	\$ 9.68	\$ 10.42

- (A) The rates listed above take effect on January 1 of each respective year and are effective until December 31 of each respective year. Effective January 1, 2019, rates will be charged at an amount 5% greater than the rates charged for 2018, and rates will continue to increase 5% effective January 1 of each subsequent year.
- (B) The User shall pay the listed monthly minimum charge plus the product of the water used during that month at the specified rate per 1,000 gallons. Charges are applicable in the fiscal year which the water was consumed.
- (C) Non-residents. Wherever any facility, dwelling, or building uses either sewer or water, or both, and such facility, dwelling, or building is located outside the village limits, then the User or same shall pay a rate of 150% of the residential ~~the same~~ rates and charges provided in this chapter.
- (D) The sewer rates and charges are based on the water usage as recorded by approved water meters and/or sewage meters for waste-water having concentrations of 250 mg/l of BOD and 300 mg/l of total suspended solids.
- (1) Metered usage shall be read to the lowest even increment of 100 gallons.
 - (2) Sewer users who obtain any portion of their water service from other than the Village water supply shall install and maintain, at no expense to the Village, water meters of a type approved by the Superintendent for the purpose of metering the water usage obtained from such other sources.

- (3) Wherever required by the Superintendent, sewage metering devices shall be installed and maintained, at no expense to the Village, when the volume of wastewater discharged to the public sewer cannot be otherwise determined by use of water meters.
 - (4) Metering devices shall not be removed without the consent of the Superintendent unless sewer use service is cancelled.
- (E) The sewer rates and charges to be paid by all non-metered sewer users shall be equal to consumption of 10,000 gallons per month.
- (F) Whenever the Superintendent determines that a non-metered sewer User is discharging more than 10,000 gallons per month, the Superintendent may require such non-metered User to install metering devices on the building water supply or building sewer to measure the volume of wastewater discharged to the public sewer.
- (G) Surcharge program.
- (1) A treatment service surcharge shall be levied to all Non-Residential Users whose wastewater contains a concentration of a pollutant which exceeds a surcharge pollutant concentration threshold listed in the Village of Itasca Surcharge Policy (Surcharge Policy). Surchargeable pollutants include, but are not limited to:
 - (a) Ammonia-nitrogen;
 - (b) Biochemical oxygen demand (BOD);
 - (c) Fats, oils, and grease (FOG);
 - (d) Phosphorus; and/or
 - (e) Total suspended solids (TSS).
 - (2) A surcharge is applicable to the mass of pollutant discharged above the surcharge pollutant concentration threshold.
 - (3) The Village retains the ability to waive the surcharge fee for one or more pollutants.
 - (4) Pollutant concentrations in a Non-Residential User's wastewater shall be determined by wastewater sampling performed in accordance with techniques prescribed in the Code of Federal Regulations Title 40 Part 136. Sampling and analysis shall be conducted as often as deemed

necessary by the Superintendent and shall be binding as the basis for calculating the surcharge.

- (5) The appropriate flow measurement devices and methods consistent with approved scientific practices shall be selected and used to ensure the accuracy and reliability of measurements of the volume of monitored discharges. The devices used to monitor flow are subject to the approval of the Village and shall be installed, calibrated, and maintained to ensure that the accuracy of the measurements is consistent with the accepted capability of that type of device. Devices selected shall be capable of measuring flows with a maximum deviation of less than ten percent from true discharge rates throughout the range of expected discharge volumes.
- (6) The surcharge rates are contained in the Surcharge Policy and shall be reviewed at the discretion of the Village. Proposed modifications to surcharge rates shall be approved by the Director, Superintendent, and the Village Finance Director.
- (7) The Village shall make a written or digital copy of the current version of the Surcharge Policy available, within a reasonable amount of time, upon the request of a Non-Residential User of the Village water supply and POTW who is, or in the opinion of the Village has the possibility to be, subject to the surcharge program. A user desiring a copy of the Surcharge Policy should contact Village Hall.

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 provision 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 be in full force and effect on May 1, 2016 and after its passage, approval and publication in pamphlet form.

AYES: _____

NAYES: _____

ABSENT: _____

ABSTAIN: _____

APPROVED and ADOPTED by the Village President and Board of Trustees of the
Village of Itasca this _____ day of September, 2016.

APPROVED:

Village President Jeffery J. Pruyn

ATTEST:

Village Clerk Melody J. Craven

CLERK'S REPORT - JULY 2016

	ACCOUNT DESCRIPTION	TOTAL
01-00-12100	Accounts Receivable	\$49,408.00
01-00-21000	Library Payroll	\$9,525.31
01-00-21150	Due to the Fire District	\$3,220.00
01-00-25200	Refundable Bonds	\$5,300.00
01-01-30300	Corporate Taxes	\$64,746.83
01-01-31000	Income Tax	\$56,390.86
01-01-31200	Pers Prop Repl Tax	\$23,650.24
01-01-31300	Sales Tax	\$222,552.38
01-02-31300	Sales Tax - Non Home Rule	\$103,595.45
01-01-31500	Use Tax	\$17,013.78
01-01-31900	Business License	\$715.00
01-01-32000	Dog Tags	\$12.00
01-01-33500	Simplified Mun. Telecommunication Tax	\$85,332.67
01-01-33800	Utility Tax - Electricity	\$94,926.00
01-01-33800	Utility Tax - Gas	\$5,398.78
01-01-33900	Food & Beverage Tax	\$35,825.73
01-01-34600	Convenience Fee (For Paying With Credit Card)	\$205.95
01-01-36100	Video Gaming Tax	\$4,351.39
01-02-30400	Road & Bridge Taxes	\$8,449.43
01-02-32700	Reserved Parking	\$1,840.50
01-02-32700	Direct Deposit Daily Parking	\$4,995.48
01-05-32200	Community Development Fines	\$100.00
01-05-32400	Building Permit Fees	\$196,814.00
01-05-32400	Conditional Certificate	\$400.00
01-05-32405	Subdivision Fees	\$750.00
01-05-32900	Contractor Registration	\$2,400.00
01-05-34600	Variance Fees	\$150.00
01-05-34600	Zoning Letter Fee	\$450.00
01-05-34600	Special Use Fee	\$400.00
01-05-64800	Consulting Service	\$2,000.00
01-06-32200	Police Fines	\$1,850.00
01-06-32200	A/R Concepts-Collection of Unpaid Parking Citations	\$97.20
01-06-32400	Oxcart Permit System - Overweight Permits	\$1,050.00
01-06-34600	FOIA - PD	\$4.00
01-06-34600	Police Reports	\$45.00
01-06-34600	Sex Offender Registration Fee	\$100.00
01-06-34800	Admin/Towing and Impound Fees - PD	\$3,500.00
01-06-60100	DuPage Cty Court-Damage to Car #84	\$441.22
	GENERAL FUND TOTAL	\$1,008,007.20
10-00-12150	Utility Bills	\$623,895.77
10-00-12150	Automatic Payment for Utility Bills	\$98,963.71
10-01-34600	Convenience Fee (For Paying UB Bill w/Credit Card)	\$119.02
10-01-35300	Water Meters	\$3,600.00
10-01-35400	Dep/Ref Hydrant Meter - Water For Construction	\$100.00
10-01-35400	Water For Construction	\$50.00
10-01-35500	Water Connection	\$53,231.00
10-01-35800	Flow Test	\$750.00
10-02-35600	Sewer Connection	\$104,676.00
	WATER & SEWER FUND TOTAL	\$885,385.50
07-00-33900	Motor Fuel Tax	\$12,328.06
11-00-30900	Re Tx/Sp Svc District	\$17,689.44
12-00-31400	Hotel Tax	\$178,578.31
25-00-30900	RE Tax - SSA #4	\$2,170.99
	GRAND TOTAL ALL FUNDS	\$2,104,159.50



Village of Itasca

550 W. Irving Park Rd. Itasca, IL 60143
630.773-0835 • Fax 630.773.2505 • www.itasca.com

MEMORANDUM

TO: Mayor Pruyn and Village Trustees

FROM: Evan Teich, Village Administrator

DATE: September 1, 2016

SUBJECT: Director of Police

As discussed at the Village Board meeting on August 23, 2016, the resolution to create the Director of Police position has been submitted for approval by the Village Board on September 6, 2016. The creation of the Director of Police position requires a review of ordinances that reference the Chief of Police position. Our legal counsel will make suggested ordinance changes that will come to the Village Board in the near future.

RESOLUTION NO. 896-16

A RESOLUTION CREATING THE POSITION OF DIRECTOR OF POLICE

WHEREAS, the corporate authorities of the Village of Itasca (hereinafter "Village") believe that the functions of municipal government can be performed more economically and efficiently by creating a new position in the Police Department entitled "Director of Police;" and

WHEREAS, the Village wishes to create a position entitled "Director of Police" with the responsibilities and duties outlined in the Job Description, attached hereto as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED by the Village 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 create a position entitled "Director of Police" with the responsibilities and duties outlined in the Job Description, Exhibit A.

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 Resolutions and Ordinances 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 effect immediately from and after its passage and approval.

AYES: _____

NAYES: _____

ABSENT: _____

ABSTAIN: _____

APPROVED and ADOPTED by the Village President and Board of Trustees of the Village of Itasca this ____ day of September, 2016.

APPROVED:

Village President Jeffery J. Pruyn

ATTEST:

Village Clerk Melody J. Craven

RESOLUTION NO. 902-16

**A RESOLUTION ADOPTING A NEW
POLICE DEPARTMENT ORGANIZATIONAL CHART**

WHEREAS, the corporate authorities of the Village of Itasca (hereinafter “Village”) believe that the functions of municipal government can be performed more economically and efficiently by revising the organizational chart of the Police Department; and

WHEREAS, the Village wishes to structure the Police Department and positions as outlined in the revised Organizational Chart, attached hereto as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED by the Village 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 and adopt the new Police Department Organizational Chart, Exhibit A, which shall replace the Village’s current Police Department Organizational Chart.

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 Resolutions and Ordinances 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 effect immediately from and after its passage and approval.

AYES: _____

NAYES: _____

ABSENT: _____

ABSTAIN: _____

APPROVED and ADOPTED by the Village President and Board of Trustees of the Village of Itasca this ____ day of September, 2016.

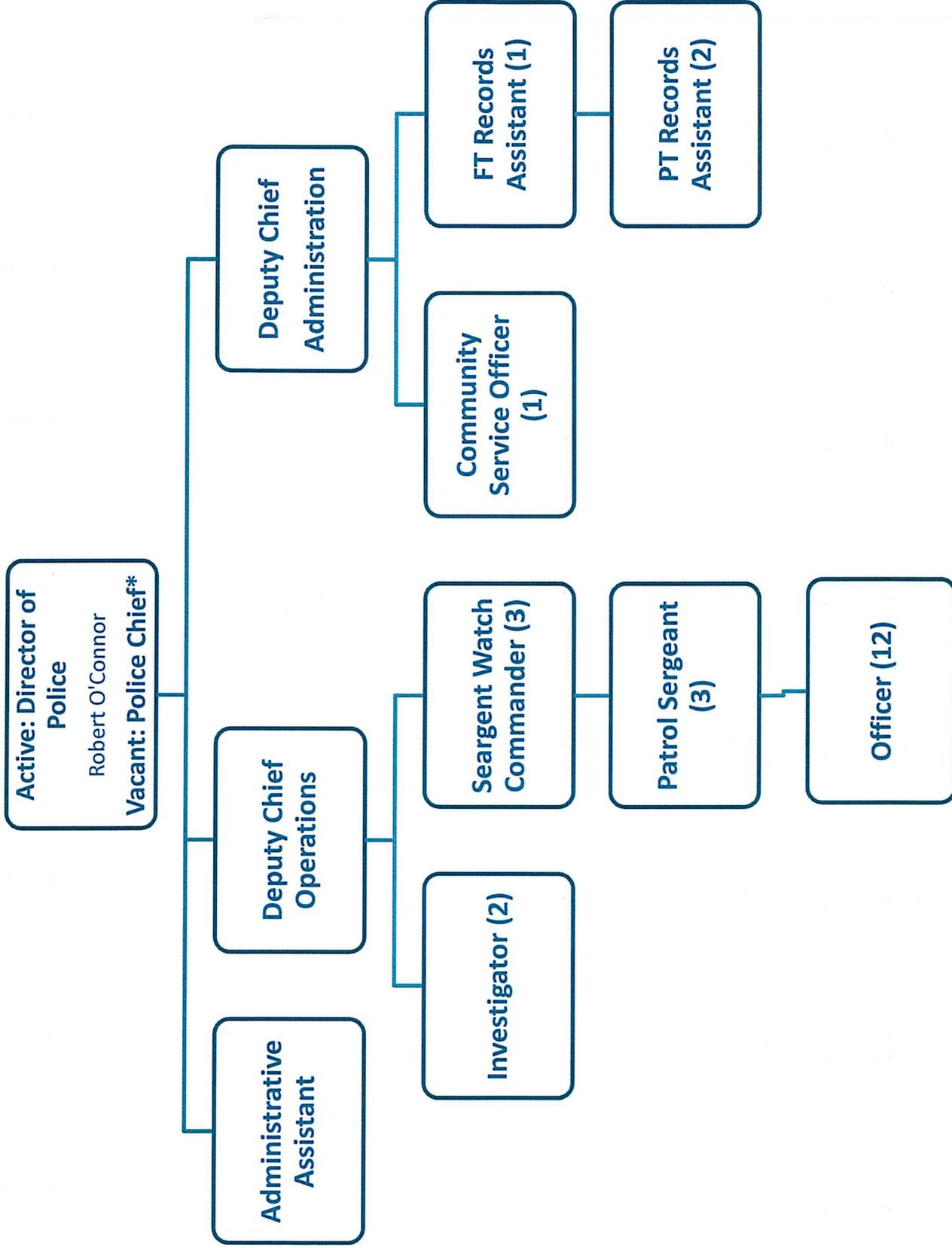
APPROVED:

Village President Jeffery J. Pruyn

ATTEST:

Village Clerk Melody J. Craven

POLICE DEPARTMENT



*When Director of Police position is filled, Police Chief position will remain vacant.

RESOLUTION NO. 903 -16

**A RESOLUTION WAIVING THE FORMAL BIDDING REQUIREMENTS
FOR OFFICE FURNITURE FOR THE POLICE DEPARTMENT
FROM BUSINESS OFFICE SYSTEMS (BOS)**

WHEREAS, the Village of Itasca (hereinafter “Village”) budgeted funds for new office furniture for the Police Department for 2016; and

WHEREAS, the Village investigated the cost for new office furniture and received proposals from two different vendors; and

WHEREAS, Business Office Systems (hereinafter “BOS”) submitted the lowest offer of \$23,554.04; and

WHEREAS, the Village has worked with BOS in the past to purchase furniture for the Police Department; and

WHEREAS, 65 ILCS 5/8-9-1 provides that any work exceeding \$20,000 shall be performed pursuant to a contract that shall be competitively bid, except that such contract may be entered into by the proper officers without advertising for bids if authorized by a vote of two-thirds (2/3) of all the trustees then holding office; and

WHEREAS, in light of the offer received from BOS the corporate authorities of the Village Itasca have determined that it would be in the best interests of the Village to waive formal bidding for new office furniture for the Police Department for the Village of Itasca; and

WHEREAS, the corporate authorities of the Village of Itasca hereby accept and approve the original proposal from BOS, attached hereto as Exhibit A, for new office furniture for the Police Department.

NOW, THEREFORE, BE IT RESOLVED by the Village 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 waive formal bidding for new office furniture for the Police Department.

SECTION TWO: The corporate authorities of the Village of Itasca hereby accept and approve Exhibit A, the original proposal submitted by BOS.

SECTION THREE: The Village President is hereby authorized to formally sign the contract with BOS on behalf of the Village of Itasca.

SECTION FOUR: 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 FIVE: 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 SIX: EFFECTIVE DATE. This Resolution shall be in effect immediately from and after its passage and approval.

AYES: _____

NAYES: _____

ABSENT: _____

ABSTAIN: _____

APPROVED and ADOPTED by the Village President and Board of Trustees of the Village of Itasca this ____ day of September, 2016.

APPROVED:

Village President Jeffery J. Pruyn

ATTEST:

Village Clerk Melody J. Craven

ITASCA POLICE DEPARTMENT MEMORANDUM

Date: September 2, 2016
To: Mayor Pruyn and Village Trustees
From: Deputy Chief Matuga
Subject: Request to Waive Formal Bidding Requirements
Cc: Chief O'Connor/Deputy Chief Kauther/Finance Director Ciesla

The Itasca Police Department is requesting that you approve the resolution waiving the formal bidding process for the office furniture that will be going into the new sergeants office. We have obtained two bids; one from Business Office Systems (BOS) and one from Hendricksen. Hendricksen currently is based in Itasca and BOS was but is still local.

We would like to go with the BOS bid and not pursue further bids because we have done business with BOS before and their quote is significantly the cheaper of the two obtained already for a comparable/matching furniture line to what is already in the police station. It is believed that they have the price, product and the expertise to accomplish our goals with the sergeant office project.

RESOLUTION NO. 895 -16

A RESOLUTION AUTHORIZING EXECUTION OF AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF WOOD DALE AND THE VILLAGE OF ITASCA REGARDING RECONSTRUCTION AND MAINTENANCE OF MILL ROAD

WHEREAS, the Village of Itasca (hereinafter “Village”) and the City of Wood Dale (hereinafter “City”) are Illinois municipal corporations; and

WHEREAS, Article 7, Section 10 of the Illinois Constitution of 1971 and the Illinois Intergovernmental Cooperation Act 5 ILCS 220/1 et seq. allows municipal corporations to enter into intergovernmental agreements in the furtherance of their governmental purposes; and

WHEREAS, the Village and City wish to enter into an Intergovernmental Agreement, which is attached hereto as Exhibit A and incorporated herein by reference, for concerning the reconstruction and maintenance of Mill Road, as more fully described in Exhibit A.

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 the Intergovernmental Agreement, Exhibit A, between the Village of Itasca and City of Wood Dale.

SECTION TWO: The Village President, or his designee, is hereby authorized to sign and execute the Intergovernmental Agreement, Exhibit A, on behalf of the Village of Itasca.

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 from and after its passage and approval.

AYES: _____

NAYES: _____

ABSENT: _____

ABSTAIN: _____

APPROVED and ADOPTED by the Village President and Board of Trustees of the
Village of Itasca this _____ day of September, 2016.

APPROVED:

Village President Jeffery J. Pruyn

ATTEST:

Village Clerk Melody J. Craven



PUBLIC WORKS

411 N Prospect Ave
Itasca, Illinois 60143-1795
Tel: 630-773-2455 Fax: 630-773-9856
www.itasca.com

MEMORANDUM

Date: August 24, 2016

To: Village President
Board of Trustees
Village Administrator

From: Ross Hitchcock, Director of Public Works *RH*

RE: Wood Dale/Itasca IGA Mill Road Resurfacing

The City of Wood Dale is in the process of resurfacing Mill Road from George Street, South to the I-290 overpass. Itasca owns the west section of Mill Road from George Street to the Forest Preserve property and a small portion adjacent to Benson Park. In July 2015 we executed a letter of intent to join Wood Dale's project and cover the cost for our portion of the Mill Road resurfacing.

Itasca's cost for our portion of the project is \$5,585.47.

I recommend adopting Resolution #895-16 approving the IGA with the City of Wood Dale for the resurfacing of Itasca's portion of Mill Road.

Attached please find Resolution # 895-16, the IGA, and the cost estimate for our portion.

8678 Ridgefield Road
 Crystal Lake, IL 60012
 815.459.1260
 815.455.0450
 www.baxterwoodman.com
 info@baxterwoodman.com



Memo

To: **Matt York**

City of Wood Dale

From: **Craig Mitchell**

Date: **7/14/16**

Project No.: **150676.60**

Subject: **Mill Rd - Village of Itasca cost estimate**

Matt, listed below are the costs for the section of Mill Road that is under the Village of Itasca's jurisdiction. The Village of Itasca starts at Sta. 56+33 from the centerline to the west and continues north along Mill Road to George Street approx. Sta. 62+83. The itemized list includes the area of the pavement, concrete items as marked and measured in the field and other associated costs.

station	pavement area calc		area (SY)
	width	avg. width	
5633	14	14	460.44
5929	14	15.5	156.72
6020	17	17	496.78
6283	17		

radius @ George	0.5*30.5*21.0/9	35.58
-----------------	-----------------	-------

Total Area **1149.53 SY**

Costs:

HMA Surface Removal, 2-1/2"	1149.53	@	\$ 1.95	=	\$ 2,241.58
Level Binder, 3/4":	<u>1149.53x112x0.75</u>	@	\$ 62.00	=	\$ 2,993.36
	2000			=	

HMA Srfce Cse, 1-3/4": <u>1149.53x112x1.75</u> 2000	112.65	@	\$ 62.00	=	\$ 6,984.30
Mix Cracks Jts & Flangeways	1.74	@	\$ 330.00	=	\$ 574.20
Sidewalk Removal	297.5	@	\$ 2.20	=	\$ 654.50
PCC Sidewalk 5"	244	@	\$ 5.72	=	\$ 1,395.68
PCC Sidewalk 7"	53.5	@	\$ 5.83	=	\$ 311.91
Comb Curb & Gutter Rem & Repl	65.5	@	\$ 26.40	=	\$ 1,729.20
Class D Patching, 10"	60	@	\$ 65.00	=	\$ 3,900.00
Strip Reflective Crack Control Treatment	650	@	\$ 1.35	=	\$ 877.50
Bit Matl Tack Coat	775.93	@	\$ 0.28	=	\$ 217.26
Detectable Warnings	16	@	\$ 26.40	=	\$ 422.40
Thermo Pavt Marking 6"	40	@	\$ 1.00	=	\$ <u>40.00</u>
					\$
			Total	=	22,341.88
	\$		\$		\$
Municipality is responsible for 25% of cost:	22,341.88	x	0.25	=	5,585.47
					Itasca

I:\Crystal Lake\WDDL\150676-Mill Road - Street and WM\60-Construction\roadway project\Payment Estimate\Itasca costs for Mill Rd.docx

**INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF
WOOD DALE AND THE VILLAGE OF ITASCA FOR THE
RECONSTRUCTION AND MAINTENANCE OF
CERTAIN SECTIONS OF MILL ROAD**

THIS AGREEMENT (“Agreement”) is entered into this ___ day of September 2016, by and between the CITY OF WOOD DALE, a municipal corporation (“CITY”), and the VILLAGE OF ITASCA, a municipal corporation (“VILLAGE”). The CITY and the VILLAGE are sometimes collectively referred to herein as the “PARTIES.”

RECITALS

WHEREAS, the CITY and VILLAGE are duly organized and existing bodies politic and corporate governed by the provisions of the Illinois Municipal Code, 65 ILCS 5/1-1-1, *et seq.*; and

WHEREAS, the CITY and the VILLAGE are also public agencies within the meaning of the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1, *et seq.*, and are authorized by Article VII, Section 10 of the Constitution of the State of Illinois to cooperate for public purposes; and

WHEREAS, the purpose of the Intergovernmental Cooperation Act and Article VII, Section 10 of the Constitution of the State of Illinois includes fostering cooperation among governmental bodies; and

WHEREAS, Article VII, Section 10, of the Illinois Constitution of 1970 and the Intergovernmental Cooperation Act, 5 ILCS 220/1, *et seq.*, authorize units of local government to contract or otherwise associate among themselves to obtain or share services, to exercise, combine or transfer any power or function, in any manner not prohibited by law, to use their credit, revenues and other reserves to pay costs and to service debt related to intergovernmental activities; and

WHEREAS, the CITY and the VILLAGE additionally are “units of local government,” as defined in Article VII, Section 1, of the Illinois Constitution of 1970, and, therefore, pursuant to Section 10 of Article VII, have the power to contract among themselves to obtain or share services and to exercise, combine or transfer any power or function in any manner not prohibited by law or ordinance; and

WHEREAS, the CITY and the VILLAGE, pursuant to Section 7-101 of the Illinois Highway Code, 605 ILCS 5/7-101, are authorized to layout, establish, construct, reconstruct, alter, widen, relocate, improve, maintain, repair and vacate in the manner provided by the Illinois Municipal Code and the Illinois Highway Code, 605 ILCS 5/1-101; and

WHEREAS, the CITY has determined to undertake the reconstruction and improvement of a certain CITY road, Mill Road, from East George Street to the I-290 overpass; and

WHEREAS, two sections (“Village Sections”) of the western half of Mill Road, as depicted in the Exhibit A, which is attached hereto and incorporated herein by reference, lie within the corporate boundaries of the VILLAGE; and,

WHEREAS, the VILLAGE desires the CITY to reconstruct and improve the Village Sections of Mill Road simultaneously with and in the same manner as the CITY’S reconstruction and improvement as the parts of the road within the CITY (“City Sections”); and

WHEREAS, the CITY is willing to undertake the reconstruction and improvement of the Village Sections as part of the reconstruction and improvement of the City Sections, provided the VILLAGE compensates the CITY for the reconstruction and improvement of the Village Sections; and

WHEREAS, the PARTIES have agreed to payment by the VILLAGE in the amount set forth below as full and complete compensation to the CITY the reconstruction and improvement of the Village Sections,

WHEREAS, accordingly, the PARTIES desire to enter into this Agreement for the reconstruction and improvement of the Village Sections by the CITY on the terms and conditions set forth below,

NOW, THEREFORE, in consideration of the promises and covenants contained herein, the PARTIES agree that:

SECTION 1. RECITALS. The foregoing recitals are hereby incorporated by reference as though fully set forth herein.

SECTION 2. TERMS. For purposes of this Agreement, the term “CITY” shall also include the CITY’S present and future officers, employees, agents, servants, contractors and their subcontractors, volunteers, assigns and successors. The term “VILLAGE” shall also include the VILLAGE’S present and future officers, employees, agents, servants, contractors and their subcontractors, volunteers, assigns and successors. The term “Work” shall mean any repair construction, reconstruction, or improvement. The terms “Maintenance” and “Maintain” shall mean plowing, salting sweeping, patching or any other activity necessary to cause the Village Sections to function safely in accordance with CITY specifications in effect for roads at the time of the completion of the Work, but shall not mean or include the complete repaving, resurfacing, or reconstruction of the Village Sections.

SECTION 3. CITY’S OBLIGATIONS. The CITY shall carry out all Work on the Village Sections, including the furnishing of all materials and labor necessary therefor, simultaneously with the CITY’s undertaking of Work on the City Sections as follows:

a. The Work performed hereunder shall be in accordance with the Report from Baxter & Woodman, Consulting Engineers, dated July 14, 2016. The Village shall be responsible for its share of the costs associated with the improvements on its portion of the roadway, as more fully set forth in said Report. Attached hereto as Exhibit "A", which is incorporated herein by reference.

b. The Work on the Village Sections shall be of the same materials and to the same specifications as on City Sections. The CITY shall have complete responsibility for the Work on Village Sections, including, but not limited to, the design, construction, materials, and installations and the scheduling of construction. However, the VILLAGE may request reasonable scheduling changes, which shall be granted by the CITY, unless they would affect any scheduled completion of the reconstruction or other contractual obligation of the CITY. All Work on the Village Sections shall be performed in a workmanlike manner without the attachment of any liens on property or public funds of the VILLAGE and shall be completed in compliance with all applicable statutes, laws, ordinances, rules and regulations.

c. The CITY, at its sole cost and expense, shall maintain the Village Sections once the Work as provided for herein has been completed and accepted by the VILLAGE as provided below. The CITY shall have no obligation to further pave, repave, resurface, construct or reconstruct the Village Sections, except as provided herein in relation to the reconstruction and improvement of the City Sections.

d. The CITY shall give the VILLAGE ten (10) days' written notice of the commencement of the Work on the Village Sections. If known by the CITY at the time the notice is given, it shall include the expected completion date and identity and the times of any necessary safety measures, such as the closing of intersecting streets, which the VILLAGE must take in connection with the Work. Other than for plowing, salting, and sweeping, the CITY shall give the VILLAGE five (5) days' written advance notice of any Maintenance to the Village Sections, except in the event of an emergency. In the case of an emergency, the CITY shall give the VILLAGE notice of any such installation, Maintenance as promptly as possible under the circumstances of the emergency.

e. The CITY'S obligation to Maintain the Village Sections shall continue until the termination of this Agreement as provided in Section 6 below.

f. The CITY agrees that, before beginning any Work or Maintenance on the Village Sections, it shall maintain (if the CITY is performing the Work), or it shall cause each of its contractors who will be performing the Work to maintain, general comprehensive liability, automobile liability, and employer's liability insurance policies and deliver to the VILLAGE a certificate(s) of insurance from insurers meeting the minimum requirements for insurance typically required by the CITY on such projects, naming the VILLAGE as an "additional insured." This insurance shall be primary insurance with respect to any other insurance or self-insurance afforded to the VILLAGE. Any insurance or self-insurance maintained by the VILLAGE shall be excess of the contractor's insurance and shall not contribute with it.

g. The CITY shall restore to its original condition any property near, around or adjacent to the Village Sections disturbed by the Work on or Maintenance of them.

SECTION 4. VILLAGE'S OBLIGATIONS: In connection with the Work and Maintenance of the Village Sections:

a. The VILLAGE shall pay the CITY as full and complete compensation for the Work and Maintenance of the Village Sections the sum of Five Thousand Five Hundred and Eight Five Dollars and 47/100 (\$5,585.47) upon the execution of this Agreement. The said Five Thousand Five Hundred and Eight Five Dollars and 47/100 (\$5,585.47) shall be full, complete, and only payment required of the VILLAGE in connection with this Agreement.

b. The VILLAGE shall cooperate with the CITY in effecting all reasonable measures necessary for the CITY to carry out the Work on the Village Sections without cost to the CITY, including, but not limited to the establishment of traffic detours and the temporary closing off streets opening on to the Village Sections.

c. The VILLAGE agrees that, except as provided herein, the design, materials, installation, construction, and the maintenance of the Village Sections shall be within the sole discretion, supervision, control and direction of the CITY.

d. Upon notification by the CITY of the completion of the Work on the Village Sections, the VILLAGE shall promptly inspect the Work, and if satisfactory, accept such. The VILLAGE'S acceptance of the Work shall be deemed as the fulfillment by the CITY of all of its obligations under this Agreement with respect to the reconstruction and improvement of the Village Sections.

SECTION 5. VILLAGE'S REPRESENTATIONS. The VILLAGE represents that it possesses all rights of ownership and/or other rights and interests in the rights-of-way underlying the Village Sections required for the CITY'S undertaking of the Work on those sections and that the CITY shall have no obligation to investigate or determine the sufficiency of such or acquire on behalf of VILLAGE any additional right or interest in such rights-of-way.

SECTION 6. TERMINATION. This Agreement may be terminated as follows:

a. This Agreement may be terminated by the CITY, in its sole discretion, at any time prior to the commencement of the Work upon the Village Sections. The CITY shall give the VILLAGE notice of any such termination.

b. After the commencement of the Work on the Village Sections, but before the completion and acceptance thereof by the VILLAGE, this Agreement may be terminated only by the mutual agreement of the PARTIES in writing.

c. After the VILLAGE'S acceptance of the work on the Village Sections: 1) this Agreement shall terminate as to all or any of portion of a Village Section upon the CITY'S loss or surrender of jurisdiction over or Maintenance of the City Section or portion of the City Section abutting such; or 2) this Agreement shall terminate as to all Village Sections upon that CITY'S determination, in its sole discretion, to discontinue Maintenance of the Village Sections, upon giving the VILLAGE ninety (90) days' written notice of such.

d. If this Agreement is terminated pursuant to either subsection b. or c. of this Section 6, the indemnification provisions set forth herein shall survive termination of the Agreement.

SECTION 7. INDEMNIFICATION.

a. The CITY shall indemnify, hold harmless, and defend the VILLAGE or any of its commissioners, officers, employees, or agents from and against any and all liability, suits, claims, demands, causes of action, judgments, and damages, including attorney's fees and costs, arising out of or in any way related to any loss, damage, injury, death, or loss or damage to property resulting from any negligent, willful and wanton or intentional acts or omissions in connection with the design, construction, installation, maintenance, repair and/or replacement of the Village Sections, including but not limited to the CITY'S performance of its obligations under this Agreement, to the fullest extent the CITY is so authorized under the law.

b. The VILLAGE shall indemnify, hold harmless, and defend the CITY or any of its City Council members, officers, employees, or agents from and against any and all liability, suits, claims, demands, causes of action, judgments, and damages, including attorney's fees and costs arising out of or related to any loss, damage, injury, death, or loss or damage to property resulting from resulting from any negligent, willful and wanton or intentional acts or omissions in connection with the VILLAGE'S performance of this Agreement to the fullest extent the VILLAGE is so authorized under the law.

SECTION 8. MISCELLANEOUS.

a. Amendment. This Agreement may be amended or modified only by written instrument signed by both the CITY and the VILLAGE, with any appropriate or acquired corporate action or authorization.

b. Construction. Agreement shall be construed according to the laws of the State of Illinois and any litigation arising out of this Agreement shall be brought in the Eighteenth Judicial Circuit, DuPage County, Illinois. The PARTIES agree that the successful party in any litigation to enforce the terms and provisions of this Agreement shall be entitled to its reasonable costs and attorney fees to enforce the terms and provisions of the Agreement.

c. Severability. It is agreed between the CITY and VILLAGE that the provisions of this Agreement are severable. If any provision, paragraph, section, subdivision, clause, phrase, or word of this Agreement is for any reason held to be contrary to law, or contrary to any rule or regulation having the force and effect of law, such decision shall not affect the remaining portions of this Agreement.

d. Notice. Any notice required by the provisions of this Agreement shall be mailed to:

City of Wood Dale
Jeffrey Mermuys, City Manager
404 N. Wood Dale Road
Wood Dale, IL 60191

Village of Itasca
Evan Teich, Village Administrator
550 West Irving Park Road
Itasca, IL 60143

With copy to:
Patrick K. Bond
Bond, Dickson & Associates, P.C.
400 S. Knoll Street, Unit C
Wheaton, IL 60187

With copy to:
Charles E. Hervas
Hervas, Condon & Bersani
333 W. Pierce Road, Suite 195
Itasca, IL 60143

e. Entire Agreement. This Agreement, together with Exhibit A, represents the entire Agreement between the CITY and the VILLAGE and supersedes all prior negotiations, representations or agreements either written or oral.

[This space left intentionally blank.]

IN WITNESS WHEREOF, the PARTIES to this Agreement have entered their hands and seals on the date above and by the same acknowledge that they have read and understand this Agreement and intend to be bound by its terms.

CITY OF WOOD DALE

VILLAGE OF ITASCA

Annunziato Pulice
Mayor, City of Wood Dale

Jeff Pruyn
Mayor, Village of Itasca

Attest:

Attest:

By: _____
Shirley J. Siebert
City Clerk

By: _____
Melody Craven
Village Clerk

RESOLUTION NO. 897-16

A RESOLUTION ACCEPTING THE LOW BID FROM UNITED SEPTIC FOR SANITARY SEWER CLOSED CIRCUIT TELEVISIONING INSPECTION AND CLEANING

WHEREAS, the Village of Itasca (hereinafter “Village”) wishes to engage in a 8-year program to inspect and clean its sanitary sewers via closed circuit televising (hereinafter “CCTV”); and

WHEREAS, the Village participated in a joint request for bids in April 2016 for CCTV inspection and cleaning with four other communities, and the low bidder from that joint request was Pipe View LLC, who priced the Village’s portion (33,327 linear foot) at approximately \$80,000; and

WHEREAS, the Village never accepted the bid from Pipe View LLC as allowed under the joint request for bids and does not wish to accept Pipe View LLC’s bid offer; and

WHEREAS, the Village requested its own bids for sanitary sewer CCTV inspection and cleaning on August 16, 2016; and

WHEREAS, the Village now wishes to accept the lowest qualified bid obtained from its own request for bids on August 16, 2016, from United Septic of \$50,327.05.

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 accept the bid from United Septic at the amounts of \$50,327.05.

SECTION TWO: The Village President, or his designee, is hereby authorized to execute any necessary documents to accept the bid from United Septic.

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 from and after its passage and approval.

AYES: _____

NAYES: _____

ABSENT: _____

ABSTAIN: _____

APPROVED and ADOPTED by the Village President and Board of Trustees of the
Village of Itasca this ____ day of September, 2016.

APPROVED:

Village President Jeffery J. Pruyn

ATTEST:

Village Clerk Melody J. Craven



PUBLIC WORKS

411 N Prospect Ave
Itasca, Illinois 60143-1795
Tel: 630-773-2455 Fax: 630-773-9856
www.itasca.com

MEMORANDUM

Date: August 29, 2016

To: Village President
Board of Trustees
Village Administrator

From: Ross Hitchcock, Director of Public Works *RH*

RE: Sanitary Sewer Close Circuit Televising Inspection and Cleaning (CCTV)

The Village completed an 8 year sanitary sewer televising program in 2008. This year we are starting a new eight year program. This is a budgeted item and is part of the CIP.

We participated with four other communities' in a joint invitation to bid in April 2016. Itasca's portion was 33,329 LF of various size sanitary sewer mains. The overall low bidder was Pipe View LLC from Indiana. Itasca's work was priced at about \$80,000; Mike Subers reviewed the bids and felt this price was high. We decided it would be in Itasca's best interest to bid this work independently.

We opened bids for our Sanitary Sewer Close Circuit Televising Inspection and Cleaning program on August 16, 2016. Five qualified bidders participate with United Septic providing the low bid at \$50,327.05.

Everything appears to be in order, I recommend accepting United Septic's low bid of \$50,327.05 to perform closed circuit televising inspection and cleaning.

Base Bid

ITEM NO.	ITEM DESCRIPTION	UNITS	QUANTITY	United Septic		View-Sewer		Michael's		Hydro Vision		National Power Rodding		UNIT PRICE	EXTENDED PRICE
				UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE		
1	CCTV Inspection of Sanitary Sewers (6" to 12") no dye-water flooding	LF	31617	1.40	\$ 44,263.80	1.75	\$ 55,329.75	1.60	\$ 50,587.20	1.40	\$ 44,263.80	1.45	\$ 45,844.65		
2	CCTV Inspection of Sanitary Sewers (6" to 12") no dye-water flooding Rear Yard	LF	996	1.40	\$ 1,394.40	1.75	\$ 1,743.00	2.80	\$ 2,788.80	2.25	\$ 2,241.00	2.00	\$ 1,992.00		
3	CCTV Inspection of Sanitary Sewers (15" to 18") no dye-water flooding	LF	716	1.40	\$ 1,002.40	1.75	\$ 1,253.00	1.60	\$ 1,145.60	1.75	\$ 1,253.00	1.75	\$ 1,253.00		
4	Sewer Condition Evaluation	LF	33239	0.05	\$ 1,666.45	0.02	\$ 666.58	0.06	\$ 1,999.74	0.50	\$ 1,666.50	0.30	\$ 9,998.70		
5	Heavy Cleaning	LF	1000	2.00	\$ 2,000.00	2.00	\$ 2,000.00	2.50	\$ 2,500.00	1.50	\$ 1,500.00	0.50	\$ 500.00		
Total Base Bid					\$ 50,327.05		\$ 60,992.33		\$ 59,021.34		\$ 65,922.30		\$ 59,588.35		\$ -

Supplemental Unit Price

ITEM NO.	ITEM DESCRIPTION	EA	QUANTITY	UNIT PRICE	EXTENDED PRICE										
6	Protruding Tap Removal	EA	6	250.00	\$ 1,500.00	175.00	\$ 1,050.00	397.00	\$ 2,382.00	150.00	\$ 900.00	125.00	\$ 750.00		

RESOLUTION NO. 898 -16

**A RESOLUTION AUTHORIZING EXECUTION OF AN AGREEMENT
BETWEEN THE VILLAGE OF ITASCA AND ZAGSTER, INC.
CONCERNING A BICYCLE RENTAL PROGRAM**

WHEREAS, the Village of Itasca (hereinafter "Village") wishes to enter into an agreement with Zagster, Inc. concerning a bicycle rental program, attached hereto as Exhibit A and incorporated herein by reference.

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

SECTION ONE: The corporate authorities of the Village hereby approve the Agreement, Exhibit A, between the Village of Itasca and Zagster, Inc.

SECTION TWO: The Itasca Village President is hereby authorized to sign and execute the Agreement on behalf of the Village.

SECTION THREE: SEVERABILITY. If any section, paragraph, clause or provision of this Resolution is held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any of the other 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 from and after its passage and approval.

AYES: _____

NAYES: _____

ABSENT: _____

ABSTAIN: _____

APPROVED and ADOPTED by the Village President and Board of Trustees of the Village of Itasca this ____ day of September, 2016.

APPROVED:

Village President Jeffery J. Pruyn

ATTEST:

Village Clerk Melody J. Craven

RESOLUTION NO. 899-16

**A RESOLUTION ADOPTING A NEW
COMMUNITY DEVELOPMENT ORGANIZATIONAL CHART**

WHEREAS, the corporate authorities of the Village of Itasca (hereinafter “Village”) believe that the functions of municipal government can be performed more economically and efficiently by revising the organizational chart of the Community Development Department; and

WHEREAS, the Village wishes to structure the Community Development Department and positions as outlined in the revised Organizational Chart, attached hereto as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED by the Village 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 and adopt the new Community Development Department Organizational Chart, Exhibit A, which shall replace the Village’s current Community Development Department Organizational Chart.

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 Resolutions and Ordinances 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 effect immediately upon its passage and approval.

AYES: _____

NAYES: _____

ABSENT: _____

ABSTAIN: _____

APPROVED and ADOPTED by the Village President and Board of Trustees of the Village of Itasca this ____ day of July, 2016.

APPROVED:

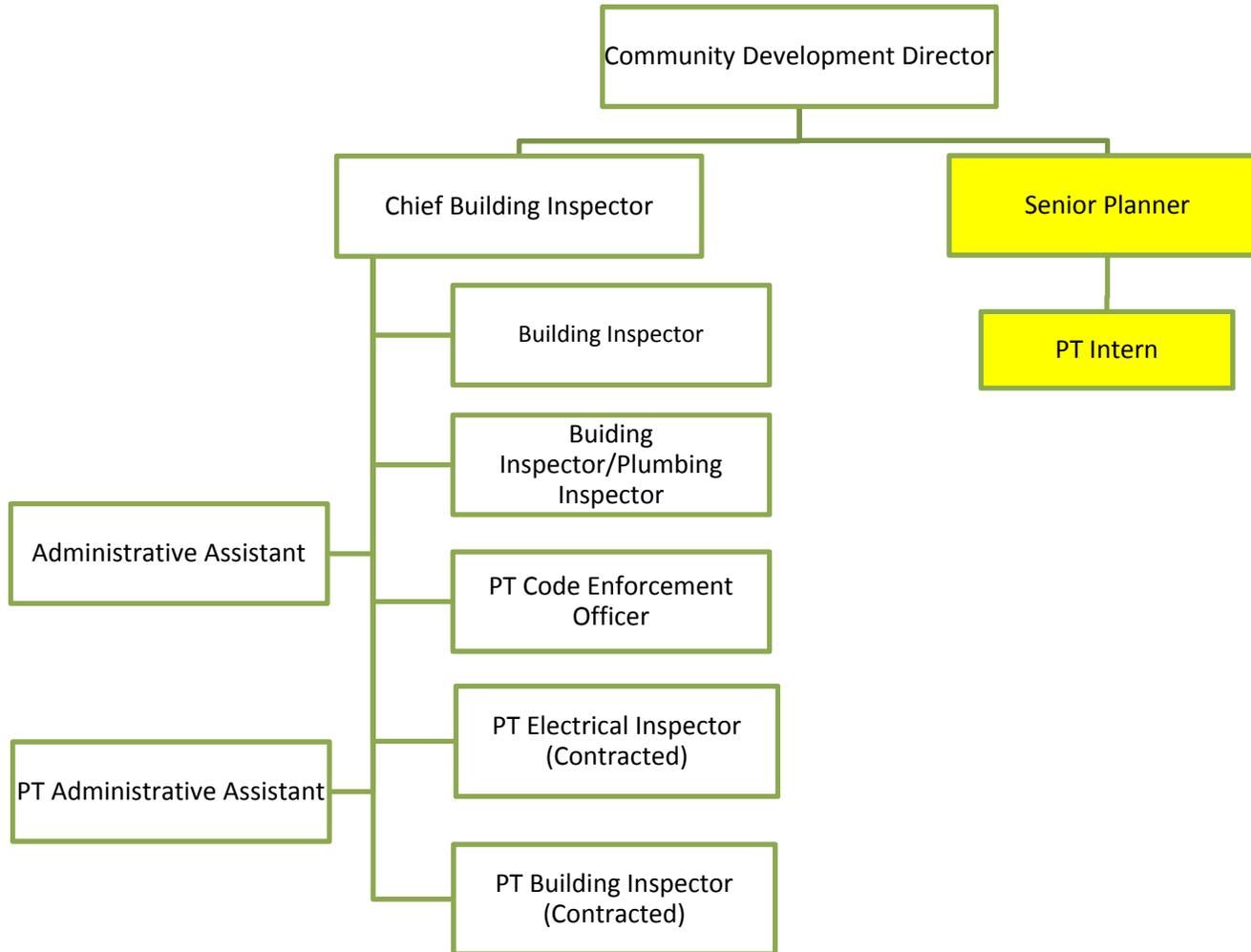
Village President Jeffery J. Pruyn

ATTEST:

Village Clerk Melody J. Craven

COMMUNITY DEVELOPMENT DEPARTMENT

Proposed FY 2016-2017



RESOLUTION NO. 900-16

A RESOLUTION CHANGING THE TITLE OF HUMAN RESOURCES/RISK MANAGEMENT COORDINATOR TO HUMAN RESOURCES MANAGER

WHEREAS, the corporate authorities of the Village of Itasca (hereinafter “Village”) believe that the functions of municipal government can be performed more economically and efficiently by revising the organizational chart of the Administration Department to change the title of Human Resources/Risk Management Coordinator to Human Resources Manager, as outlined in the revised Administration Organizational Chart, attached hereto as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED by the Village 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 and adopt the new Administration Organizational Chart, Exhibit A, which shall replace the Village’s current Administration Organizational Chart.

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 Resolutions and Ordinances 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 effect immediately upon its passage and approval.

AYES: _____

NAYES: _____

ABSENT: _____

ABSTAIN: _____

APPROVED and ADOPTED by the Village President and Board of Trustees of the Village of Itasca this ____ day of July, 2016.

APPROVED:

Village President Jeffery J. Pruyn

ATTEST:

Village Clerk Melody J. Craven