



PRESIDENT AND BOARD OF TRUSTEES

Regular Meeting

October 2, 2024

7:30 PM

Village Hall Board Room

102 S. Second Street, West Dundee, IL 60118

I. Call to Order

II. Roll Call

III. Pledge of Allegiance

IV. Approval of Agenda

V. Village President's Report

1. ?
- 2.

VI. Reports and Questions from Trustees and Working Groups

- 1.
2. ?

VII. Village Staff Reports

VIII. Questions from the Audience

(not to exceed 30 minutes with a limit of 5 minutes per person requesting to be heard)

- 1.
- 2.

IX. Consent Agenda

1. Approval of Minutes: Regular Board Meeting - February 19, 2024
2. Approval of Bill List

File: [Approval of Bill List: 03/18/24](#)

File: [Default file descriptionApproval of Minutes: Regular Board Meeting - February 19, 2024](#)

X. New Business

1. Amendment 1 - 2024 Street Improvements (Trustee Yuscka)
2. Budget Presentation Timeline (President Nelson)
3. Authorization to Conduct North Lot Water Improvements, Phase 1 (Trustee Yuscka)

File: [Budget Presentation Timeline \(President Nelson\)](#)

File: [Amendment 1 - 2024 Street Improvements \(Trustee Yuscka\)](#)

File: [Authorization to Conduct North Lot Water Improvements, Phase 1 \(Trustee Yuscka\)](#)

File: [Authorization to Conduct North Lot Water Improvements, Phase 1 \(Trustee Yuscka\)](#)

File: [Budget Presentation Timeline \(President Nelson\)](#)

File: [Amendment 1 - 2024 Street Improvements \(Trustee Yuscka\)](#)

XI. Executive Session

1. ?
2. ?

File: [Budget Presentation](#)

File: [Budget Presentation](#)

XII. Miscellaneous / Future Agenda Items

1. ?
2. ?

XIII. Adjournment

VENDOR #	INVOICE #	INVOICE STATUS	ACCOUNT NUMBER	BATCH P.O. #	DUE DATE PROJECT	INVOICE AMT/ ITEM AMT
AEP100	AEP ENERGY					
030124	29062	AB		030724	03/18/2024	677.67
	01 ACCOUNT 3013129062		1-17-3-1000			677.67
030824	29051	AB		030724	03/18/2024	1,708.02
	01 ACCOUNT 3013129051		1-17-3-1000			1,708.02
					VENDOR TOTAL:	2,385.69
AIR100	AIR ONE EQUIPMENT, INC.					
203388		AB		030724	03/18/2024	4,390.00
	01 HOSE 4"X100' YELLOW QTY5		4-42-5-1200			4,390.00
					VENDOR TOTAL:	4,390.00
AIR101	AIRGAS USA LLC					
5505995977		AB		031824	03/18/2024	478.99
	01 AIRGAS CYLINDER RNTL		1-17-3-0200			287.40
	02 AIRGAS CYLINDER RNTL		2-21-3-0200			191.59
					VENDOR TOTAL:	478.99
AMA101	AMAZON CAPITAL SERVICES, INC.					
17V1-XDHM-6R96		AB		030724	03/18/2024	60.48
	01 BOGEN MONO AUX MODULE		1-15-3-0200			60.48
1CVH-WDXV-D4L3		AB		030724	03/18/2024	11.99
	01 EXTENSION CABLE		1-12-5-1520			11.99
1HHL-3H3D-C7F1		AB		030724	03/18/2024	27.80
	01 LETTER TRAY ORG, DESK FILE HLD		1-15-3-0100			27.80
1JLY-HPD7-73MN		AB		030724	03/18/2024	267.70
	01 IBM 01PL041 LTO-8 ULTRIUM QTY5		1-12-5-1520			267.70
1JXW-K7FV-9MWD		AB		030724	03/18/2024	50.00

VENDOR #	INVOICE #	INVOICE STATUS	BATCH	DUE DATE	INVOICE AMT/
ITEM DESCRIPTION	ACCOUNT NUMBER	P.O. #	PROJECT	ITEM AMT	
01 SECURITY KEY NFC QTY2	1-12-5-1520	COMPUTER EQUIPMENT REPLACEMENT			50.00
AMA101 AMAZON CAPITAL SERVICES, INC.					
1K6Q-3RKP-69WR	AB	03/07/2024	030724	03/18/2024	77.20
01 AMAZON MEDICAL SUPPLIES	1-15-3-0300	MEDICAL SUPPLIES			77.20
1MPX-4GQL-77GF	AB	03/07/2024	030724	03/18/2024	38.67
01 SPEAKERS, WEBCAM	1-12-5-1520	COMPUTER EQUIPMENT REPLACEMENT			38.67
1MYW-4FYR-HWF1	AB	03/07/2024	030724	03/18/2024	-49.58
01 RTRN WATER FILTER REPLACEMENT	1-12-3-0100	OFFICE SUPPLIES			-49.58
1NFJ-MPVR-C9FL	AB	03/07/2024	030724	03/18/2024	43.79
01 TONER CARTRIDGE	1-12-5-1520	COMPUTER EQUIPMENT REPLACEMENT			43.79
1P6P-CTGF-DFQP	AB	03/07/2024	030724	03/18/2024	360.00
01 TURKEY RAFFLE	1-15-3-3800	FIRE - REIMBURSEABLE EXPENSE			360.00
1PDD-1YGW-FNTY	AB	03/07/2024	030724	03/18/2024	-135.22
01 RTRN ZAGG CASE AND KEYBOARD	1-12-5-1510	COMPUTER EQUIPMENT			-135.22
1V6V-RKHP-6WXL	AB	03/07/2024	030724	03/18/2024	998.03
01 AMAZON SUPPLIES	1-14-3-0100	OFFICE SUPPLIES			45.00
02 AMAZON SUPPLIES	1-14-3-0200	OPERATING SUPPLIES			73.88
03 AMAZON SUPPLIES	1-14-4-0100	DEPARTMENT EQUIPMENT			30.29
04 AMAZON SUPPLIES	1-17-2-2000	SAFETY EQUIPMENT & PROGRAMS			21.78
05 AMAZON SUPPLIES	1-17-4-0100	DEPARTMENT EQUIPMENT			55.78
06 AMAZON SUPPLIES	1-18-2-2000	SAFETY EQUIPMENT & PROGRAMS			21.78
07 AMAZON SUPPLIES	1-18-3-0200	OPERATING SUPPLIES			69.99
08 AMAZON SUPPLIES	1-18-3-3500	SMALL EQUIP/TOOLS/HARDWARE			125.53
09 AMAZON SUPPLIES	1-18-4-0100	DEPARTMENT EQUIPMENT			60.79
10 AMAZON SUPPLIES	2-21-2-2000	SAFETY EQUIPMENT PROGRAM			21.78
11 AMAZON SUPPLIES	2-21-4-2550	WATER TREATMENT FACILITY			181.22
12 AMAZON SUPPLIES	2-22-2-2000	SAFETY EQUIPMENT PROGRAM			21.78
13 AMAZON SUPPLIES	2-22-3-3500	SMALL EQUIP/TOOLS/HARDWARE			35.98
14 AMAZON SUPPLIES	2-22-4-4500	LIFT STATIONS			232.45
1YHR-MXGV-MXVX	AB	03/07/2024	030724	03/18/2024	-31.38

VENDOR #	INVOICE #	INVOICE STATUS	ACCOUNT NUMBER	BATCH P.O. #	DUE DATE PROJECT	INVOICE AMT/ ITEM AMT
	01		2-21-3-0100			OFFICE SUPPLIES -43.99
	02		2-21-3-0100			OFFICE SUPPLIES 12.61
					VENDOR TOTAL:	1,719.48
ASSO100						ASSOCIATED TECHNICAL SERVICES
38238		AB		03/05/2024	031824 03/18/2024	1,620.00
	01		2-21-3-3000			LEAK DETECT LIBERTY/RT 31 CONTRACTUAL SERVICES 1,620.00
38254		AB		03/08/2024	031824 03/18/2024	924.00
	01		2-21-3-3000			LEAK DET 401 W MAIN CONTRACTUAL SERVICES 924.00
					VENDOR TOTAL:	2,544.00
ATL101						ATLAS CORP. & NOTARY SUPPLY CO
455857		AB		03/05/2024	031224 03/18/2024	25.90
	01		1-14-3-0200			NOTARY STAMP - HIGHLAND OPERATING SUPPLIES 25.90
					VENDOR TOTAL:	25.90
BAX100						BAXTER & WOODMAN, INC.
0256505		AB		02/28/2024	031824 03/18/2024	1,882.31
	01		4-00-0-3380			HUNTLEY RD - ENGR SVCS REIMBURSABLE 941.16
	02		4-31-5-5000			HUNTLEY RD ENGR SVCS HUNTLEY RD - ENGINEERING 941.15
					VENDOR TOTAL:	1,882.31
BFT100						B & F CONSTRUCTION CODE
64079		AB		03/14/2024	030724 03/18/2024	425.00
	01		1-16-3-3100			3 STRY MIX USE-SPRINK PLAN RVW PLAN REVIEW 425.00
64095		AB		03/14/2024	030724 03/18/2024	200.00
	01		1-16-3-3100			ARCTIC WOLF-PLUMBG PLAN REVIEW PLAN REVIEW 200.00
					VENDOR TOTAL:	625.00
BLU101						THE BLUE LINE
46163		AB		02/29/2024	031224 03/18/2024	397.00
	01		1-11-7-1000			LATERAL TRANSFER PO POSTING FIRE AND POLICE COMMISSION 397.00
					VENDOR TOTAL:	397.00

VENDOR #	INVOICE #	INVOICE STATUS	ACCOUNT NUMBER	BATCH P.O. #	DUE DATE PROJECT	INVOICE AMT/ ITEM AMT
BRA105	BRAASCH AUTOMOTIVE					
15436		AB		03/07/2024	031224 03/18/2024	126.52
	01 LOF, TIRE ROTATION D3		1-14-4-0500			126.52
15440		AB		03/08/2024	031224 03/18/2024	282.58
	01 LOF, STABILIZER CNTRL LNK D6		1-14-4-0500			282.58
					VENDOR TOTAL:	409.10
BRI102	BRIGHT DIRECTIONS					
030724	032124 PYRL	AB		03/07/2024	030724 03/18/2024	500.00
	01 ENRIQUE RIVERA-SABRINA		1-00-2-2462			125.00
	02 ENRIQUE RIVERA-CARLOS		1-00-2-2462			125.00
	03 ENRIQUE RIVERA-SABRINA		1-00-2-2462			125.00
	04 ENRIQUE RIVERA-CARLOS		1-00-2-2462			125.00
					VENDOR TOTAL:	500.00
CAR120	CARTRONICS AUTO & TRUCK REPAIR					
1070		AB		03/07/2024	030724 03/18/2024	665.00
	01 2022 FORD F550 OIL FILTER FUEL		1-15-4-0600			665.00
1161		AB		03/07/2024	030724 03/18/2024	171.00
	01 2013 FORD EXPL OIL CHG, FILTER		1-15-4-0600			171.00
1162		AB		03/07/2024	030724 03/18/2024	101.00
	01 2023 FORD EXPEDITION OIL CHNG		1-15-4-0600			101.00
					VENDOR TOTAL:	937.00
CAS105	CASEY'S BUSINESS MASTERCARD					
2/20/24-3/13/24	PW	AB		03/14/2024	030724 03/18/2024	1,000.00
	01 CASEYS MASTERCARD ACCT 1-02A		1-17-4-0200			400.00
	02 CASEYS MASTERCARD ACCT 1-02A		1-18-4-0200			200.00
	03 CASEYS MASTERCARD ACCT 1-02A		2-21-4-0200			200.00
	04 CASEYS MASTERCARD ACCT 1-02A		2-22-4-0200			200.00
					VENDOR TOTAL:	1,000.00

VENDOR #	INVOICE #	INVOICE STATUS	ACCOUNT NUMBER	BATCH P.O. #	DUE DATE PROJECT	INVOICE AMT/ITEM AMT
CIT105	CITGO					
	2/13/24-3/12/24 FIRE	AB	03/14/2024	030724	03/18/2024	1,300.00
	01 ACCT 0470-00-463085-1	1-15-4-0200	VEHICLE FUEL			1,300.00
	2/13/24-3/12/24 PD	AB	03/14/2024	030724	03/18/2024	2,200.00
	01 0470-00-463148-7	1-14-4-0200	VEHICLE FUEL			2,200.00
	2/13/24-3/12/24 PW	AB	03/14/2024	030724	03/18/2024	2,100.00
	01 0470-00-463148-7	1-17-4-0200	VEHICLE FUEL			840.00
	02 0470-00-463148-7	1-18-4-0200	VEHICLE FUEL			420.00
	03 0470-00-463148-7	2-21-4-0200	VEHICLE FUEL			420.00
	04 0470-00-463148-7	2-22-4-0200	VEHICLE FUEL			420.00
					VENDOR TOTAL:	5,600.00
COL103	COLLEGE OF DUPAGE					
15729		AB	12/06/2023	031224	03/18/2024	4,696.00
	01 SLEA BASIC ACADEMY GARCIA	1-14-2-2500	TRAINING			4,696.00
					VENDOR TOTAL:	4,696.00
COM120	COMCAST					
010424	31220	AB	03/14/2024	030724	03/18/2024	21.00
	01 ACCOUNT 8771 10 008 0031220	1-12-3-0510	DATA INTERNET/EMAIL SERVICES			21.00
020424	31220	AB	03/14/2024	030724	03/18/2024	21.00
	01 ACCOUNT 8771 10 008 0031220	1-12-3-0510	DATA INTERNET/EMAIL SERVICES			21.00
022824	16127	AB	03/14/2024	030724	03/18/2024	233.78
	01 ACCOUNT 8771 10 003 0316127	1-12-3-0510	DATA INTERNET/EMAIL SERVICES			233.78
022824	76260	AB	03/07/2024	030724	03/18/2024	197.85
	01 ACCOUNT 8771 10 008 0376260	2-21-3-1000	ELECTRICITY			197.85
030124	12345	AB	03/14/2024	030724	03/18/2024	118.32
	01 ACCOUNT 8771 10 008 0012345	1-12-3-0510	DATA INTERNET/EMAIL SERVICES			118.32

VENDOR #	INVOICE #	INVOICE STATUS	ACCOUNT NUMBER	BATCH P.O. #	DUE DATE PROJECT	INVOICE AMT/ITEM AMT
COM120	COMCAST					
030224	48889	AB	03/14/2024	030724	03/18/2024	205.85
01	ACCOUNT 8771 10 008 0348889	2-22-3-1000	ELECTRICITY			205.85
030424	31220	AB	03/14/2024	030724	03/18/2024	21.00
01	ACCOUNT 8771 10 008 0031220	1-12-3-0510	DATA INTERNET/EMAIL SERVICES			21.00
030524	63755	AB	03/14/2024	030724	03/18/2024	138.04
01	ACCOUNT 8771 10 008 0363755	2-21-3-1000	ELECTRICITY			138.04
110423	31220	AB	03/14/2024	030724	03/18/2024	21.04
01	ACCOUNT 8771 10 008 0031220	1-12-3-0510	DATA INTERNET/EMAIL SERVICES			21.04
120423	31220	AB	03/14/2024	030724	03/18/2024	21.04
01	ACCOUNT 8771 10 008 0031220	1-12-3-0510	DATA INTERNET/EMAIL SERVICES			21.04
VENDOR TOTAL:						998.92
COM128	COMCAST					
196399544		AB	03/14/2024	030724	03/18/2024	4,999.98
01	ACCT 939750878	1-16-3-0500	TELEPHONE			583.33
02	ACCT 939750878	1-15-3-0500	TELEPHONE			250.00
03	ACCT 939750878	1-17-3-0500	TELEPHONE			486.11
04	ACCT 939750878	1-18-3-0500	TELEPHONE			486.11
05	ACCT 939750878	2-21-3-0500	TELEPHONE			486.11
06	ACCT 939750878	2-22-3-0500	TELEPHONE			486.11
07	ACCT 939750878	1-14-3-0500	TELEPHONE			555.55
08	ACCT 939750878	1-15-3-0500	TELEPHONE			138.89
09	ACCT 939750878	1-12-3-0500	TELEPHONE			694.44
10	QUADCOM ACCT 939750878	1-12-3-3800	REIMBURSABLE			833.33
196399551		AB	03/14/2024	030724	03/18/2024	796.71
01	EDFPD ACCT 980839313	1-12-3-3800	REIMBURSABLE			796.71
196399553		AB	03/14/2024	030724	03/18/2024	602.58
01	SH ACCT 980839317	1-12-3-3800	REIMBURSABLE			200.86
02	RDFPD ACCT 980839317	1-12-3-3800	REIMBURSABLE			200.86

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	03	QUADCOM ACCT 980839317	1-12-3-3800	REIMBURSABLE		200.86
				VENDOR TOTAL:		6,399.27
CUR100		CURRAN MATERIALS COMPANY				
29513		AB	03/04/2024	031824	03/18/2024	618.45
	01	COLD PATCH	1-17-4-1200	STREETS		618.45
				VENDOR TOTAL:		618.45
DEL100		DELL MARKETING L.P.				
10734265908		AB	03/07/2024	030724	03/18/2024	14.00
	01	MAR 2023 CSP POWER AUTO	1-12-3-3000	CONTRACTUAL SERVICES		14.00
				VENDOR TOTAL:		14.00
DUN103		DUNDEE AUTOMOTIVE SUPPLY, INC.				
469926		AB	02/23/2024	031824	03/18/2024	64.50
	01	MOWER FILTERS	1-18-4-0100	DEPARTMENT EQUIPMENT		64.50
470003		AB	02/23/2024	031824	03/18/2024	157.89
	01	#7 BRACKET KIT	1-18-4-0550	VEHICLE PARTS		157.89
470124		AB	02/26/2024	031824	03/18/2024	104.90
	01	GLOVES	1-17-3-0200	OPERATING SUPPLIES		26.23
	02	GLOVES	1-18-3-0200	OPERATING SUPPLIES		26.23
	03	GLOVES	2-21-3-0200	OPERATING SUPPLIES		26.21
	04	GLOVES	2-22-3-0200	OPERATING SUPPLIES		26.23
470509		AB	02/29/2024	031824	03/18/2024	36.53
	01	RADIO SEAL FILTER	1-17-4-0550	VEHICLE REPAIRS & MAINT PARTS		36.53
470552		AB	03/01/2024	031824	03/18/2024	35.04
	01	FUEL TREATMENT	1-17-4-0550	VEHICLE REPAIRS & MAINT PARTS		17.52
	02	FUEL TREATMENT	1-18-4-0550	VEHICLE PARTS		17.52
471085		AB	03/07/2024	031824	03/18/2024	92.91
	01	FUID FILTER, SEAL FILTER	1-17-4-0550	VEHICLE REPAIRS & MAINT PARTS		92.91

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DUN103	DUNDEE AUTOMOTIVE SUPPLY, INC.					
471125		AB	03/08/2024	031824	03/18/2024	114.61
01	#31 GLOW PLUG, WIRING	1-17-4-0550	VEHICLE REPAIRS & MAINT PARTS			114.61
471147		AB	03/08/2024	031824	03/18/2024	21.99
01	FUNNEL	1-17-4-0550	VEHICLE REPAIRS & MAINT PARTS			21.99
471555		AB	03/13/2024	031824	03/18/2024	68.97
01	GLOW RING	1-17-4-0550	VEHICLE REPAIRS & MAINT PARTS			64.00
02	OIL FILTER FOR MOWER	1-18-4-0100	DEPARTMENT EQUIPMENT			4.97
			VENDOR TOTAL:			697.34
DYN100	DYNEGY ENERGY SERVICES					
147027324021		AB	03/14/2024	030724	03/18/2024	39,185.60
01	ACCOUNT GMCWES1001	1-17-3-1000	ELECTRICITY			1,396.18
02	ACCOUNT GMCWES1001	1-18-3-1000	ELECTRICITY			1,478.65
03	ACCOUNT GMCWES1001	2-21-3-1000	ELECTRICITY			31,002.08
04	ACCOUNT GMCWES1001	2-22-3-1000	ELECTRICITY			1,619.15
05	ACCOUNT GMCWES1001	5-01-3-1100	UTILITIES-SEARS			3,689.54
			VENDOR TOTAL:			39,185.60
EAG100	EAGLE ENGRAVING INC					
2024-1335		AB	02/09/2024	031224	03/18/2024	104.00
01	RETRMNT PLAQUE D2/D13 FOR WALL	1-14-3-6500	MISCELLANEOUS			104.00
			VENDOR TOTAL:			104.00
EAS102	EASY TREE SERVICE, INC.					
14297		AB	03/07/2024	031824	03/18/2024	1,700.00
01	TREE REMOVAL HUNTLEY RD/SHR	1-18-3-4400	FORESTRY			1,700.00
			VENDOR TOTAL:			1,700.00
FED100	FEDERAL EXPRESS CORPORATION					
8-415-18594		AB	03/14/2024	030724	03/18/2024	31.20
01	POSTAGE-BOND DOCS	H-12-3-7300	LEGAL FEES			31.20
			VENDOR TOTAL:			31.20

VENDOR #	INVOICE #	INVOICE STATUS	ACCOUNT NUMBER	BATCH P.O. #	DUE DATE PROJECT	INVOICE AMT/ ITEM AMT
FER100	FERGUSON ENTERPRISES-POLLARD					
0256097		AB	02/16/2024	031824	03/18/2024	4,945.00
01	VALVE EXERCISER	2-21-3-3500	SMALL EQUIP/TOOLS/HARDWARE			4,945.00
0256194		AB	02/20/2024	031824	03/18/2024	536.24
01	VALVE KEY FOR EXERCISER	1-17-3-3500	SMALL EQUIP/TOOLS/HARDWARE			536.24
					VENDOR TOTAL:	5,481.24
FIR125	FIRST AMERICAN BANK					
3/4/24-3/13/24	8309	AB	03/14/2024	030724	03/18/2024	1,556.06
01	POSTAGE	2-21-3-2000	POSTAGE			107.18
02	POSTAGE	2-22-3-2000	POSTAGE			107.18
03	USPO POSTCARDS	2-21-3-2000	POSTAGE			54.18
04	USPO POSTCARDS	2-22-3-2000	POSTAGE			54.17
05	LOWES-EQUIPMENT	1-15-3-0200	OPERATING SUPPLIES			1,099.00
06	MAILCHIMP-BLAST	1-12-3-3001	CONTRACTUAL - COMPUTER SUPPORT			45.90
07	AUDIBLE AMZN	1-12-3-3001	CONTRACTUAL - COMPUTER SUPPORT			17.46
08	LOWES-EQUIPMENT	1-15-3-0200	OPERATING SUPPLIES			-59.00
09	BEST BUY-EQUIPMENT	1-12-5-1520	COMPUTER EQUIPMENT REPLACEMENT			129.99
					VENDOR TOTAL:	1,556.06
FIR129	FIRSTNET					
287313916067X0303202		AB	03/14/2024	030724	03/18/2024	1,524.41
01	ACCT 287313916067	1-12-3-0500	TELEPHONE			320.60
02	ACCT 287313916067	1-14-3-0500	TELEPHONE			602.47
03	ACCT 287313916067	1-15-3-0500	TELEPHONE			565.10
04	ACCT 287313916067	2-22-3-0500	TELEPHONE			36.24
287313916093X0303202		AB	03/14/2024	030724	03/18/2024	1,486.80
01	ACCT 287313916093	1-12-3-0500	TELEPHONE			113.57
02	ACCT 287313916093	1-15-3-0500	TELEPHONE			36.24
03	ACCT 287313916093	1-16-3-0500	TELEPHONE			210.07
04	ACCT 287313916093	1-17-3-0500	TELEPHONE			129.68
05	ACCT 287313916093	1-18-3-0500	TELEPHONE			41.11
06	ACCT 287313916093	2-21-3-0500	TELEPHONE			322.88
07	ACCT 287313916093	2-22-3-0500	TELEPHONE			633.25
					VENDOR TOTAL:	3,011.21

VENDOR #	INVOICE #	INVOICE STATUS	ACCOUNT NUMBER	BATCH P.O. #	DUE DATE PROJECT	INVOICE AMT/ ITEM AMT
FIR132	FIREPENNY FIREFIGHTER EQUIP					
69008		AB	03/14/2024	030724	03/18/2024	2,955.33
	01 BLACKOUT SMOKE MACHINE	1-15-2-2500	TRAINING			2,845.38
	02 SMOKE MACHINE FLUID	1-15-2-2500	TRAINING			109.95
					VENDOR TOTAL:	2,955.33
FLE103	FLEETPRIDE					
111703438		AB	10/05/2023	030724	03/18/2024	-109.58
	01 TRUCK#12 CORE KIT & AXLE FLANG	1-17-4-0550	VEHICLE REPAIRS & MAINT PARTS			-109.58
112435708		AB	11/06/2023	030724	03/18/2024	92.09
	01 DRAIN COCK,SCREWS	1-17-4-0550	VEHICLE REPAIRS & MAINT PARTS			92.09
114195546		AB	01/29/2024	030724	03/18/2024	17.14
	01 VALVE 3/8 150 PSI	1-17-4-0550	VEHICLE REPAIRS & MAINT PARTS			17.14
115147557		AB	03/07/2024	031824	03/18/2024	75.68
	01 PIGGYBACK KIT, HOSE #30	1-17-4-0550	VEHICLE REPAIRS & MAINT PARTS			75.68
					VENDOR TOTAL:	75.33
GER104	GERALD L. HEINZ & ASSOC, INC.					
21124		AB	03/14/2024	030724	03/18/2024	6,360.00
	01 120 W MAIN PRINCIPAL ENGINEER	G-31-5-2511	DOWNTOWN UTILITIES			6,360.00
					VENDOR TOTAL:	6,360.00
GOV103	GOVTEMPSUSA					
MGT35412		AB	03/14/2024	030724	03/18/2024	420.00
	01 GARDNER 2/17/24 4 HRS	H-12-3-3000	CONTRACTUAL EXPENSES			420.00
					VENDOR TOTAL:	420.00
GRA100	GRAINGER INDUSTRIAL SUPPLY					
9032963176		AB	02/26/2024	031824	03/18/2024	235.15
	01 CONFINED SPACE FAN	2-21-2-2000	SAFETY EQUIPMENT PROGRAM			117.57

VENDOR #	INVOICE #	INVOICE STATUS	ACCOUNT NUMBER	BATCH P.O. #	DUE DATE PROJECT	INVOICE AMT/ITEM AMT
	02		2-22-2-2000			117.58
	02 CONFINED SPACE FAN SAFETY EQUIPMENT PROGRAM					
GRA100	GRAINGER INDUSTRIAL SUPPLY					
9043629147		AB		03/06/2024	031824 03/18/2024	824.73
	01		1-17-4-1300			824.73
	01 BALLASTS, BULBS STREET & TRAFFIC LIGHTS					
	VENDOR TOTAL:					1,059.88
GRE111	GREENFIELDS OUTDOOR					
S23618		AB		02/23/2024	031824 03/18/2024	10,636.50
	01		G-31-5-2509			10,636.50
	01 PLAYGROUND EQUIPMENT CANTERFIELD PARK					
	VENDOR TOTAL:					10,636.50
GRO102	GROOT, INC.					
12126779T107		AB		03/14/2024	030724 03/18/2024	46,340.91
	01		1-17-3-5500			34,755.68
	01 FEB '24 RESIDENTIAL SERVICE SCAVENGER SERVICE					
	02		1-17-3-6000			11,585.23
	02 FEB '24 RESIDENTIAL SERVICE RECYCLING					
	VENDOR TOTAL:					46,340.91
HAW102	HAWKINS, INC.					
6698576		AB		02/27/2024	031824 03/18/2024	2,977.35
	01		2-21-3-4200			2,977.35
	01 WTP CHEMICALS;S CL & FL CHEMICALS					
6702245		AB		02/27/2024	031824 02/27/2024	70.00
	01		2-21-4-2550			70.00
	01 CL GAS VALVE PM KIT WATER TREATMENT FACILITY					
6703437		AB		03/05/2024	031824 03/18/2024	4,524.00
	01		2-21-3-4200			4,524.00
	01 WTP CL CYLINDERS CHEMICALS					
	VENDOR TOTAL:					7,571.35
HEL102	RALPH HELM, INC.					
339851		AB		03/11/2024	031824 03/18/2024	111.92
	01		1-18-4-0100			111.92
	01 INNER TUBE, CASTER DEPARTMENT EQUIPMENT					
	VENDOR TOTAL:					111.92
HIT100	HITCHCOCK DESIGN INC					
332221		AB		03/14/2024	030724 03/18/2024	2,428.75

VENDOR #	INVOICE #	INVOICE STATUS	ACCOUNT NUMBER	BATCH P.O. #	DUE DATE PROJECT	INVOICE AMT/ITEM AMT
	01		FAIRHILLS PARK FINAL DESIGN	G-31-5-2509	CANTERFIELD PARK	2,428.75
					VENDOR TOTAL:	2,428.75
HOP102			HOPKINS FORD			
681499		AB		11/07/2023		32.00
	01		TIRE REPAIR - D4	1-14-4-0500	AUTOMOTIVE PARTS & REPAIRS	32.00
684609		AB		01/26/2024		149.95
	01		ALIGNMENT - D8	1-14-4-0500	AUTOMOTIVE PARTS & REPAIRS	149.95
					VENDOR TOTAL:	181.95
HUN105			HUNTLEY FORD			
42629		AB		03/11/2024		1,125.00
	01		#31 CORE	1-17-4-0550	VEHICLE REPAIRS & MAINT PARTS	1,125.00
CM42629		AB		03/12/2024		-540.00
	01		#31 CORE REFUND	1-17-4-0550	VEHICLE REPAIRS & MAINT PARTS	-540.00
					VENDOR TOTAL:	585.00
ING100			INGERSOLL-RAND INDUSTRIAL, INC			
26867088		AB		03/08/2024		254.70
	01		RRWTP VALVE-AIR SYSTEM FILTER	2-21-5-4000	CAPITAL IMPROVEMENTS	254.70
					VENDOR TOTAL:	254.70
INT105			INTERSTATE ALL BATTERY CENTER			
839832		AB		03/07/2024		130.75
	01		CHIPPER BATTERY	1-17-4-0100	DEPARTMENT EQUIPMENT	130.75
					VENDOR TOTAL:	130.75
KAN107			KANE COUNTY			
T-FY24-Q1-012		AB		03/01/2024		1,589.34
	01		CARRINGTON/RECREATION DR	1-17-4-1300	STREET & TRAFFIC LIGHTS	1,589.34
					VENDOR TOTAL:	1,589.34

VENDOR #	INVOICE #	INVOICE STATUS	ACCOUNT NUMBER	BATCH P.O. #	DUE DATE PROJECT	INVOICE AMT/ ITEM AMT
KHU100	031324	AB	03/14/2024	030724	03/18/2024	100.65
	01	2630 CONNOLLY REFUND -04	2-00-0-0300			252.89
	02	2630 CONNOLLY REFUND -04	2-00-0-0300			-27.40
	03	2630 CONNOLLY REFUND -04	2-00-0-0301			-15.45
	04	2630 CONNOLLY REFUND -04	2-00-0-0302			-8.74
	05	2630 CONNOLLY REFUND -04	2-00-0-0300			-24.53
	06	2630 CONNOLLY REFUND -04	2-00-0-0300			-24.53
	07	2630 CONNOLLY REFUND -04	2-00-0-0300			-27.40
	08	2630 CONNOLLY REFUND -04	2-00-0-0301			-15.45
	09	2630 CONNOLLY REFUND -04	2-00-0-0302			-8.74
					VENDOR TOTAL:	100.65
MEN100	16421	AB	12/26/2023	031824	12/26/2024	219.19
	01	TIMBERS & VALLEYS L.S. FLOOR	2-22-4-4500			219.19
17174-1		AB	01/13/2024	031824	03/18/2024	29.14
	01	BRUSH, MR CLN, LYSOL	1-18-3-0300			29.14
17400		AB	01/18/2024	031824	03/18/2024	50.98
	01	PAINT	1-18-3-0200			50.98
18267		AB	02/08/2024	031824	03/18/2024	2.28
	01	BOLTS	1-17-3-3500			2.28
18656		AB	02/16/2024	031824	03/18/2024	79.96
	01	ENGINE OIL #31	1-17-4-0550			79.96
18658		AB	02/16/2024	031824	03/18/2024	517.98
	01	AIR PURIFIER	1-18-3-3500			517.98
18740		AB	02/19/2024	031824	03/18/2024	7.57
	01	CONNTR, COUPLING FO DISHWASHER	1-18-3-3500			7.57
18749		AB	02/19/2024	031824	03/18/2024	14.99

VENDOR #	INVOICE #	INVOICE STATUS	ACCOUNT NUMBER	BATCH P.O. #	DUE DATE PROJECT	INVOICE AMT/ ITEM AMT
	01		1-18-3-3500			SMALL EQUIP/TOOLS/HARDWARE 14.99
MEN100	MENARDS - CARPENTERSVILLE					
18787-1		AB		02/20/2024	031824 03/18/2024	33.89
	01		1-18-3-3500			CNCTR, TOGGLE 33.89
18806		AB		02/20/2024	031824 03/18/2024	46.27
	01		1-18-3-3500			DRILL BITS, BLANK PLATE 46.27
18874		AB		02/22/2024	031824 02/22/2024	130.70
	01		1-17-3-3500			ELEC TAPE, GRSE, CAR WASH 130.70
18894		AB		02/22/2024	031824 03/18/2024	16.68
	01		1-18-3-3500			VINYL TAPE 16.68
18932		AB		02/23/2024	031824 03/18/2024	10.36
	01		1-18-3-0200			MASON SAND OPERATING SUPPLIES 10.36
19087		AB		02/27/2024	030724 03/18/2024	16.97
	01		2-22-4-4500			PEST CONTROL LIFT STATIONS 16.97
19166		AB		02/29/2024	030724 03/18/2024	415.06
	01		2-21-5-4000			RRWTP ASR SYSTEM VALVE PROJECT CAPITAL IMPROVEMENTS 415.06
						VENDOR TOTAL: 1,592.02
MER100	MERIDIAN IT INC					
546244		AB		03/14/2024	030724 03/18/2024	4,288.92
	01		1-12-3-3001			RENEWAL TERM 2/21/24-2/20/25 CONTRACTUAL - COMPUTER SUPPORT 4,288.92
						VENDOR TOTAL: 4,288.92
MID120	MIDWEST SALT, LLC					
P471318		AB		12/22/2023	031824 03/18/2024	3,111.40
	01		2-21-3-4300			24.22 @ \$124 SALT TREATMENT SALT 3,111.40
P471479		AB		01/04/2024	031824 03/18/2024	3,035.52

VENDOR #	INVOICE #	INVOICE STATUS	ACCOUNT NUMBER	BATCH P.O. #	DUE DATE PROJECT	INVOICE AMT/ ITEM AMT
	01	24.48 @ \$142 SALT	2-21-3-4300			TREATMENT SALT 3,035.52
MID120		MIDWEST SALT, LLC				
P473309			AB	02/29/2024	031824 03/18/2024	3,216.30
	01	ATWTP SALT 22.65 @ 142	2-21-3-4300			TREATMENT SALT 3,216.30
P473489			AB	03/12/2024	031824 03/18/2024	3,498.88
	01	24.64 @ \$142 SALT	2-21-3-4300			TREATMENT SALT 3,498.88
					VENDOR TOTAL:	12,862.10
MOT100		MOTOROLA SOLUTIONS, INC.				
8253820240201			AB	03/01/2024	031224 03/18/2024	899.00
	01	STARCOM21 USER FEES 03-24	1-14-4-1000			FLEET RADIO 899.00
					VENDOR TOTAL:	899.00
ODP100		ODP BUSINESS SOLUTIONS, LLC				
353980444001			AB	03/02/2024	031224 03/18/2024	52.58
	01	RECEIPT BOOK / PD STMP	1-14-3-0100			OFFICE SUPPLIES 52.58
353983182001			AB	03/04/2024	031224 03/18/2024	91.27
	01	DATER,COPY PAPER, CLSP ENVLPS	1-14-3-0100			OFFICE SUPPLIES 91.27
					VENDOR TOTAL:	143.85
OTT102		OTTOSEN DINOLFO HASENBALG &				
5025			AB	03/14/2024	030724 03/18/2024	634.50
	01	ROUTE 31 TIF #4	G-12-3-7300			LEGAL FEES 634.50
5026			AB	03/14/2024	030724 03/18/2024	47.00
	01	TIF #5	H-12-3-7300			LEGAL FEES 47.00
5328			AB	03/14/2024	030724 03/18/2024	1,200.00
	01	RETAINER	1-13-3-7000			VILLAGE ATTORNEY RETAINER 1,200.00
5329			AB	03/14/2024	030724 03/18/2024	15,617.40

VENDOR #	INVOICE #	INVOICE STATUS	ACCOUNT NUMBER	BATCH P.O. #	DUE DATE PROJECT	INVOICE AMT/ITEM AMT
	01	GENERAL	1-13-3-7300			4,809.50
	02	TIF #4	G-12-3-7300			2,491.00
	03	TIF #5	H-12-3-7300			8,316.90
					VENDOR TOTAL:	17,498.90
PDC100		PACE ANALYTICAL SERVICES, LLC				
I9586412		AB		03/07/2024	031824 03/18/2024	2,034.80
	01	IEPA WATER ANALYSIS	2-21-3-3100			2,034.80
					VENDOR TOTAL:	2,034.80
PET108		PETE THE PAINTER INC.				
E70010		AB		02/22/2024	031824 03/18/2024	12,900.00
	01	DWNTWN RAILING PAINTING	4-42-5-1800			12,900.00
					VENDOR TOTAL:	12,900.00
QUA100		QUADCOM				
24-WDPD-03		AB		03/01/2024	031224 03/18/2024	18,745.91
	01	MARCH 2024 DISPATCH SERVICE	1-14-3-2300			18,745.91
					VENDOR TOTAL:	18,745.91
QUI100		QUILL LLC				
37358998		AB		03/14/2024	030724 03/18/2024	16.99
	01	VINYL GUIDE TABS	1-12-3-0100			16.99
37407161		AB		03/14/2024	030724 03/18/2024	47.98
	01	CALCULATOR / LABELS	1-12-3-0100			47.98
					VENDOR TOTAL:	64.97
SCO101		TIMOTHY SCOTT				
030724		AB		03/14/2024	030724 03/18/2024	976.00
	01	REIMB-AM PLAN ASSOC ANNL DUES	1-16-2-3000			976.00
					VENDOR TOTAL:	976.00
SHE108		SHERWIN-WILLIAMS				
8290-1		AB		03/08/2024	030724 03/18/2024	47.89

VENDOR #	INVOICE #	INVOICE STATUS	ACCOUNT NUMBER	BATCH P.O. #	DUE DATE PROJECT	INVOICE AMT/ITEM AMT
	01	FLEET CAR WASHES - 2	1-14-4-0500			AUTOMOTIVE PARTS & REPAIRS 8.00
						VENDOR TOTAL: 8.00
TER103		TERRACE SUPPLY COMPANY				
0001056766		AB		03/14/2024	030724 03/18/2024	41.76
	01	HIGH PRESSURE CYL	1-15-3-0300			MEDICAL SUPPLIES 41.76
						VENDOR TOTAL: 41.76
THI100		THIRD MILLENNIUM ASSOCIATES				
31144		AB		03/14/2024	030724 03/18/2024	184.26
	01	UB BILL RENDERING	2-21-3-3000			CONTRACTUAL SERVICES 92.13
	02	UB BILL RENDERING	2-22-3-3000			CONTRACTUAL SERVICES 92.13
						VENDOR TOTAL: 184.26
THO100		THOMPSON ELEVATOR INSPECTION				
24-0405		AB		03/14/2024	030724 03/18/2024	817.00
	01	19 ELEVATOR INSPECTIONS	1-16-3-3000			CONTRACTUAL SERVICES 817.00
						VENDOR TOTAL: 817.00
TOS102		TOSHIBA AMERICAN BUSINESS SOLU				
5029046211		AB		03/14/2024	030724 03/18/2024	432.89
	01	COPIER 3/28/24-4/27/24	1-12-4-0100			DEPARTMENT EQUIPMENT 86.58
	02	COPIER 3/28/24-4/27/24	1-14-3-3000			CONTRACTUAL SERVICES 86.58
	03	COPIER 3/28/24-4/27/24	1-15-3-3000			CONTRACTUAL SERVICES 86.58
	04	COPIER 3/28/24-4/27/24	1-16-4-0100			DEPARTMENT EQUIPMENT 86.58
	05	COPIER 3/28/24-4/27/24	1-17-4-0100			DEPARTMENT EQUIPMENT 43.29
	06	COPIER 3/28/24-4/27/24	1-18-4-0100			DEPARTMENT EQUIPMENT 43.28
						VENDOR TOTAL: 432.89
TOU101		STEPHEN D. TOUSEY LAW OFFICES				
030124		AB		03/14/2024	030724 03/18/2024	1,305.00
	01	OV PROSECUTION	1-13-3-7300			ATTORNEY FEES-OTHER 555.00
	02	PROSECUTION FOR MARCH 2024	1-13-3-7100			VILLAGE PROSECUTOR RETAINER 750.00
						VENDOR TOTAL: 1,305.00
TRA102		TRAFFIC CONTROL &				
118245		AB		03/06/2024	031824 03/18/2024	115.10

VENDOR #	INVOICE #	INVOICE STATUS	ACCOUNT NUMBER	BATCH P.O. #	DUE DATE PROJECT	INVOICE AMT/ ITEM AMT
	01		1-17-3-4100			115.10
	01		1-17-3-4100			115.10
TRA102						
R30008						
	01	AB	1-17-3-3000	031824	03/05/2024 03/18/2024	85.00
	01		1-17-3-3000			85.00
R30085						
	01	AB	2-21-3-2200	031824	03/13/2024 03/18/2024	1,663.00
	01		2-21-3-2200			1,663.00
					VENDOR TOTAL:	1,863.10
TRA112						
371967-202402-01						
	02	AB	1-14-3-0200	031224	03/01/2024 03/18/2024	75.00
	02		1-14-3-0200			75.00
					VENDOR TOTAL:	75.00
TRU101						
INV-5274						
	01	AB	1-14-4-0500	031224	02/29/2024 03/18/2024	42.00
	01		1-14-4-0500			42.00
					VENDOR TOTAL:	42.00
ULT102						
084293						
	01	AB	4-42-5-1210	031424	01/02/2024 03/18/2024	11,190.00
	01		4-42-5-1210			11,190.00
084699						
	01	AB	1-14-4-0500	031224	03/07/2024 03/18/2024	105.00
	01		1-14-4-0500			105.00
					VENDOR TOTAL:	11,295.00
UNI110						
15472						
	01	AB	1-12-3-3800	031424	03/07/2024 03/18/2024	1,151.73
	01		1-12-3-3800			1,151.73
					VENDOR TOTAL:	1,151.73
UNI125						
MAR 24 PYRL						
		AB		031424	03/14/2024 03/18/2024	12.00

VENDOR #	INVOICE #	INVOICE STATUS	ACCOUNT NUMBER	BATCH P.O. #	DUE DATE PROJECT	INVOICE AMT/ ITEM AMT
	01		1-00-2-2461			UNITED WAY 12.00
						VENDOR TOTAL: 12.00
UUPS100						THE UPS STORE
		AB		03/05/2024		
	01		1-14-3-2000	031224	03/18/2024	23.49
						THOMPSON REUTERS RETURN 23.49
						VENDOR TOTAL: 23.49
VER100						VERIZON WIRELESS
		AB		03/02/2024		
	01		1-14-3-0500	031424	03/18/2024	108.03
						ACCOUNT 442045914-00001 108.03
						VENDOR TOTAL: 108.03
VIL103						VILLAGE OF EAST DUNDEE
		AB		03/08/2024		
	01		2-22-3-3100	031424	03/18/2024	32,689.84
						FEB 24 ADDL SVCS @1.57 20,189.84
	02		2-22-3-3100			FEB 24 STANDARD SVCS 12,500.00
						VENDOR TOTAL: 32,689.84
WAL102						WALKER WILCOX MATOUSEK LLP
		AB		03/08/2024		
	01		G-12-3-7300	031424	03/18/2024	66.00
						108-110 MAIN LEGAL 66.00
						VENDOR TOTAL: 66.00
WAT100						WATER PRODUCTS CO.
		AB		03/08/2024		
	01		2-21-4-2750	031824	03/18/2024	541.32
						0321321-03/07/24 541.32
						CLAMPS FOR 855 VQR, LIBERTY/31 SERVICE LINE REPAIRS
		AB		03/12/2024		
	01		2-21-4-2750	031824	03/18/2024	144.01
						0321384-3/12/24 144.01
						CLAMP FOR 401 W MAIN SERVICE LINE REPAIRS
						VENDOR TOTAL: 685.33
ZUK100						ZUKOWSKI, ROGERS, FLOOD &
		AB		02/29/2024		
				031424	03/18/2024	971.25
						167214

VENDOR #	INVOICE	BATCH	DUE DATE	INVOICE AMT/
INVOICE #	STATUS	P.O. #	PROJECT	ITEM AMT
ITEM DESCRIPTION	ACCOUNT NUMBER			
01 AT&T/VERIZON/TOWER NORTH	1-13-3-7300			971.25
	ATTORNEY FEES-OTHER			
			VENDOR TOTAL:	971.25
			TOTAL --- ALL INVOICES:	321,298.16

REGULAR BOARD MEETING
Village Hall, 102 S. 2nd Street

February 19, 2024 – 7:30 pm
Village of West Dundee

I. CALL TO ORDER:

President Nelson called the Regular Board Meeting to order at 7:30 p.m.

II. ROLL CALL:

Present were Village President Christopher Nelson, Village Manager, Joseph Cavallaro, Village Trustees Mark Johnson, Cheryl Alopogianis, Cheryl Anderley, Dan Wilbrandt, Tom Price, and Andy Yuscka.

Also present were Village Attorney Michael Castaldo, Police Chief Anthony Gorski, Fire Chief Michael Spiro, Director of Public Works Eric Babcock, Director of Economic Development Timothy Scott, Community Development Director Thomas Moszczynski, and Finance Director David Danielson.

There were ten (10) people in the audience.

III. PLEDGE OF ALLEGIANCE:

Trustee Yuscka led the Board and those in attendance in the Pledge of Allegiance.

IV. APPROVAL OF AGENDA:

MOTION: Moved by Trustee Yuscka and seconded by Trustee Anderley to approve the agenda as presented. Upon roll call, the motion was approved by acclimation.

AYES: Trustees Yuscka, Johnson, Alopogianis, Anderley, Wilbrandt, and Price

NAYS: None

V. VILLAGE PRESIDENT'S REPORT: None

VI. REPORTS AND QUESTIONS FROM TRUSTEES AND WORKING GROUPS None

VII. STAFF REPORTS: Manager Cavallaro reminded the Board that there will be a Committee of the Whole Meeting on the second Monday in March.

VIII. QUESTIONS FROM THE AUDIENCE: None

IX. CONSENT AGENDA:

- A. Approval of Bill List: 02/19/2024
- B. Daily Liquor Permit Request – DTPD Brew at the Zoo
- C. Daily Liquor Permit Request – St. Catherine of Siena Trivia Night
- D. Approval of Minutes: Regular Board Meeting, January 22, 2024

MOTION: Moved by Trustee Yuscka and seconded by Trustee Alopogianis to approve the Consent Agenda. Upon roll call, the motion was approved.

AYES: Trustees Yuscka, Johnson, Alopogianis, Anderley, Price, and Wilbrandt

NAYS: None

X. RESOLUTIONS AND ORDINANCES

A. Ordinance Approving Text Amendments to Title 10 – Zoning Regulations of the Municipal Code Related to the R-B Zoning District and Single Room Occupancy

Trustee Price said that The Mansion, a historical icon in the Village, was originally zoned as a B&B but has evolved over the years with long-term rental apartments and single-room occupancy living quarters.

The distinction between single-room occupancy and B&B utilization is the length of stay with single-room occupancy units used as a primary residence temporarily while the maximum stay for a B&B unit is 15 consecutive days.

The current owner desires to change the zoning to formalize the use of how The Mansion is currently being used, as single-room occupancy. To support the continued operation of the site as has been accustomed, while fostering the long-term preservation of this historic property, acknowledging these operations, and providing a path to code compliance, the Planning and Zoning Commission provided text amendments to amend the R-B Zoning District regulations to reflect the current reality of the property.

MOTION: Moved by Trustee Price and seconded by Trustee Yuscka to adopt an Ordinance Amending Title 10 – Zoning Regulations of the Municipal Code Addressing R-B Residential-Business Zoning District and Single Room Occupancies.

AYES: Trustees Price, Yuscka, Johnson, Alopogianis, Anderley and Wilbrandt

NAYS: None

B. 120 West Main Street: Ordinance Approving a Second Amendment to a Redevelopment Agreement, as Amended, by and between the Village of West Dundee and 120 Main Dundee LLC

Trustee Price said in March of 2023, the Village approved a Redevelopment Agreement between the Village and 120 Main Dundee LLC that included an economic incentive of \$400,000 to facilitate the rehabilitation of 120 West Main Street for mixed use of restaurant and boutique lodging. On May 15, 2023, the Village approved a first amendment to the Redevelopment Agreement which lowered the incentive to \$150,000. The developer is now requesting a second amendment to the Redevelopment Agreement due to higher costs for the project as envisioned.

The revised economic incentive request is to increase from the amended \$150,000 back to the original \$400,000 recognizing the gap has resulted primarily from increased costs and additional investment required to fully rehabilitate the building and develop a new revenue-providing and traffic-generating business that will add to West Dundee's downtown business development.

Trustee Price reviewed the economic incentive structure as proposed and a discussion followed about TIF funding versus funding through the Village's Community Development Fund (Fund 5).

Trustee Anderley preferred the developer to get a zero percent interest loan.

MOTION: Moved by Trustee Price and seconded by Trustee Yuscka to Approve an Ordinance Approving a Second Amendment to the Redevelopment Agreement as Amended, by and between the Village of West Dundee and 120 Main Dundee LLC.

AYES: Trustees Price, Yuscka, Johnson, Alopogianis and Wilbrandt

NAYS: Trustee Anderley

XI. New Business

A. 3rd Quarter Financial Report

Director Danielson presented the Nine Month Financial Report to the Board. He reported that he, Manager Cavallaro, and the Department Directors have spent the last several weeks working on the FY 2024/25 budget and as a result, have a clear understanding of the current year's budget projections. He pointed out that on page 4 of the report, projected revenue estimates for the General Fund are \$108,968 higher than the budgeted amounts and that projected expenditure estimates are \$118,831 lower than their budgeted amounts. He is estimating that the General Fund will end the 23/24 fiscal year with an operating surplus of approximately \$260,000.

A discussion took place regarding Developer Contributions/Donations and the fact that there has been insignificant revenue collected this fiscal year. Director Danielson acknowledged this fact and stated that several projects remain in the planning stage, and he believes that the 24/25 fiscal year will see greater development revenues.

Regarding the Water and Sewer Fund, Director Danielson stated that the Village is now finishing the three-year rate structure that has been in place and the need for a rate change will be discussed during the upcoming budget process.

XII. MISCELLANEOUS / FUTURE AGENDA ITEMS: Trustee Wilbrand said that he has gathered a group of West Dundee residents to assist in the planning of downtown events to utilize the new Pump House and the surrounding area. He hopes the group will generate ideas and energy and can be utilized to help with Heritage Fest, the Bike Race, and other community events. He will report back after the committee meets on ideas that were generated.

XIV: ADJOURNMENT:

MOTION: Moved by Trustee Price and seconded by Trustee Anderley to adjourn the Regular Board Meeting. The motion was approved by acclamation.

The Regular Board Meeting adjourned at 8:40 p.m.

ATTEST:

Mary Jo Pape
Village Clerk

Christopher Nelson
Village President

Village of
West Dundee

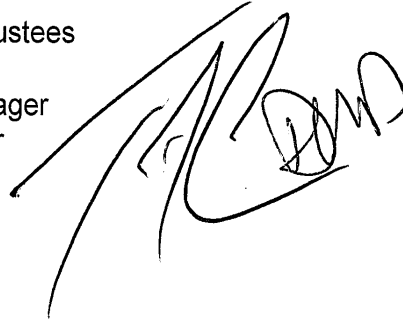


TO: Village President and Board of Trustees

FROM: Joseph A. Cavallaro, Village Manager
David Danielson, Finance Director

DATE: March 18, 2024

SUBJECT: Budget Presentation Timeline



Budget binders were delivered to your homes last week and the draft and budget has been posted on the Village website.

We will begin the presentation of the proposed Fiscal Year 2024/25 Budget at the March 18th Village Board Meeting. The intention is to present the Budget as prepared.

The next topic will also be on the agenda for the Monday, April 1st Village Board Meeting, for further discussion if needed.

The formal Public Hearing on the Budget is to be scheduled for the April 1st Board Meeting, which will be the opportunity for the public to ask any questions that they may have regarding the budgetary process.

The final presentation of the Budget and any additional Q & A will take place later on the agenda at the April 15th Board Meeting, with the adoption of the 2024/25 Budget also scheduled for that evening.

Below please find the summary highlights for each of the major funds.

General Fund

The General Fund is shown as a balanced budget with no new or increased fees to support municipal operations. The Village is expecting a decrease in the tax rate from \$1.92 to \$1.87.

We are illustrating the use of the General Fund balance in the amount of \$370,000 to pay for the Board authorized Special Census for this year.

Sewer and Water Fund

The Sewer and Water Fund is shown as a balanced budget this year with no recommended rate increase. The variable to this is the Fox River Water Reclamation District audit and True Up charges relating to treatment charges for which we received a significant adjustment last year. As of the time of the preparation of the budget, we were still awaiting this year's adjustment. Staff is preparing a separate memo on this topic as these numbers have been received this week.

Capital Improvement revenues for the Sewer and Water Fund are estimated to be \$1.198M for this year and include \$500,000 which is obligated to meet future debt service obligations to FRWRD based on IPEA compliance and facility upgrades. We continue and hope to have the Spring Hill Water Tower repainted within this year's budget.

Fund 3 - Motor Fuel Tax

The revenues within Fund 3 for this year are estimated to be \$339,000. The Motor Fuel Tax Fund has a balance of \$1.1M. We are recommending the increase from \$225,000 to \$320,000 of the transfer to the General Fund to support continued Public Works of the street and roadway maintenance or repairs.

Fund 4 - Capital Projects

This year's Capital Projects Fund has a beginning unallocated balance of approximately \$3.16M and annual revenue of \$2.8M. Debt service obligations decreased from \$1.5 M to \$759,000 for this year. This decrease in funds has already been allocated towards future capital obligations for the Village.

Based on the allocation of Cares Act money towards the Street and Infrastructure Program for this year, there are some discussion points and decisions for the Village Board regarding the additional annual \$1.1M allocation to Streets and Infrastructure or other improvements as outlined in the budget memo and should be part of the principal discussion as it relates to the Fund 4 Capital Fund.

There is approximately an additional \$1M allocated for the department's vehicle and equipment purchases and buildings and ground repairs. Further details are also provided in the budget.

Fund 5 - Community Development

Fund 5 Community Development fund balance has decreased below the original \$250,000 set aside and now has a beginning balance of just over \$200,000. Annual revenues this year amount to \$691,000 with budgeted expenditures in the amount of \$846,000. The projected fund balance at the end of the year is less than \$50,000.

This fund continues, as it has for the last several years, to operate in a significant deficit position. This is further exacerbated this year based on non-TIF related expenses being accounted for within this fund for property purchases, such as utilities and contractual services.

Fund 6 - Debt Service

This fund illustrates the two bond and payment obligations for the Village regarding the original \$9.3M debt service schedule and the IEPA wastewater loan which amounts to the \$759,000 annual payment.

For illustrative purposes, we have also included the total outstanding debt of the Village in this fund, but recognize that both the TIF bonds and the SSA bonds are funded elsewhere within the budget documents, specifically the Spring Hill Gateway and Fund H, Spring Hill Mall.

Fund 4 - Carrington Reserve

This fund continues to fund the maintenance obligations regarding the wetlands and natural areas within the Carrington Reserve subdivision in the amount of \$45,000 for this year.

Fund F - SSA #9

This fund is for the downtown and accounts for \$34,700 as a contribution to the Village's outstanding debt service, as well as the ongoing maintenance obligations as it relates to the downtown public spaces and parking areas.

Fund G – TIF #4 Main Street / Route 31

We continue to see extremely positive growth from this fund. The increment this year is estimated to be nearing \$31M which is an increase over last year's \$21M revenue proceeds of about \$2.7M.

We are also showing funding from both the OSLAD grant and land cash donations towards the contribution of Canterfield Park improvements.

Expenditures this year of note include:

- Funding of the principal and interest payment obligation for the recently issued bonds in the amount of \$1.648M,
- Economic incentive payments to Transwestern, Nelson, and 200 Washington, if necessary,
- Authorization of the Canterfield Park improvements and the completion of that project this year,
- Downtown utility improvements regarding water and sewer relocation off Route 72.

Fund H – Spring Hill Mall TIF

With the establishment of the new Spring Hill Mall TIF, we are finally seeing the first revenues for this year in the estimated amount of \$100,000. The \$20M bond issue is accounted for within the last fiscal year, along with the related expenditures for the property acquisition. We have budgeted the remaining proceeds towards estimated demolition costs and some TIF-related expenditures including property taxes related to last year's property acquisitions.

This completes a very high-level summary of this year's budget document. We look forward to continuing the discussions and dialogue with the Village Board on this topic over the next couple of meetings.

If you have any questions, please feel free to contact me.

JAC:mjp

CC: Department Managers

Village of
West Dundee



TO: Village President & Board of Trustees

FROM: Joseph A. Cavallaro, Village Manager

DATE: March 14, 2024

SUBJECT: FRWRD Treatment Charges

Attached please find a spreadsheet illustrating the total FRWRD and East Dundee treatment charges paid by the Village during the last four fiscal years.

Unfortunately, as evidenced by this spreadsheet, neither FRWRD nor East Dundee are very good at billing on a consistent monthly basis. The spreadsheet details the month in which bills are paid as recorded in the Village's general ledger. We are consistently sending wastewater treatment to both entities and should be receiving bills every month.

In addition to the monthly treatment charges, FRWRD does a complete audit of its financials on an annual basis. The Village has the obligation to pay more or receive credit for the previous year's charges, depending on the actual cost to process our sewage.

Below please find the following FRWRD rates per million gallons:

2021	\$1,591
2022	\$2,528
2023	\$2,700

We did receive a significant increase of over \$1,000 per million gallons between 2021 and 2022. Between May 2020 and February 2022, the True Up adjusted cost to the Village for treatment charges was \$79,589. From May 2021 through January 2023, the True Up cost was \$384,404. We pay our monthly bill at the most recent FRWRD audit rate, and once a new audit rate is established, the prior year is adjusted and used for future bills. Since rates are based on FRWRD audits, the staff is having a difficult time budgeting accordingly for these numbers. The True Up charges are in addition to the monthly billing.

For fiscal year 2024, we believe the projected amount of \$1.26M for treatment charges is a solid number.

Based on the fact that the True Up charge is less than \$200 per million gallons this year, the True Up cost payable in fiscal year 2025 is only \$85,000. We believe that the \$1.1M amount included in the budget should be a good number, as long as the True Up number is a reasonable amount for the end of next year.

I hope this gives a better perspective in terms of what staff have been dealing with and how we are doing our best to gauge an estimated cost for this line item and budget projections.

West Dundee
 Treatment Charges
 Account 2-22-3-3100

	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	Total
FY 2021													
FRWRD		56,118.48	145,852.34	38,116.00		55,282.86					45,310.19	43,543.08	384,222.95
FRWRD True-Up													-
East Dundee		32,985.15	31,517.46	32,853.57	33,174.58			33,092.16	32,163.83	31,336.45	61,036.57	54,638.40	342,798.17
Total	-	89,103.63	177,369.80	70,969.57	33,174.58	55,282.86	-	33,092.16	32,163.83	31,336.45	106,346.76	98,181.48	727,021.12
FY 2022													
FRWRD		24,475.47	46,891.47		46,485.18		45,742.65			52,131.21		132,783.36	348,509.34
FRWRD True-Up												79,588.80	79,588.80
East Dundee		29,410.03		59,319.99	28,926.68		56,319.08	28,961.21		56,762.37	26,563.79	56,615.99	342,879.14
Total	-	53,885.50	46,891.47	59,319.99	75,411.86	-	102,061.73	28,961.21	-	108,893.58	26,563.79	268,988.15	770,977.28
FY 2023													
FRWRD					133,882.65		62,255.83				99,437.50	239,528.00	535,103.98
FRWRD True-Up												64,067.38	64,067.38
East Dundee			70,003.01		68,519.68		67,734.68				133,899.36	67,734.68	407,891.41
Total	-	-	70,003.01	-	202,402.33	-	129,990.51	-	-	-	233,336.86	371,330.06	1,007,062.77
FY 2024													
FRWRD				143,464.00		88,783.36				241,424.00			473,671.36
FRWRD True-Up		32,033.69		96,101.07		64,067.38				128,134.76			320,336.90
East Dundee		34,259.84	33,474.84		68,519.68	33,474.84		67,734.68	34,259.84		34,259.84	*	305,983.56
Total	-	66,293.53	33,474.84	239,565.07	68,519.68	186,325.58	-	67,734.68	34,259.84	369,558.76	34,259.84	-	1,099,991.82

* Through
 3/5/2024

FOX RIVER WATER RECLAMATION DISTRICT
 Village of West Dundee
 FY 2023 Annual Audited Rate True Up Adjustments

Per FY 2023 Audit Findings	
New Rate:	\$ 2,700.00

FY 2023 - May 2022 through April 2023

Description	MG	Rate	Billed Amount
MAY FLOW BILLED	30.620	\$2,528.00	\$77,407.36
JUNE FLOW BILLED	20.450	\$2,528.00	\$51,697.60
JULY FLOW BILLED	17.000	\$2,528.00	\$42,976.00
AUG FLOW BILLED	16.080	\$2,528.00	\$40,650.24
SEP FLOW BILLED	21.380	\$2,528.00	\$54,048.64
OCT FLOW BILLED	17.750	\$2,528.00	\$44,872.00
NOV FLOW BILLED	19.370	\$2,528.00	\$48,967.36
DEC FLOW BILLED	22.630	\$2,528.00	\$57,208.64
JAN FLOW BILLED	20.500	\$2,528.00	\$51,824.00
FEB FLOW BILLED	21.000	\$2,528.00	\$53,088.00
MAR FLOW BILLED	37.750	\$2,528.00	\$95,432.00
APR FLOW BILLED	36.000	\$2,528.00	\$91,008.00
TOTAL FLOW BILLED	280.53		\$709,179.84
		Rate	\$
FY 2023 PAYMENTS MADE		\$2,528.00	\$709,179.84
FY 2023 PAYMENTS DUE @ FY 2023 AUDITED RATE	\$	2,700.00	\$757,431.00
FY 2023 OVER OR (UNDER) PAYMENT			<u>(\$48,251.16)</u>

FY 2024 - May 2023 through February 2024

Description	MG	Rate	Amount
MAY FLOW BILLED	21.870	\$2,528.00	\$55,287.36
JUNE FLOW BILLED	16.250	\$2,528.00	\$41,080.00
JULY FLOW BILLED	18.630	\$2,528.00	\$47,096.64
AUG FLOW BILLED	18.620	\$2,528.00	\$47,071.36
SEP FLOW BILLED	16.500	\$2,528.00	\$41,712.00
OCT FLOW BILLED	20.000	\$2,528.00	\$50,560.00
NOV FLOW BILLED	21.500	\$2,528.00	\$54,352.00
DEC FLOW BILLED	24.750	\$2,528.00	\$62,568.00
JAN FLOW BILLED	29.250	\$2,528.00	\$73,944.00
FEB FLOW BILLED	28.000	\$2,528.00	\$70,784.00
TOTAL FLOW BILLED	215.370		\$544,455.36
		Rate	\$
FY 2024 PAYMENTS MADE TO DATE			\$544,455.36
FY 2024 PAYMENTS DUE @ FY 2023 AUDITED RATE		\$2,700.00	\$581,499.00
FY 2023 OVER OR (UNDER) PAYMENT			<u>(\$37,043.64)</u>
FY 2023 & 2024 TOTAL OVER OR (UNDER) PAYMENT			<u>(\$85,294.80)</u>

Village of
West Dundee



TO: Village President and Board of Trustees

FROM: Eric Babcock, Director of Public Works

DATE: March 14, 2024

SUBJECT: Amendment 1 to the 2024 Street Improvements Professional Services Agreement with Baxter and Woodman



INTRODUCTION:

At the Regular Village Board Meeting on December 4, 2023, the Board approved a Professional Services Agreement with Baxter & Woodman to design the 2024 Street Improvements Project. Amendment 1 proposes a significant expansion to the scope of the project and is presented to the Board for consideration.

BACKGROUND:

The initial 2024 Street Improvements Project area covered under the original agreement includes Pember Circle, Spaulding Avenue and Knowlton Drive at an approved design engineering cost of \$44,527.

The Fiscal Year 2024/25 Budget request includes a \$1,000,000 expansion of the 2024 project as a proposed use of Cares Act funds. The proposed expansion area includes Market Loop (*from Village Quarter Rd. to Willow Ln.*), Willow Ln. (*from Beacon St. to IL Route 31*) and Strom Dr. (*from IL Route 31 to Dunning Ave.*).

If the Board is in agreement with the 2024/25 Budget request to expand the scope of the project, it is necessary for Baxter & Woodman to begin their design work now to remain on schedule and avoid the cold weather problems experienced in the past. If the Board is not in agreement with the proposed expansion following the Budget presentation, design of the proposed expanded area will still be needed and useful for projects in the near future.

A copy of Amendment 1 to Baxter & Woodman's Professional Services Agreement is attached for your review and consideration.

FISCAL IMPACT:

Baxter & Woodman's fee to facilitate design engineering for the proposed project expansion is \$15,000. This will change the total design cost from \$44,527 to \$59,527, which is accounted for in the Fiscal Year 2024/25 Budget request.

RECOMMENDATION:

Therefore, it is respectfully requested and recommended that:

MOTION: Move to approve Amendment 1 to the 2024 Street Improvements Agreement with Baxter and Woodman representing an additional cost not to exceed \$15,000.

March 12, 2024

Mr. Eric Babcock
Public Works Director
Village of West Dundee
900 Angle Tarn Road
West Dundee, IL 60118

***Subject: Village of West Dundee – 2024 Street Improvements Design Engineering –
Amendment 1***

Dear Mr. Babcock:

Baxter & Woodman, Inc. is pleased to submit Amendment 1 to our proposal dated December 5, 2023 to provide additional design Engineering Services to add streets to the Village's 2024 street improvements.

PROJECT UNDERSTANDING:

The streets to be added to the 2024 street improvements include the following:

Street	From	To
Market Loop Road	Village Quarter Road	Willow Lane
Market Loop Circle	Market Loop Road	Market Loop Road
Willow Lane	Beacon Street	IL Route 31
Strom Drive	IL Route 31	Dunning Avenue

The work on the above streets includes curb and sidewalk repairs, partial or full depth HMA pavement removal, base repairs, and HMA binder and surface replacement.

SCOPE OF SERVICES:

1. EARLY COORDINATION AND DATA COLLECTION

- A. *Data Collection:* Obtain, review, and evaluate the following information provided by the Village for use in design:
- 1) Utility Atlases
 - 2) Existing Roadway Plans
 - 3) Aerial Photography
 - 4) Maintenance and Flooding Records
 - 5) ROW, GIS, and Property Data

- B. *Field Evaluation*: Perform a field evaluation to determine the condition of existing pavements, curb and gutters, drainage structures, and sidewalk ramps. Estimate quantities of pavement repair.

2. GEOTECHNICAL REPORT

- A. *Pavement Cores*: Hire a geotechnical sub-consultant to take up to 14 pavement cores of the surface and base material on the streets to be resurfaced to determine the composition of the existing pavement material. Test pH levels of the subgrade material and include results in IEPA form LPC-662 to assist with CCDD soils disposal.
- B. *Clean Construction or Demolition Debris (CCDD)*: CCDD testing and completion of a Preliminary Site Investigation (PSI) or IEPA Form LPC-663 is not included in this scope because it is anticipated that the work will generate small amounts of excavation in a residential area.

3. PLAN PREPARATION

- A. *Estimate of Cost and Time*: Prepare summary of quantities, estimate of time, schedules of materials, and an engineer's estimate of cost.
- B. *Specifications*: Prepare special provisions in accordance with Village guidelines to specify items not covered by the Standard Specifications for Road and Bridge Construction.
- C. *Final Contract Proposal*: Prepare bidding documents consisting of Location Map, Typical Sections, Details, Special Provisions, Contract Proposal, Schedule of Prices, and Engineer's Estimate of Cost for the Village to receive bids. Separate plan sheets will not be prepared.

- 4. QC/QA – Perform an in-house peer and constructability review by senior staff of the pre-final proposal documents.

PROJECT SCHEDULE

The project schedule will follow the schedule indicated on the 2024 Street Improvements proposal.

PROJECT FEE

Our engineering fee for the additional above stated scope of services is based on our standard hourly billing rates for actual work time performed plus reimbursement of out-of-pocket expenses including travel and pavement cores, which in total will not exceed \$15,000, for an amended not to exceed total of \$59,527.00.

All terms and conditions of the original proposal shall apply to this proposal. If you find this proposal acceptable, **please sign and return one copy for our files.**

We appreciate this opportunity to assist the Village with its street improvement program, and we look forward to working with you on this Project. Please feel free to call me if you have any questions.

Sincerely,

BAXTER & WOODMAN, INC.
CONSULTING ENGINEERS



Jason J. Fluhr, PE
Vice President

VILLAGE OF WEST DUNDEE, IL

AUTHORIZED BY: _____

TITLE: _____

DATE: _____

Village of
West Dundee



TO: Village President and Board of Trustees

FROM: Eric Babcock, Director of Public Works

DATE: February 28, 2024

SUBJECT: Authorization to Conduct North Lot Water & Sewer Improvements, Phase 1



INTRODUCTION:

Public Works has solicited quotes for Phase 1 of the North Lot Water & Sewer Improvements Project and is seeking authorization to proceed.

BACKGROUND:

The North Lot Water Improvements is a two-part project intended to provide a water source to businesses on the north side of IL Route 72 between North First and North Second Streets. More specifically, the new infrastructure to be established in the North Parking Lot provides a connection point that will allow for the eventual abandonment of water main and services beneath IL Route 72, which will eliminate the danger, cost, public inconvenience, and liability associated with repair operations there.

Phase 1 consists of installing a new water main originating at South Second Street and terminating near the rear of 120 West Main, which will function as a service to that building until Phase 2 begins. Phase 2 will then originate from that point and extend east, ultimately connecting to the water main on South First Street to complete the loop. Phase 2 will also include installation of a common grease trap and necessary sanitary sewer connections.

The quotes ranged from \$155,525 provided by Kellenberger, Inc. of Elgin, IL to \$171,718.60 provided by Stark & Son, Inc. of Hampshire, IL. The engineer's opinion of cost for this work was \$180,000. Copies of all three quotes are attached for your review for consideration.

Public Works will be facilitating construction supervision for this project in-house, and the full installation will be inspected by B & F.

FISCAL IMPACT:

The Fiscal Year 2024/25 Budget request includes a total amount of \$480,000 for the entirety of the North Lot Water & Sewer Improvements Project (Phases 1 & 2) in TIF Fund G. The low quote of \$155,525 is \$24,475 below the engineer's cost estimate for Phase 1.

RECOMMENDATION:

Therefore, it is respectfully requested and recommended that:

MOTION: Move to approve a waiver to competitive bidding and award a contract to Kellenberger, Inc. of Elgin, IL to complete Phase 1 of the North Lot Water & Sewer Improvements Project at a cost of \$\$155,525.



EXCAVATION | SITE UTILITIES | PLUMBING

Kellenberger, Inc. | 37W507 Big Timber Rd. Elgin, IL 60124

P: 847.742.4385 | W: kellenbergerinc.com

PROPOSAL

Date: March 12, 2024
Project: Water Service
Location: 120 W Main Street, West Dundee 60118
Submitted to: Village of West Dundee
Attention: Adam Peters

Scope of Work: Site Utilities per Civil Drawings dated: 2/22/2024

WATER:

<u>Quantity</u>	<u>Unit</u>	<u>Description</u>
66	LF	6" CL 52 DIP
205	LF	8" CL 52 DIP
20	LF	12" C-900 casing pipe
1	EA	Fire hydrants w/ aux valve
1	EA	48" Dia. vault with 8" valve
2	EA	6" valve and box
1	EA	8" Cut in tee into existing 6" main per plans
2	EA	Stub for future (1- 6" and 1- 8")
1	EA	Stub water 5'-0" out from foundation (north side of AC unit and capped, final connection by others)
1	LS	Traffic control included
1	LS	Saw cutting, asphalt/ concrete removal, curb patch, asphalt patch, and paver re-install included (we aren't figuring on purchasing any new pavers, only re-use the existing material that is there)
1	LS	Pressure testing and chlorination included
		Expose, tunnel, support, and cross existing utilities as shown on drawings
		- 1- Sanitary
1	LS	CA-7 stone bedding and CA-6 backfill
1	LS	Non-contaminated spoils hauled off site

ALTERNATE #1- DEDUCT: \$16,445.00

-Remove 35'-0" of 6" CL 52 DIP from 6" valve and box to existing building

CONTINUED

PROJECT: Water Service, 120 W Main St, West Dundee

NOTES

- Existing pavers to be removed and reused, procurement of any new pavers is NOT included
- Soil testing and LPC 663 form including in proposal- Price contingent on CCDD spoil approval at Beverly Materials, East Dundee
- This proposal includes excavation, materials, installation, and trench backfill up to subgrade or existing grade (whatever elevation is lower.)
- This proposal is based on KI's existing standard Illinois minimum insurance requirements. Should any changes to these existing limits be required by Contract for this project, the additional premium cost(s) for compliance will be Owner/GC responsibility.
- This proposed amount is based on completion of all work by Kellenberger Inc; if portions of this proposal are completed by others, the proposal amount is subject to change.
- Any unforeseen conditions, conflicts, soils, and/or utilities that are encountered while performing our scope of work will potentially be an additional cost to the contract.
- Taxes are not included in base bid

****Due to the current lack of availability and fluctuation of pricing on aggregate, concrete, plastic, steel, and metal materials, this proposal amount is only valid for 30 days from the date of this proposal. ****

****We have accounted for diesel fuel surcharges up to \$4.15 per gallon (based on <https://gasprices.aaa.com/?state=IL>). When diesel fuel exceeds \$4.15 per gallon, additional surcharges will be implemented and may result in a change order to the contract****

***** EXCLUSIONS *****

Item	Units	ADD:	Item	Units	ADD:
Permits & Fees		-	Private Utility Locating		-
Layout & Staking		-	Domestic Water Tee		-
Utility Disconnects		-	Fire Protection OS & Y Valve		-
Restoration		-	Under Cutting		-
Major Dewatering		-	Irrigation System		-
Asphalt/ Concrete/ Curb Patching		-	Dry Utility Sleeves		-
IEPA LPC 663 Forms		-	Footing Drains		-
Soil & Compaction testing		-	More than (1) Mobilization		-
Frost Ripping		-	Night, Weekend and/ or Overtime Work		-
Concrete collars		-	Inlet baskets on existing structure	1	EA \$300.00
Line Stops		-			

We hereby propose to furnish labor and materials, complete in accordance with above specifications, for the sum of: **\$155,525.00**

Submitted By: Miles Kellenberger Phone: 224.470.0402

NOTE: This proposal may be withdrawn by us if not accepted within 30 days.

ACCEPTANCE OF PROPOSAL: The above prices, specifications, and conditions are satisfactory and are hereby accepted.

Authorized Signature: _____ Date: _____

CONTINUED

PROJECT: Water Service, 120 W Main St, West Dundee

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above this estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workman's Compensation insurance.



SCOPE OF WORK / SPECIFICATIONS FOR:

Water Service Extension

120 West Main Street

Job # E-3050

Village of West Dundee Public Works Department • 900 Angle Tarn, West Dundee, IL 60118

Project Contact: Adam Peters, Utilities Superintendent
Office Phone: 847-551-3815 • **Email:** apeters@wdundee.org

Project Contact: Eric Babcock, Director of Public Works
Office Phone: 847-551-3815 • **Email:** ebabcock@wdundee.org

The Village is seeking proposals by Tuesday March 12th 2024. This is a request for proposals and not a sealed bid. It is the intention to give notice to proceed upon receipt of competitive pricing and village board approval at the March 18th, 2024 regular board meeting.

Scope of work:

- Construct the water service extension per attached plan set to 120 W. Main Street, Job # E-3050, dated 2/22/2024.
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- Village Staff will conduct a 2-day coliform sampling protocol for the new service line. Pending two satisfactory results the line will be deemed properly chlorinated.
- Hydrostatic pressure testing is required from the 8-inch valve near the 2nd street connection to the building. 200 PSI for 2 hours must be observed by the Village Utility and Fire Department Staff.
- A final fire flush through a 4" opening to a debris bag for 15 minutes is required. The Utility and Fire Departments will observe.
- Deadline for project substantial completion is April 29th, 2024, The business needs water by April 22nd, 2024.

Provide Lump Sum Pricing for the Entire Water Service Portion using the following format.

\$ 169,685.00

One Hundred Sixty Nine Thousand Six Hundred Eighty Five and No Cents

(example):

\$ 123,456.78 dollars

One Hundred and Twenty-Three Thousand Dollars and Seventy-Eight Cents.

Provide a Deduct cost for the portion of 6-inch DI Service line between the 120 W. Main building and the nearest 6-inch valve (building Service shut off) located at the nearest 8-inch X 6-inch TEE shown using the following format.

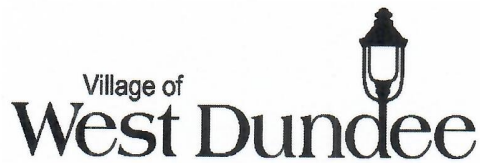
\$ 14,000.00

Fourteen Thousand and No Cents

(example):

\$ 123,456.78 dollars

One Hundred and Twenty-Three Thousand Dollars and Seventy-Eight Cents



WAGE RATES

PART 1 - GENERAL

1.1 DESCRIPTION

- A. The Contractor shall comply in all respects with the requirements of the Prevailing Wage Act (A820 ILCS 130/0.01 et seq.). The Contractor shall pay or cause to be paid not less than the prevailing rates of wages as found by the Owner or Department of Labor or as determined by the Court on Review to all laborers, workers and mechanics.
- B. The Illinois Department of Labor website (<http://www.state.il.us/agency/idol/>) will list the current edition of the prevailing wages for the county where the Work is being performed.
 - 1. Contractor is responsible to verify that prevailing wages listed are current.
 - 2. Contractor must pay current wages in effect at time Work is being carried out.
- C. Revisions of the following Prevailing Wage Rates are made periodically by the Illinois Department of Labor. These may be accessed by computer at <https://www.illinois.gov/idol/Laws-Rules/CONMED/Pages/Rates.aspx>. As required by the Prevailing Wage Act, any and all such revisions supersede the Park District's June determination. Bidders and Contractors performing work on this Project are responsible for determining the applicable prevailing wage rates at the time of bid submission and performance of the Work. Failure of a Bidder/Contractor to make such determination shall not relieve it of its obligations in accordance with the Contract Documents. In consideration for the award to it of the Contract for this Project, the Contractor agrees that the foregoing notice satisfies any obligation of the public body in charge of this Project to notify the Contractor of periodic changes in the prevailing wage rates and the Contractor agrees to assume and be solely responsible for, as a material obligation of the Contractor under the Contract, the obligation to determine periodic revisions of the prevailing wage rates, to notify its subcontractors of such revisions, to post such revisions as required for the posting of wage rates under the Act, and to pay and require its subcontractors to pay wages in accordance with such revised rates.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

ACKNOWLEDGED AND AGREED TO:

By: Michelle Cramer Vice President
Authorized Signature / Title

Subscribed and sworn to before me this

11th day of March, 2024

[Signature]
Notary Public





SCOPE OF WORK / SPECIFICATIONS FOR:

Water Service Extension

120 West Main Street

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\$ 10,046.00 dollars

Ten thousand forty-six dollars and no cents

(example):

\$ 123,456.78 dollars

One Hundred and Twenty-Three Thousand Dollars and Seventy-Eight Cents

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

ACKNOWLEDGED AND AGREED TO:

By: *Michael Cox* President
Authorized Signature / Title

Subscribed and sworn to before me this

13th day of March, 2024

Karen Ann Ferguson
Notary Public



Village of
West Dundee



TO: Village President and Board of Trustees

FROM: Eric Babcock, Director of Public Works

DATE: February 28, 2024

SUBJECT: Authorization to Conduct North Lot Water & Sewer Improvements, Phase 1



INTRODUCTION:

Public Works has solicited quotes for Phase 1 of the North Lot Water & Sewer Improvements Project and is seeking authorization to proceed.

BACKGROUND:

The North Lot Water Improvements is a two-part project intended to provide a water source to businesses on the north side of IL Route 72 between North First and North Second Streets. More specifically, the new infrastructure to be established in the North Parking Lot provides a connection point that will allow for the eventual abandonment of water main and services beneath IL Route 72, which will eliminate the danger, cost, public inconvenience, and liability associated with repair operations there.

Phase 1 consists of installing a new water main originating at South Second Street and terminating near the rear of 120 West Main, which will function as a service to that building until Phase 2 begins. Phase 2 will then originate from that point and extend east, ultimately connecting to the water main on South First Street to complete the loop. Phase 2 will also include installation of a common grease trap and necessary sanitary sewer connections.

The quotes ranged from \$155,525 provided by Kellenberger, Inc. of Elgin, IL to \$171,718.60 provided by Stark & Son, Inc. of Hampshire, IL. The engineer's opinion of cost for this work was \$180,000. Copies of all three quotes are attached for your review for consideration.

Public Works will be facilitating construction supervision for this project in-house, and the full installation will be inspected by B & F.

FISCAL IMPACT:

The Fiscal Year 2024/25 Budget request includes a total amount of \$480,000 for the entirety of the North Lot Water & Sewer Improvements Project (Phases 1 & 2) in TIF Fund G. The low quote of \$155,525 is \$24,475 below the engineer's cost estimate for Phase 1.

RECOMMENDATION:

Therefore, it is respectfully requested and recommended that:

MOTION: Move to approve a waiver to competitive bidding and award a contract to Kellenberger, Inc. of Elgin, IL to complete Phase 1 of the North Lot Water & Sewer Improvements Project at a cost of \$\$155,525.



EXCAVATION | SITE UTILITIES | PLUMBING

Kellenberger, Inc. | 37W507 Big Timber Rd. Elgin, IL 60124

P: 847.742.4385 | W: kellenbergerinc.com

PROPOSAL

Date: March 12, 2024
Project: Water Service
Location: 120 W Main Street, West Dundee 60118
Submitted to: Village of West Dundee
Attention: Adam Peters

Scope of Work: Site Utilities per Civil Drawings dated: 2/22/2024

WATER:

<u>Quantity</u>	<u>Unit</u>	<u>Description</u>
66	LF	6" CL 52 DIP
205	LF	8" CL 52 DIP
20	LF	12" C-900 casing pipe
1	EA	Fire hydrants w/ aux valve
1	EA	48" Dia. vault with 8" valve
2	EA	6" valve and box
1	EA	8" Cut in tee into existing 6" main per plans
2	EA	Stub for future (1- 6" and 1- 8")
1	EA	Stub water 5'-0" out from foundation (north side of AC unit and capped, final connection by others)
1	LS	Traffic control included
1	LS	Saw cutting, asphalt/ concrete removal, curb patch, asphalt patch, and paver re-install included (we aren't figuring on purchasing any new pavers, only re-use the existing material that is there)
1	LS	Pressure testing and chlorination included
		Expose, tunnel, support, and cross existing utilities as shown on drawings
		- 1- Sanitary
1	LS	CA-7 stone bedding and CA-6 backfill
1	LS	Non-contaminated spoils hauled off site

ALTERNATE #1- DEDUCT: \$16,445.00

-Remove 35'-0" of 6" CL 52 DIP from 6" valve and box to existing building

CONTINUED

PROJECT: Water Service, 120 W Main St, West Dundee

NOTES

- Existing pavers to be removed and reused, procurement of any new pavers is NOT included
- Soil testing and LPC 663 form including in proposal- Price contingent on CCDD spoil approval at Beverly Materials, East Dundee
- This proposal includes excavation, materials, installation, and trench backfill up to subgrade or existing grade (whatever elevation is lower.)
- This proposal is based on KI's existing standard Illinois minimum insurance requirements. Should any changes to these existing limits be required by Contract for this project, the additional premium cost(s) for compliance will be Owner/GC responsibility.
- This proposed amount is based on completion of all work by Kellenberger Inc; if portions of this proposal are completed by others, the proposal amount is subject to change.
- Any unforeseen conditions, conflicts, soils, and/or utilities that are encountered while performing our scope of work will potentially be an additional cost to the contract.
- Taxes are not included in base bid

****Due to the current lack of availability and fluctuation of pricing on aggregate, concrete, plastic, steel, and metal materials, this proposal amount is only valid for 30 days from the date of this proposal. ****

****We have accounted for diesel fuel surcharges up to \$4.15 per gallon (based on <https://gasprices.aaa.com/?state=IL>). When diesel fuel exceeds \$4.15 per gallon, additional surcharges will be implemented and may result in a change order to the contract****

***** EXCLUSIONS *****

Item	Units	ADD:	Item	Units	ADD:
Permits & Fees		-	Private Utility Locating		-
Layout & Staking		-	Domestic Water Tee		-
Utility Disconnects		-	Fire Protection OS & Y Valve		-
Restoration		-	Under Cutting		-
Major Dewatering		-	Irrigation System		-
Asphalt/ Concrete/ Curb Patching		-	Dry Utility Sleeves		-
IEPA LPC 663 Forms		-	Footing Drains		-
Soil & Compaction testing		-	More than (1) Mobilization		-
Frost Ripping		-	Night, Weekend and/ or Overtime Work		-
Concrete collars		-	Inlet baskets on existing structure	1	EA \$300.00
Line Stops		-			

We hereby propose to furnish labor and materials, complete in accordance with above specifications, for the sum of: **\$155,525.00**

Submitted By: Miles Kellenberger Phone: 224.470.0402

NOTE: This proposal may be withdrawn by us if not accepted within 30 days.

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Authorized Signature: _____ Date: _____

CONTINUED

PROJECT: Water Service, 120 W Main St, West Dundee

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SCOPE OF WORK / SPECIFICATIONS FOR:

Water Service Extension

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Job # E-3050

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WAGE RATES

PART 1 - GENERAL

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PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

ACKNOWLEDGED AND AGREED TO:

By: Michelle Cramer Vice President
Authorized Signature / Title

Subscribed and sworn to before me this

11th day of March, 2024

[Signature]
Notary Public





SCOPE OF WORK / SPECIFICATIONS FOR:

Water Service Extension

120 West Main Street

Job # E-3050

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PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

ACKNOWLEDGED AND AGREED TO:

By: *Michael Cox* President
Authorized Signature / Title

Subscribed and sworn to before me this

13th day of March, 2024

Karen Ann Ferguson
Notary Public



Village of
West Dundee

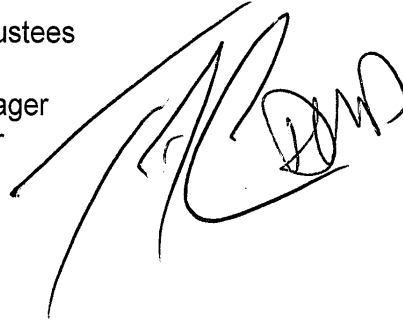


TO: Village President and Board of Trustees

FROM: Joseph A. Cavallaro, Village Manager
David Danielson, Finance Director

DATE: March 18, 2024

SUBJECT: Budget Presentation Timeline



Budget binders were delivered to your homes last week and the draft and budget has been posted on the Village website.

We will begin the presentation of the proposed Fiscal Year 2024/25 Budget at the March 18th Village Board Meeting. The intention is to present the Budget as prepared.

The next topic will also be on the agenda for the Monday, April 1st Village Board Meeting, for further discussion if needed.

The formal Public Hearing on the Budget is to be scheduled for the April 1st Board Meeting, which will be the opportunity for the public to ask any questions that they may have regarding the budgetary process.

The final presentation of the Budget and any additional Q & A will take place later on the agenda at the April 15th Board Meeting, with the adoption of the 2024/25 Budget also scheduled for that evening.

Below please find the summary highlights for each of the major funds.

General Fund

The General Fund is shown as a balanced budget with no new or increased fees to support municipal operations. The Village is expecting a decrease in the tax rate from \$1.92 to \$1.87.

We are illustrating the use of the General Fund balance in the amount of \$370,000 to pay for the Board authorized Special Census for this year.

Sewer and Water Fund

The Sewer and Water Fund is shown as a balanced budget this year with no recommended rate increase. The variable to this is the Fox River Water Reclamation District audit and True Up charges relating to treatment charges for which we received a significant adjustment last year. As of the time of the preparation of the budget, we were still awaiting this year's adjustment. Staff is preparing a separate memo on this topic as these numbers have been received this week.

Capital Improvement revenues for the Sewer and Water Fund are estimated to be \$1.198M for this year and include \$500,000 which is obligated to meet future debt service obligations to FRWRD based on IPEA compliance and facility upgrades. We continue and hope to have the Spring Hill Water Tower repainted within this year's budget.

Fund 3 - Motor Fuel Tax

The revenues within Fund 3 for this year are estimated to be \$339,000. The Motor Fuel Tax Fund has a balance of \$1.1M. We are recommending the increase from \$225,000 to \$320,000 of the transfer to the General Fund to support continued Public Works of the street and roadway maintenance or repairs.

Fund 4 - Capital Projects

This year's Capital Projects Fund has a beginning unallocated balance of approximately \$3.16M and annual revenue of \$2.8M. Debt service obligations decreased from \$1.5 M to \$759,000 for this year. This decrease in funds has already been allocated towards future capital obligations for the Village.

Based on the allocation of Cares Act money towards the Street and Infrastructure Program for this year, there are some discussion points and decisions for the Village Board regarding the additional annual \$1.1M allocation to Streets and Infrastructure or other improvements as outlined in the budget memo and should be part of the principal discussion as it relates to the Fund 4 Capital Fund.

There is approximately an additional \$1M allocated for the department's vehicle and equipment purchases and buildings and ground repairs. Further details are also provided in the budget.

Fund 5 - Community Development

Fund 5 Community Development fund balance has decreased below the original \$250,000 set aside and now has a beginning balance of just over \$200,000. Annual revenues this year amount to \$691,000 with budgeted expenditures in the amount of \$846,000. The projected fund balance at the end of the year is less than \$50,000.

This fund continues, as it has for the last several years, to operate in a significant deficit position. This is further exacerbated this year based on non-TIF related expenses being accounted for within this fund for property purchases, such as utilities and contractual services.

Fund 6 - Debt Service

This fund illustrates the two bond and payment obligations for the Village regarding the original \$9.3M debt service schedule and the IEPA wastewater loan which amounts to the \$759,000 annual payment.

For illustrative purposes, we have also included the total outstanding debt of the Village in this fund, but recognize that both the TIF bonds and the SSA bonds are funded elsewhere within the budget documents, specifically the Spring Hill Gateway and Fund H, Spring Hill Mall.

Fund 4 - Carrington Reserve

This fund continues to fund the maintenance obligations regarding the wetlands and natural areas within the Carrington Reserve subdivision in the amount of \$45,000 for this year.

Fund F - SSA #9

This fund is for the downtown and accounts for \$34,700 as a contribution to the Village's outstanding debt service, as well as the ongoing maintenance obligations as it relates to the downtown public spaces and parking areas.

Fund G – TIF #4 Main Street / Route 31

We continue to see extremely positive growth from this fund. The increment this year is estimated to be nearing \$31M which is an increase over last year's \$21M revenue proceeds of about \$2.7M.

We are also showing funding from both the OSLAD grant and land cash donations towards the contribution of Canterfield Park improvements.

Expenditures this year of note include:

- Funding of the principal and interest payment obligation for the recently issued bonds in the amount of \$1.648M,
- Economic incentive payments to Transwestern, Nelson, and 200 Washington, if necessary,
- Authorization of the Canterfield Park improvements and the completion of that project this year,
- Downtown utility improvements regarding water and sewer relocation off Route 72.

Fund H – Spring Hill Mall TIF

With the establishment of the new Spring Hill Mall TIF, we are finally seeing the first revenues for this year in the estimated amount of \$100,000. The \$20M bond issue is accounted for within the last fiscal year, along with the related expenditures for the property acquisition. We have budgeted the remaining proceeds towards estimated demolition costs and some TIF-related expenditures including property taxes related to last year's property acquisitions.

This completes a very high-level summary of this year's budget document. We look forward to continuing the discussions and dialogue with the Village Board on this topic over the next couple of meetings.

If you have any questions, please feel free to contact me.

JAC:mjp

CC: Department Managers

Village of
West Dundee



TO: Village President & Board of Trustees

FROM: Joseph A. Cavallaro, Village Manager

DATE: March 14, 2024

SUBJECT: FRWRD Treatment Charges

Attached please find a spreadsheet illustrating the total FRWRD and East Dundee treatment charges paid by the Village during the last four fiscal years.

Unfortunately, as evidenced by this spreadsheet, neither FRWRD nor East Dundee are very good at billing on a consistent monthly basis. The spreadsheet details the month in which bills are paid as recorded in the Village's general ledger. We are consistently sending wastewater treatment to both entities and should be receiving bills every month.

In addition to the monthly treatment charges, FRWRD does a complete audit of its financials on an annual basis. The Village has the obligation to pay more or receive credit for the previous year's charges, depending on the actual cost to process our sewage.

Below please find the following FRWRD rates per million gallons:

2021	\$1,591
2022	\$2,528
2023	\$2,700

We did receive a significant increase of over \$1,000 per million gallons between 2021 and 2022. Between May 2020 and February 2022, the True Up adjusted cost to the Village for treatment charges was \$79,589. From May 2021 through January 2023, the True Up cost was \$384,404. We pay our monthly bill at the most recent FRWRD audit rate, and once a new audit rate is established, the prior year is adjusted and used for future bills. Since rates are based on FRWRD audits, the staff is having a difficult time budgeting accordingly for these numbers. The True Up charges are in addition to the monthly billing.

For fiscal year 2024, we believe the projected amount of \$1.26M for treatment charges is a solid number.

Based on the fact that the True Up charge is less than \$200 per million gallons this year, the True Up cost payable in fiscal year 2025 is only \$85,000. We believe that the \$1.1M amount included in the budget should be a good number, as long as the True Up number is a reasonable amount for the end of next year.

I hope this gives a better perspective in terms of what staff have been dealing with and how we are doing our best to gauge an estimated cost for this line item and budget projections.

West Dundee
Treatment Charges
Account 2-22-3-3100

	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	Total
FY 2021													
FRWRD		56,118.48	145,852.34	38,116.00		55,282.86					45,310.19	43,543.08	384,222.95
FRWRD True-Up													-
East Dundee		32,985.15	31,517.46	32,853.57	33,174.58			33,092.16	32,163.83	31,336.45	61,036.57	54,638.40	342,798.17
Total	-	89,103.63	177,369.80	70,969.57	33,174.58	55,282.86	-	33,092.16	32,163.83	31,336.45	106,346.76	98,181.48	727,021.12
FY 2022													
FRWRD		24,475.47	46,891.47		46,485.18		45,742.65			52,131.21		132,783.36	348,509.34
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Total	-	66,293.53	33,474.84	239,565.07	68,519.68	186,325.58	-	67,734.68	34,259.84	369,558.76	34,259.84	-	1,099,991.82
											* Through 3/5/2024		

FOX RIVER WATER RECLAMATION DISTRICT
 Village of West Dundee
 FY 2023 Annual Audited Rate True Up Adjustments

Per FY 2023 Audit Findings	
New Rate:	\$ 2,700.00

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FY 2023 & 2024 TOTAL OVER OR (UNDER) PAYMENT			<u>(\$85,294.80)</u>

Village of
West Dundee



TO: Village President and Board of Trustees

FROM: Eric Babcock, Director of Public Works

DATE: March 14, 2024

SUBJECT: Amendment 1 to the 2024 Street Improvements Professional Services Agreement with Baxter and Woodman



INTRODUCTION:

At the Regular Village Board Meeting on December 4, 2023, the Board approved a Professional Services Agreement with Baxter & Woodman to design the 2024 Street Improvements Project. Amendment 1 proposes a significant expansion to the scope of the project and is presented to the Board for consideration.

BACKGROUND:

The initial 2024 Street Improvements Project area covered under the original agreement includes Pember Circle, Spaulding Avenue and Knowlton Drive at an approved design engineering cost of \$44,527.

The Fiscal Year 2024/25 Budget request includes a \$1,000,000 expansion of the 2024 project as a proposed use of Cares Act funds. The proposed expansion area includes Market Loop (*from Village Quarter Rd. to Willow Ln.*), Willow Ln. (*from Beacon St. to IL Route 31*) and Strom Dr. (*from IL Route 31 to Dunning Ave.*).

If the Board is in agreement with the 2024/25 Budget request to expand the scope of the project, it is necessary for Baxter & Woodman to begin their design work now to remain on schedule and avoid the cold weather problems experienced in the past. If the Board is not in agreement with the proposed expansion following the Budget presentation, design of the proposed expanded area will still be needed and useful for projects in the near future.

A copy of Amendment 1 to Baxter & Woodman's Professional Services Agreement is attached for your review and consideration.

FISCAL IMPACT:

Baxter & Woodman's fee to facilitate design engineering for the proposed project expansion is \$15,000. This will change the total design cost from \$44,527 to \$59,527, which is accounted for in the Fiscal Year 2024/25 Budget request.

RECOMMENDATION:

Therefore, it is respectfully requested and recommended that:

MOTION: Move to approve Amendment 1 to the 2024 Street Improvements Agreement with Baxter and Woodman representing an additional cost not to exceed \$15,000.

March 12, 2024

Mr. Eric Babcock
Public Works Director
Village of West Dundee
900 Angle Tarn Road
West Dundee, IL 60118

***Subject: Village of West Dundee – 2024 Street Improvements Design Engineering –
Amendment 1***

Dear Mr. Babcock:

Baxter & Woodman, Inc. is pleased to submit Amendment 1 to our proposal dated December 5, 2023 to provide additional design Engineering Services to add streets to the Village's 2024 street improvements.

PROJECT UNDERSTANDING:

The streets to be added to the 2024 street improvements include the following:

Street	From	To
Market Loop Road	Village Quarter Road	Willow Lane
Market Loop Circle	Market Loop Road	Market Loop Road
Willow Lane	Beacon Street	IL Route 31
Strom Drive	IL Route 31	Dunning Avenue

The work on the above streets includes curb and sidewalk repairs, partial or full depth HMA pavement removal, base repairs, and HMA binder and surface replacement.

SCOPE OF SERVICES:

1. EARLY COORDINATION AND DATA COLLECTION

- A. *Data Collection:* Obtain, review, and evaluate the following information provided by the Village for use in design:
- 1) Utility Atlases
 - 2) Existing Roadway Plans
 - 3) Aerial Photography
 - 4) Maintenance and Flooding Records
 - 5) ROW, GIS, and Property Data

- B. *Field Evaluation*: Perform a field evaluation to determine the condition of existing pavements, curb and gutters, drainage structures, and sidewalk ramps. Estimate quantities of pavement repair.

2. GEOTECHNICAL REPORT

- A. *Pavement Cores*: Hire a geotechnical sub-consultant to take up to 14 pavement cores of the surface and base material on the streets to be resurfaced to determine the composition of the existing pavement material. Test pH levels of the subgrade material and include results in IEPA form LPC-662 to assist with CCDD soils disposal.
- B. *Clean Construction or Demolition Debris (CCDD)*: CCDD testing and completion of a Preliminary Site Investigation (PSI) or IEPA Form LPC-663 is not included in this scope because it is anticipated that the work will generate small amounts of excavation in a residential area.

3. PLAN PREPARATION

- A. *Estimate of Cost and Time*: Prepare summary of quantities, estimate of time, schedules of materials, and an engineer's estimate of cost.
- B. *Specifications*: Prepare special provisions in accordance with Village guidelines to specify items not covered by the Standard Specifications for Road and Bridge Construction.
- C. *Final Contract Proposal*: Prepare bidding documents consisting of Location Map, Typical Sections, Details, Special Provisions, Contract Proposal, Schedule of Prices, and Engineer's Estimate of Cost for the Village to receive bids. Separate plan sheets will not be prepared.

- 4. QC/QA – Perform an in-house peer and constructability review by senior staff of the pre-final proposal documents.

PROJECT SCHEDULE

The project schedule will follow the schedule indicated on the 2024 Street Improvements proposal.

PROJECT FEE

Our engineering fee for the additional above stated scope of services is based on our standard hourly billing rates for actual work time performed plus reimbursement of out-of-pocket expenses including travel and pavement cores, which in total will not exceed \$15,000, for an amended not to exceed total of \$59,527.00.

All terms and conditions of the original proposal shall apply to this proposal. If you find this proposal acceptable, **please sign and return one copy for our files.**

We appreciate this opportunity to assist the Village with its street improvement program, and we look forward to working with you on this Project. Please feel free to call me if you have any questions.

Sincerely,

BAXTER & WOODMAN, INC.
CONSULTING ENGINEERS



Jason J. Fluhr, PE
Vice President

VILLAGE OF WEST DUNDEE, IL

AUTHORIZED BY: _____

TITLE: _____

DATE: _____

Village of
West Dundee

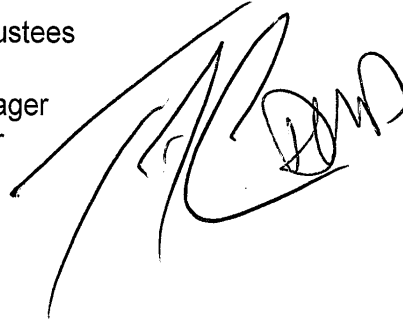


TO: Village President and Board of Trustees

FROM: Joseph A. Cavallaro, Village Manager
David Danielson, Finance Director

DATE: March 18, 2024

SUBJECT: Budget Presentation Timeline



Budget binders were delivered to your homes last week and the draft and budget has been posted on the Village website.

We will begin the presentation of the proposed Fiscal Year 2024/25 Budget at the March 18th Village Board Meeting. The intention is to present the Budget as prepared.

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The formal Public Hearing on the Budget is to be scheduled for the April 1st Board Meeting, which will be the opportunity for the public to ask any questions that they may have regarding the budgetary process.

The final presentation of the Budget and any additional Q & A will take place later on the agenda at the April 15th Board Meeting, with the adoption of the 2024/25 Budget also scheduled for that evening.

Below please find the summary highlights for each of the major funds.

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The General Fund is shown as a balanced budget with no new or increased fees to support municipal operations. The Village is expecting a decrease in the tax rate from \$1.92 to \$1.87.

We are illustrating the use of the General Fund balance in the amount of \$370,000 to pay for the Board authorized Special Census for this year.

Sewer and Water Fund

The Sewer and Water Fund is shown as a balanced budget this year with no recommended rate increase. The variable to this is the Fox River Water Reclamation District audit and True Up charges relating to treatment charges for which we received a significant adjustment last year. As of the time of the preparation of the budget, we were still awaiting this year's adjustment. Staff is preparing a separate memo on this topic as these numbers have been received this week.

Capital Improvement revenues for the Sewer and Water Fund are estimated to be \$1.198M for this year and include \$500,000 which is obligated to meet future debt service obligations to FRWRD based on IPEA compliance and facility upgrades. We continue and hope to have the Spring Hill Water Tower repainted within this year's budget.

Fund 3 - Motor Fuel Tax

The revenues within Fund 3 for this year are estimated to be \$339,000. The Motor Fuel Tax Fund has a balance of \$1.1M. We are recommending the increase from \$225,000 to \$320,000 of the transfer to the General Fund to support continued Public Works of the street and roadway maintenance or repairs.

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This year's Capital Projects Fund has a beginning unallocated balance of approximately \$3.16M and annual revenue of \$2.8M. Debt service obligations decreased from \$1.5 M to \$759,000 for this year. This decrease in funds has already been allocated towards future capital obligations for the Village.

Based on the allocation of Cares Act money towards the Street and Infrastructure Program for this year, there are some discussion points and decisions for the Village Board regarding the additional annual \$1.1M allocation to Streets and Infrastructure or other improvements as outlined in the budget memo and should be part of the principal discussion as it relates to the Fund 4 Capital Fund.

There is approximately an additional \$1M allocated for the department's vehicle and equipment purchases and buildings and ground repairs. Further details are also provided in the budget.

Fund 5 - Community Development

Fund 5 Community Development fund balance has decreased below the original \$250,000 set aside and now has a beginning balance of just over \$200,000. Annual revenues this year amount to \$691,000 with budgeted expenditures in the amount of \$846,000. The projected fund balance at the end of the year is less than \$50,000.

This fund continues, as it has for the last several years, to operate in a significant deficit position. This is further exacerbated this year based on non-TIF related expenses being accounted for within this fund for property purchases, such as utilities and contractual services.

Fund 6 - Debt Service

This fund illustrates the two bond and payment obligations for the Village regarding the original \$9.3M debt service schedule and the IEPA wastewater loan which amounts to the \$759,000 annual payment.

For illustrative purposes, we have also included the total outstanding debt of the Village in this fund, but recognize that both the TIF bonds and the SSA bonds are funded elsewhere within the budget documents, specifically the Spring Hill Gateway and Fund H, Spring Hill Mall.

Fund 4 - Carrington Reserve

This fund continues to fund the maintenance obligations regarding the wetlands and natural areas within the Carrington Reserve subdivision in the amount of \$45,000 for this year.

Fund F - SSA #9

This fund is for the downtown and accounts for \$34,700 as a contribution to the Village's outstanding debt service, as well as the ongoing maintenance obligations as it relates to the downtown public spaces and parking areas.

Fund G – TIF #4 Main Street / Route 31

We continue to see extremely positive growth from this fund. The increment this year is estimated to be nearing \$31M which is an increase over last year's \$21M revenue proceeds of about \$2.7M.

We are also showing funding from both the OSLAD grant and land cash donations towards the contribution of Canterfield Park improvements.

Expenditures this year of note include:

- Funding of the principal and interest payment obligation for the recently issued bonds in the amount of \$1.648M,
- Economic incentive payments to Transwestern, Nelson, and 200 Washington, if necessary,
- Authorization of the Canterfield Park improvements and the completion of that project this year,
- Downtown utility improvements regarding water and sewer relocation off Route 72.

Fund H – Spring Hill Mall TIF

With the establishment of the new Spring Hill Mall TIF, we are finally seeing the first revenues for this year in the estimated amount of \$100,000. The \$20M bond issue is accounted for within the last fiscal year, along with the related expenditures for the property acquisition. We have budgeted the remaining proceeds towards estimated demolition costs and some TIF-related expenditures including property taxes related to last year's property acquisitions.

This completes a very high-level summary of this year's budget document. We look forward to continuing the discussions and dialogue with the Village Board on this topic over the next couple of meetings.

If you have any questions, please feel free to contact me.

JAC:mjp

CC: Department Managers

Village of
West Dundee



TO: Village President & Board of Trustees

FROM: Joseph A. Cavallaro, Village Manager

DATE: March 14, 2024

SUBJECT: FRWRD Treatment Charges

Attached please find a spreadsheet illustrating the total FRWRD and East Dundee treatment charges paid by the Village during the last four fiscal years.

Unfortunately, as evidenced by this spreadsheet, neither FRWRD nor East Dundee are very good at billing on a consistent monthly basis. The spreadsheet details the month in which bills are paid as recorded in the Village's general ledger. We are consistently sending wastewater treatment to both entities and should be receiving bills every month.

In addition to the monthly treatment charges, FRWRD does a complete audit of its financials on an annual basis. The Village has the obligation to pay more or receive credit for the previous year's charges, depending on the actual cost to process our sewage.

Below please find the following FRWRD rates per million gallons:

2021	\$1,591
2022	\$2,528
2023	\$2,700

We did receive a significant increase of over \$1,000 per million gallons between 2021 and 2022. Between May 2020 and February 2022, the True Up adjusted cost to the Village for treatment charges was \$79,589. From May 2021 through January 2023, the True Up cost was \$384,404. We pay our monthly bill at the most recent FRWRD audit rate, and once a new audit rate is established, the prior year is adjusted and used for future bills. Since rates are based on FRWRD audits, the staff is having a difficult time budgeting accordingly for these numbers. The True Up charges are in addition to the monthly billing.

For fiscal year 2024, we believe the projected amount of \$1.26M for treatment charges is a solid number.

Based on the fact that the True Up charge is less than \$200 per million gallons this year, the True Up cost payable in fiscal year 2025 is only \$85,000. We believe that the \$1.1M amount included in the budget should be a good number, as long as the True Up number is a reasonable amount for the end of next year.

I hope this gives a better perspective in terms of what staff have been dealing with and how we are doing our best to gauge an estimated cost for this line item and budget projections.

West Dundee
Treatment Charges
Account 2-22-3-3100

	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	Total
FY 2021													
FRWRD		56,118.48	145,852.34	38,116.00		55,282.86					45,310.19	43,543.08	384,222.95
FRWRD True-Up													-
East Dundee		32,985.15	31,517.46	32,853.57	33,174.58			33,092.16	32,163.83	31,336.45	61,036.57	54,638.40	342,798.17
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Village of
West Dundee

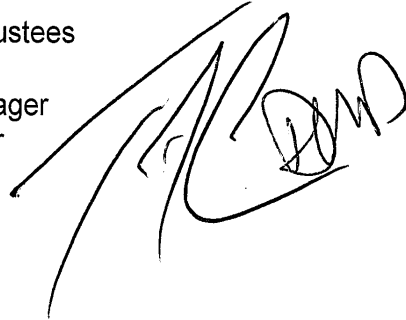


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This fund continues to fund the maintenance obligations regarding the wetlands and natural areas within the Carrington Reserve subdivision in the amount of \$45,000 for this year.

Fund F - SSA #9

This fund is for the downtown and accounts for \$34,700 as a contribution to the Village's outstanding debt service, as well as the ongoing maintenance obligations as it relates to the downtown public spaces and parking areas.

Fund G – TIF #4 Main Street / Route 31

We continue to see extremely positive growth from this fund. The increment this year is estimated to be nearing \$31M which is an increase over last year's \$21M revenue proceeds of about \$2.7M.

We are also showing funding from both the OSLAD grant and land cash donations towards the contribution of Canterfield Park improvements.

Expenditures this year of note include:

- Funding of the principal and interest payment obligation for the recently issued bonds in the amount of \$1.648M,
- Economic incentive payments to Transwestern, Nelson, and 200 Washington, if necessary,
- Authorization of the Canterfield Park improvements and the completion of that project this year,
- Downtown utility improvements regarding water and sewer relocation off Route 72.

Fund H – Spring Hill Mall TIF

With the establishment of the new Spring Hill Mall TIF, we are finally seeing the first revenues for this year in the estimated amount of \$100,000. The \$20M bond issue is accounted for within the last fiscal year, along with the related expenditures for the property acquisition. We have budgeted the remaining proceeds towards estimated demolition costs and some TIF-related expenditures including property taxes related to last year's property acquisitions.

This completes a very high-level summary of this year's budget document. We look forward to continuing the discussions and dialogue with the Village Board on this topic over the next couple of meetings.

If you have any questions, please feel free to contact me.

JAC:mjp

CC: Department Managers

Village of
West Dundee



TO: Village President & Board of Trustees

FROM: Joseph A. Cavallaro, Village Manager

DATE: March 14, 2024

SUBJECT: FRWRD Treatment Charges

Attached please find a spreadsheet illustrating the total FRWRD and East Dundee treatment charges paid by the Village during the last four fiscal years.

Unfortunately, as evidenced by this spreadsheet, neither FRWRD nor East Dundee are very good at billing on a consistent monthly basis. The spreadsheet details the month in which bills are paid as recorded in the Village's general ledger. We are consistently sending wastewater treatment to both entities and should be receiving bills every month.

In addition to the monthly treatment charges, FRWRD does a complete audit of its financials on an annual basis. The Village has the obligation to pay more or receive credit for the previous year's charges, depending on the actual cost to process our sewage.

Below please find the following FRWRD rates per million gallons:

2021	\$1,591
2022	\$2,528
2023	\$2,700

We did receive a significant increase of over \$1,000 per million gallons between 2021 and 2022. Between May 2020 and February 2022, the True Up adjusted cost to the Village for treatment charges was \$79,589. From May 2021 through January 2023, the True Up cost was \$384,404. We pay our monthly bill at the most recent FRWRD audit rate, and once a new audit rate is established, the prior year is adjusted and used for future bills. Since rates are based on FRWRD audits, the staff is having a difficult time budgeting accordingly for these numbers. The True Up charges are in addition to the monthly billing.

For fiscal year 2024, we believe the projected amount of \$1.26M for treatment charges is a solid number.

Based on the fact that the True Up charge is less than \$200 per million gallons this year, the True Up cost payable in fiscal year 2025 is only \$85,000. We believe that the \$1.1M amount included in the budget should be a good number, as long as the True Up number is a reasonable amount for the end of next year.

I hope this gives a better perspective in terms of what staff have been dealing with and how we are doing our best to gauge an estimated cost for this line item and budget projections.

West Dundee
Treatment Charges
Account 2-22-3-3100

	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	Total
FY 2021													
FRWRD		56,118.48	145,852.34	38,116.00		55,282.86					45,310.19	43,543.08	384,222.95
FRWRD True-Up													-
East Dundee		32,985.15	31,517.46	32,853.57	33,174.58			33,092.16	32,163.83	31,336.45	61,036.57	54,638.40	342,798.17
Total	-	89,103.63	177,369.80	70,969.57	33,174.58	55,282.86	-	33,092.16	32,163.83	31,336.45	106,346.76	98,181.48	727,021.12
FY 2022													
FRWRD		24,475.47	46,891.47		46,485.18		45,742.65			52,131.21		132,783.36	348,509.34
FRWRD True-Up												79,588.80	79,588.80
East Dundee		29,410.03		59,319.99	28,926.68		56,319.08	28,961.21		56,762.37	26,563.79	56,615.99	342,879.14
Total	-	53,885.50	46,891.47	59,319.99	75,411.86	-	102,061.73	28,961.21	-	108,893.58	26,563.79	268,988.15	770,977.28
FY 2023													
FRWRD					133,882.65		62,255.83				99,437.50	239,528.00	535,103.98
FRWRD True-Up												64,067.38	64,067.38
East Dundee			70,003.01		68,519.68		67,734.68				133,899.36	67,734.68	407,891.41
Total	-	-	70,003.01	-	202,402.33	-	129,990.51	-	-	-	233,336.86	371,330.06	1,007,062.77
FY 2024													
FRWRD				143,464.00		88,783.36				241,424.00			473,671.36
FRWRD True-Up		32,033.69		96,101.07		64,067.38				128,134.76			320,336.90
East Dundee		34,259.84	33,474.84		68,519.68	33,474.84		67,734.68	34,259.84		34,259.84	*	305,983.56
Total	-	66,293.53	33,474.84	239,565.07	68,519.68	186,325.58	-	67,734.68	34,259.84	369,558.76	34,259.84	-	1,099,991.82
											* Through 3/5/2024		

FOX RIVER WATER RECLAMATION DISTRICT
 Village of West Dundee
 FY 2023 Annual Audited Rate True Up Adjustments

Per FY 2023 Audit Findings	
New Rate:	\$ 2,700.00

FY 2023 - May 2022 through April 2023

Description	MG	Rate	Billed Amount
MAY FLOW BILLED	30.620	\$2,528.00	\$77,407.36
JUNE FLOW BILLED	20.450	\$2,528.00	\$51,697.60
JULY FLOW BILLED	17.000	\$2,528.00	\$42,976.00
AUG FLOW BILLED	16.080	\$2,528.00	\$40,650.24
SEP FLOW BILLED	21.380	\$2,528.00	\$54,048.64
OCT FLOW BILLED	17.750	\$2,528.00	\$44,872.00
NOV FLOW BILLED	19.370	\$2,528.00	\$48,967.36
DEC FLOW BILLED	22.630	\$2,528.00	\$57,208.64
JAN FLOW BILLED	20.500	\$2,528.00	\$51,824.00
FEB FLOW BILLED	21.000	\$2,528.00	\$53,088.00
MAR FLOW BILLED	37.750	\$2,528.00	\$95,432.00
APR FLOW BILLED	36.000	\$2,528.00	\$91,008.00
TOTAL FLOW BILLED	280.53		\$709,179.84
		<u>Rate</u>	<u>\$</u>
FY 2023 PAYMENTS MADE		\$2,528.00	\$709,179.84
FY 2023 PAYMENTS DUE @ FY 2023 AUDITED RATE	\$	<u>2,700.00</u>	\$757,431.00
FY 2023 OVER OR (UNDER) PAYMENT			<u>(\$48,251.16)</u>

FY 2024 - May 2023 through February 2024

Description	MG	Rate	Amount
MAY FLOW BILLED	21.870	\$2,528.00	\$55,287.36
JUNE FLOW BILLED	16.250	\$2,528.00	\$41,080.00
JULY FLOW BILLED	18.630	\$2,528.00	\$47,096.64
AUG FLOW BILLED	18.620	\$2,528.00	\$47,071.36
SEP FLOW BILLED	16.500	\$2,528.00	\$41,712.00
OCT FLOW BILLED	20.000	\$2,528.00	\$50,560.00
NOV FLOW BILLED	21.500	\$2,528.00	\$54,352.00
DEC FLOW BILLED	24.750	\$2,528.00	\$62,568.00
JAN FLOW BILLED	29.250	\$2,528.00	\$73,944.00
FEB FLOW BILLED	28.000	\$2,528.00	\$70,784.00
TOTAL FLOW BILLED	215.370		\$544,455.36
		<u>Rate</u>	<u>\$</u>
FY 2024 PAYMENTS MADE TO DATE			\$544,455.36
FY 2024 PAYMENTS DUE @ FY 2023 AUDITED RATE		\$2,700.00	\$581,499.00
FY 2023 OVER OR (UNDER) PAYMENT			<u>(\$37,043.64)</u>
FY 2023 & 2024 TOTAL OVER OR (UNDER) PAYMENT			<u>(\$85,294.80)</u>