

**AGENDA**  
**Board of Trustees Regular Meeting**  
**Village of Kirkland**  
**Kirkland, Illinois 60146**  
**Monday, July 9, 2018 at 7:00 P.M.**

- I. Call to Order
- II. Roll Call
- III. Pledge of Allegiance
- IV. Comments from Audience
- V. Approval of Minutes
- VI. Approval of Warrant
- VII. Financial Report
- VIII. Reports
  1. Police Report
  2. Public Works
  3. Kirkland Community Center
  4. Economic Development
  5. Committee Reports
    - a. Police Committee
    - b. Ordinance Committee
    - c. Finance Committee
    - d. Water & Sewer Committee
    - e. Streets & Alley Committee
    - f. Parks Committee
- IX. Scheduled Speakers
  1. Sunvest Solar Inc.
- X. Unfinished Business
  1. Update on Mediacom Building Lease Ordinance Proposal
- XI. New Business
  1. Approval of Ordinance No. 2018-08 / An Ordinance Prohibiting the Use of Well 11424, Located in the Village of Kirkland, Illinois
  2. Approval of Fehr-Graham to bid the 2018 Village of Kirkland Street Project with bids due on Friday, August 3, 2018
  3. Approval of AirCell to provide Internet Equipment for Village of Kirkland
  4. Approval of Resolution 16-05 / Resolution for Maintenance Under the Illinois Highway Code, Municipal Estimate of Maintenance Costs and Municipal Maintenance Expenditure Statement for May 1, 2015 thru April 30, 2016
  5. Approval of Architectural Services to Village of Kirkland for Kirkland Community Center
  6. Summary of June 2018 DeKalb County Regional Planning Commission Meeting attended by Trustee DeVliieger
  7. Approval to have Attorney Brad Stewart update the Village of Kirkland Employee Handbook
  8. Approval of Kirkland Police to purchase Department Patches

9. Approval for Officer Saladino and Chief Davenport to attend the Midwest Security Expo in August 2018
10. Opening of Sealed Bids for Kirkland Police Cars and approval of winning bids
11. Approval of purchase of 2019 Ford F550 Truck for Public Works thru State Bid Program
12. Approval of disposal of 2000 Chevy 3500 Public Works Truck
13. Approval of Public Works Expenditures for July 2018
14. Approval of TIF Funds for Kirkland Public Library for installation of LED Lights

XII. Executive Session

XIII. Adjournment

**Village of Kirkland  
Kirkland, Illinois 60146  
Board of Trustees Regular Meeting  
June 4, 2018**

**OFFICIAL MINUTES**

- I. **Call to Order** - Village President Block called the meeting to order at 7:00 P.M. and asked for a roll call.
- II. **Roll Call** - Members answering present as follows: Trustee Ford, Trustee Ziegler, Trustee DeVlieger, Trustee Micele & Trustee Harvel, & Trustee Wiegartz absent.
- III. **Comments from the Audience** - Linda Fett reminded everyone about the Salad Luncheon on Thursday from 11:00 A.M. to 1:00 P.M. President Block also let everyone know that they will be honoring the 2018 Citizen of the Year, which was Linda Fett.
- IV. **Approval of Minutes** - Village President Block asked for a motion to approve the minutes from Budget Hearing on May 7, 2018 and Regular Board Meetings on May 7, 2018 and May 21, 2018. Trustee Ziegler made a motion to approve the minutes from Budget Hearing on May 7, 2018 and Regular Board Meetings on May 7, 2018 & May 21 with a 2<sup>nd</sup> by Trustee DeVlieger. On a roll call vote Trustees Ziegler, DeVlieger, Micele and Harvel voted yes, Trustee Ford abstained and Trustee Wiegartz is absent. Motion carried.
- V. **Approval of Warrant** - Village President Block asked for a motion to approve the Warrant in the amount of Ninety-Eight Thousand, Eight Hundred Forty-Three dollars and Eighty-Four cents. Trustee Ford made a motion to approve the Warrant in the amount of \$98,843.84 with a 2<sup>nd</sup> by Trustee Ziegler. On a roll call vote Trustees DeVlieger, Harvel, Ford and Ziegler voted yes, Trustee Micele voted no and Trustee Wiegartz is absent. Motion carried.
- VI. **Financial Report** - No Financial Report at this time.
- VII. **Reports-**
  1. **Police Report** - Chief Davenport gave a report on how Coffee with the Cop went. Linda Fett made a suggestion that maybe the reminder could be done a little sooner. President Block informed the Board that we did have the old Police cars up for bid, did not receive any bids so there will not be any bids to open. We will have to reevaluate the starting bid on the cars and increase advertisement of sealed bids on Village website and Facebook page.
  2. **Public Works** - Dale Miller gave his report on the Water Department; they finished the chlorinator at the plant and it came on-line May 1. The next change is to get Well 3 transferred over to a similar set-up. Joe Cavany is looking to start the new water meter change out program. We are lucky to have Jim Starks on the Water side, however it is hard to find someone to work only 3-4 days every other month, so by starting to implement the radio read meters they can be read by slowly driving by. For the Street Department, we are working on the road and sidewalk project for 2018. Dale would like to have Fehr-Graham give us estimate on the roads that were talked about, so we know how much it is going to cost. Sidewalk project has been started and calls were made on pricing. The only two that got back to me were the same two from last year, but luckily for us they gave us the same price as they did last year. The Public Works guys have been mowing, taking down trees and all of the regular activities required around town. However, we lost our last zero-turn mower and need to work on replacement mowers and engines.
  3. **Kirkland Community Center Committee**- We were going to try and get together but because of all other things going on it just did not happen. The Committee will meet prior to the July meeting and provide a report out.
  4. **Economic Development** – Will cover under old business
  5. **Committee Reports:**

- a) Police Committee - Had a meeting to go over the proposed wages
- b) Ordinance Committee - Nothing
- c) Finance Committee - Nothing
- d) Water & Sewer Committee - Had a meeting to go over proposed wages
- e) Streets & Alley Committee - Had a meeting to go over proposed wages
- f) Parks Committee - Nothing

**VIII. Scheduled Speakers - None**

**IX. Unfinished Business -**

1. **Update on Economic Development Study with NIU Center for Governmental Studies** - The Village President and Village Clerk had there with interviews along with Dale and Adam had to do a phone interview. Then they had the interviews with the business. After the business they had some down time so went ahead and gave them a tour of the Village. At 5:00pm rounded the day with the origination interviews.
2. **Update on Mediacom Building Lease Ordinance Proposal** – Trustee DeVlieger sent the revised contract out to them today.

**X. New Business-**

1. **Approval of Ordinance No. 2018-05 / Ordinance Authorizing Aggregation of Electrical Load** - President Block turned the floor over to Shawn - he explained that our Aggregation Contract is up in October 2018 and because of the time frame on the opt-out program they would like to ask to have the Ordinance authorizing President Block to sign the contract. President Block asked for a motion to approve Ordinance No. 2018-05 / Authorizing Aggregation of Electrical Load. Trustee DeVlieger made a motion to approve Ordinance No. 2018-05 / Authorizing Aggregation of Electrical Load with Kirkland aggregation load not to exceed .0735. A 2<sup>nd</sup> was by Trustee Ford. On a roll call vote Trustees Micele, Harvel, Ford, Ziegler and DeVlieger voted yes with Trustee Wiegartz absent. Motion carried.
2. **Approval of Ordinance No. 2018-06/ Ordinance Establishing Prevailing Wage Rates for the Village of Kirkland** - President Block asked for a motion to approve Ordinance 2018-06 / Establishing Prevailing Wage Rates for the Village of Kirkland. Trustee Ford made a motion to approve Ordinance 2018-06 / Establishing Prevailing Wage Rates for the Village of Kirkland with a 2<sup>nd</sup> by Trustee Ziegler. On a roll call vote Trustees Harvel, Ford, Ziegler and Micele voted yes, Trustee DeVlieger voted no and Trustee Wiegertz is absent. Motion carried.
3. **Approval of Ordinance No. 2018-07/ An Ordinance Prohibiting the Use of Groundwater as a Potable Water Supply by the Installation or Use of Potable Water Supply Wells or By Any Other Method Within the Subject Area of the Village of Kirkland**- President Block asked for a motion to approve Ordinance No 2018-07 / An Ordinance Prohibiting the Use of Groundwater as a Potable Water Supply by the Installation or Use of Potable Water Supply Wells or By Any Other Method Within the Subject Area of the Village of Kirkland. Trustee DeVlieger made a motion to approve Ordinance No 2018-07 / An Ordinance Prohibiting the Use of Groundwater as a Potable Water Supply by the Installation or Use of Potable Water Supply Wells or By Any Other Method within the Subject Area of the Village of Kirkland, a 2<sup>nd</sup> was made by Trustee Ziegler. On a roll call vote Trustees Harvel & Micele voted no, Trustees Ford, Ziegler, DeVlieger voted yes, President Block voted yes and Trustee Wiegertz is absent. Motion Carried.
4. **Approval of Fehr-Graham to provide 2018 Village of Kirkland Street Project Quote and Bid Package per plan identified by Street Department** - Dale ask the Board to approve Fehr-Graham to go out and give us quote on the streets that have been identified. President Block asked for a motion to approve Fehr-Graham to provide the Village of Kirkland a 2018 Street Project Quote and Bid Package per plan identified by the Street Department. Trustee Ziegler made a motion to approve Fehr-Graham to provide the Village of Kirkland a 2018 Street Project Quote and Bid Package per plan identified by the Street Department with a 2<sup>nd</sup> by Trustee Ford. Trustee DeVlieger asked Fehr-Graham what they felt the cost to do this would be and Chad Clauson indicated that it should not exceed more than a \$1,000. Chad said that we could start with \$1,000 and do it in small increments if we wanted. Trustee Ziegler amended her motion for the amount by Fehr-Graham not to exceed \$1000.00 and a 2<sup>nd</sup> was made by Trustee Ford. On

a roll call vote Trustees Ford, Ziegler, DeVliieger, Micele and Harvel voted yes, Trustee Wiegartz is absent. Motion carried.

5. **Approval of Gary W. Anderson to provide Architectural Services to Village of Kirkland for the Kirkland Community Center** - President Block informed the board that he reached out to two other Architectural services, one out of Sycamore and the other out of DeKalb, and he got little to no response back. President Block explained that one called back and explained that they do not bid on jobs that they do not think they are going to get so they did not even want to come out and look at the project. At this point all we have is the one quote is from Gary W. Anderson. I also received information from Trustee Harvel that was shared with the Board. President Block explained that we can table until we can get together with the Community Center Committee or we can pass it with Gary W. Anderson. Trustee Ziegler asked because of the information that was received from Trustee Harvel and with what work that has been done can we maybe negotiate some of this. Trustee Micele thinks that we need to wait for the committee meet and let them make a recommendation to the Board as to what they think. Trustees Harvel and DeVliieger agreed. Trustee DeVliieger made a motion to defer action on this until the July meeting with a 2<sup>nd</sup> by Trustee Harvel. On a roll call vote Trustees Ziegler, DeVliieger, Micele, Harvel and Ford voted yes and Trustee Wiegartz is absent. Motion carried.
6. **Approval to replace sidewalks on 3<sup>rd</sup> Street, Kirkwood and within TIF District** - President Block asked for a motion to approve replacing sidewalks on 3<sup>rd</sup> Street, Kirkwood and within TIF District. This is just for the sidewalks we had budgeted for. Dale questioned the Board that in the past you had talked about having sidewalks on only one side of the street. Trustee Micele questioned that when we were checking the sidewalks did we look at the worst sidewalks first? She stated that we have some sidewalks that are in really bad shape and we need these done first. Village Attorney Brad Stewart expressed concerns about the fact that we have so many sidewalks that are in bad shape, suggested that we take a look at identifying the bad ones, do something like putting flag by them and getting the word out to the public that if you see a flag to proceed with caution. President Block amended his request for Approval to replace sidewalks on 3<sup>rd</sup> Street, within TIF District but to exclude Kirkwood and not to exceed \$16,000. Trustee DeVliieger made a motion to approve to replace sidewalks on 3<sup>rd</sup> Street, within TIF District but to exclude Kirkwood and not to exceed \$16,000, a 2<sup>nd</sup> was made by Trustee Ford. On a roll call vote Trustees DeVliieger, Micele, Harvel, Ford and Ziegler voted yes and Trustee Wiegartz is absent. Motion carried.
7. **Approval to purchase Zero Turn Lawn Mower from DeKalb Lawn & Equipment Company** - President Block explained that we are now down to no zero-turn mowers. We had budgeted for a new Zero Turn last year because the one we have is 14 years old, we were lucky it made it through last year, however this year not so lucky. President Block asked for a motion to approve the purchase of a Zero Turn Lawn Mower from DeKalb Lawn & Equipment Company. Trustee Ziegler made a motion to approve the purchase of a Zero Turn Lawn Mower from DeKalb Lawn & Equipment Company not to exceed \$10,000 with a 2<sup>nd</sup> by Trustee DeVliieger. On a roll call vote Trustees Micele, Harvel, Ford, Ziegler and DeVliieger vote yes, Trustee Wiegartz is absent. Motion carried.
8. **Approval to purchase LED Lighting for Downtown Street Lights from LED Rite** - Dale explained that the LED light bulbs from LED Rite look better when they take out the reflector that are inside the globe. As they put in the new bulbs they are going to clean the inside of your globes, remove the shield and fasten the globes together. Trustee Micele questioned about the homes that the lights shine in the windows. President Block said they would proceed with homes on a case-by-case basis. President Block asked for a motion to approve to purchase LED lighting for Downtown Street Lights from LED Rite. Trustee Ziegler made a motion to approve to purchase of LED lighting for Downtown Street Lights from LED Rite not to exceed \$5,000, a 2<sup>nd</sup> was made by Trustee DeVliieger. On a roll call vote Trustees Harvel, Ford, Ziegler, DeVliieger and Micele voted yes, Trustee Wiegartz is absent. Motion carried.
9. **Approval of Public Works Expenditures for June 2018** - President Block asked for a motion to approve Public Work Expenditures for June 2018. Trustee DeVliieger made a motion to approve Public Work Expenditures for June 2018 not to exceed \$10,300 with a 2<sup>nd</sup> by Trustee Ziegler. On a roll call vote Trustees Harvel, Ziegler, DeVliieger and Micele voted yes, Trustee Ford voted no and Trustee Wiegartz is absent. Motion carried.

- XI. Adjourn to Executive Session** - Village President asked for a motion to go in to Executive Session for purpose of Appointment, Compensation, Discipline, Discharge and /or Performance of Specific Employees. Trustee DeVlieger made a motion to go in to Executive Session for Appointment, Compensation, Discipline, Discharge and /or Performance of Specific Employees with a 2<sup>nd</sup> by Trustee Harvel. On a roll call vote Trustees Ford, Ziegler, DeVlieger, Micele and Harvel vote yes, Trustee Wiegartz is absent. Motion carried.
- XII. Return to Regular Session from Executive Session-** At 9:03 P.M., Monday, June 18, 2018, the Board returned back to Regular Session.
- XIII. Roll Call** - Members answering present as follows: Trustee Ford, Trustee Ziegler, Trustee DeVlieger, Trustee Micele and Trustee Harvel. Trustee Wiegartz was absent.
- XIV. Action from Executive Session** - President Block asked for approval of Wage Increases for Village Employees as presented. Trustee Ziegler made a motion for approval of Wage Increases for Village Employees as presented with a 2<sup>nd</sup> by Trustee DeVlieger. Trustee Wiegartz is absent, Trustees Ford, Ziegler and DeVlieger voted yes, Trustees Micele and Harvel voted no and President Block voted yes. Motion carried.
- President Block asked for a motion to authorize Chief Davenport to hire an Adjudication Clerk. Trustee Ford made a motion to approve Chief Davenport to hire an Adjudication Clerk with a 2<sup>nd</sup> by Trustee Ziegler. Trustees Harvel, Ford, Ziegler, DeVlieger and Micele voted yes with Trustee Wiegartz absent. Motion carried.
- XV. Adjournment** - President Block asked for a motion for Adjournment. Trustee DeVlieger made a motion to adjourn with a 2<sup>nd</sup> by Trustee Micele. On a voice call vote all voted yes and meeting adjourned at 9:06 P.M.

**Next Board of Trustees Regular Meeting will be July 9, 2018 at 7:00pm**

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**Carol Stiegman**  
Village Clerk

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**Ryan Block**  
Village President

# VILLAGE OF KIRKLAND

Accounts Payable

## Warrant

July 9, 2018

The President and Board of Trustees of the Village of Kirkland  
Recommends the following Warrant in the amount of

**Total: \$94,993.01**

To be paid on or before  
July 12, 2018

Village President: \_\_\_\_\_

Attest: \_\_\_\_\_

Village Clerk: \_\_\_\_\_

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

Village of Kirkland

Custom Transaction Detail Report

Memo July 10, 2018

Name	Account	Clr	Amount
Alan Browne Chevrolet	13-5110 · Street Repairs & Maint - Equip		104.08
Aptean	11-5335 · Software Program		99.15
Aptean	12-5335 · Police DUI Expenditure		99.17
Aptean	13-5335 · Software Program		99.17
Aptean	50-5335 · Water Billing Software		99.17
Aptean	50-5335 · Water Billing Software		99.17
Aptean	50-5335 · Water Billing Software		99.17
Azavar	11-5997 · Azavar Reimbursement		18.99
B & F Construction Code Services	11-5131 · Permit Inspections -		670.00
Blake Oil Company	13-5997 · Vehicle/Equipment Program		909.60
Bunger Soil Service	13-5117 · Forestry Maintenance		186.50
Canadian Pacific Railway	50-5993 · Lease - Property		403.00
Central Management Services	50-5052 · Water Fund Health Insurance		983.00
Central Management Services	13-5052 · Street Health Insurance		890.00
Central Management Services	50-5052 · Water Fund Health Insurance		890.00
Central Management Services	11-5052 · ADMINISTRATION HEALTH INSURANCE		927.00
Com-Ed	13-5150 · Electric - Street Lights		325.71
Com-Ed	50-5150 · Electric - Water		787.86
Com-Ed	50-5150 · Electric - Water		2,366.99
Com-Ed	13-5150 · Electric - Street Lights		660.78
Com-Ed	30-5152 · Utilities & Taxes - 419 W Main		49.02
Com-Ed	50-5150 · Electric - Water		436.98
Com-Ed	50-5150 · Electric - Water		58.15
Com-Ed	50-5150 · Electric - Water		23.24
CORE & MAIN	50-5115 · Meter Repair		1,028.00
CORE & MAIN	50-5113 · Water Fund Repairs/Maint-Sewer		295.70
CORE & MAIN	50-5113 · Water Fund Repairs/Maint-Sewer		40.22
CSR Bobcat	13-5110 · Street Repairs & Maint - Equip		550.85
Curran	13-5113 · Repairs & Maint - Streets		1,556.20
David G. Eterno	11-5121 · Administrative Adjudication		361.67
David G. Eterno	11-5121 · Administrative Adjudication		131.25
DeKalb County Finance Office	11-5121 · Administrative Adjudication		3,857.70
DeKalb County Treasurers	20-5650 · MFT Fund Street Improvements		667.07
DeKalb Lawn & Equipment	13-5110 · Street Repairs & Maint - Equip		2,275.31
DeKalb Lawn & Equipment	13-5110 · Street Repairs & Maint - Equip		23.44
DeKalb Lawn & Equipment	13-5110 · Street Repairs & Maint - Equip		56.40
FEHR GRAHM	11-5135 · Admin Engineering Expense		1,076.00
FEHR GRAHM	11-5135 · Admin Engineering Expense		447.50



Village of Kirkland  
Custom Transaction Detail Report

Name	Memo	Account	Clr	Amount
Frontier	ACCT#815-522-9840-020818-5 WEATHER SIF	11-5155 · Admin Telephone		44.94
Frontier	ACCT#815-522-9839-122305-5	50-5155 · Water Fund Telephone		95.53
Frontier	ACCT#815-522-9839-122308-5	11-5155 · Admin Telephone		157.21
Hall Signs	INV#333969	13-5113 · Repairs & Maint - Streets		306.42
Hawkins, Inc.	INV#4291816	50-5331 · Materials & Supplies - Sewer		716.13
Hawkins, Inc.	INV#4307821	50-5331 · Materials & Supplies - Sewer		433.42
HIAWATHA COMMUNITY UNIT SCHOOL C	PAVING PRIJECT	30-5901 · TIF Hiawatha CUSD		7,875.00
Hydrothomics, inc	INV#2559	50-5111 · Repairs & Maint - Water		156.00
HYDROTRONICS, INC	INV#2565	50-5116 · Repairs & Maint - Treatment		130.00
IL Environmental Protection Agency	ACCT#IL0064092 (A)	50-5990 · NPDES Permit		2,500.00
Impact Acquisitions, LLC	INV#1137557	11-5175 · Admin Printing & Publishing		27.30
Impact Acquisitions, LLC	INV#1137557	50-5170 · Water Fund Printing/Publishing		27.29
IPO/DBA Cardunal Office Supply	BATTERY, AAA	50-5345 · Tools/Equip - Treatment		15.98
IPO/DBA Cardunal Office Supply	PAPER 81/2 X 11	11-5340 · Admin Tools/Equipment		21.90
IPO/DBA Cardunal Office Supply	PAPER	12-5325 · Police Supplies		21.90
IPO/DBA Cardunal Office Supply	PAPER	13-5320 · Street Tools/Equipment		21.90
IPO/DBA Cardunal Office Supply	PAPER	50-5330 · Materials & Supplies - Water		21.90
IPO/DBA Cardunal Office Supply	PAPPER	50-5331 · Materials & Supplies - Sewer		21.88
IPO/DBA Cardunal Office Supply	INK	50-5345 · Tools/Equip - Treatment		56.99
IPO/DBA Cardunal Office Supply	INK	50-5345 · Tools/Equip - Treatment		119.98
IPO/DBA Cardunal Office Supply	HIGHLIGHTERS	11-5340 · Admin Tools/Equipment		27.55
IPO/DBA Cardunal Office Supply	BANDAID	11-5340 · Admin Tools/Equipment		6.99
IPO/DBA Cardunal Office Supply	AIR FRESHENER	11-5118 · Maintenance/Cleaning		22.40
IPO/DBA Cardunal Office Supply	INV#602965-0	11-5360 · Office Supplies		29.99
IPO/DBA Cardunal Office Supply	INV#602965-0	12-5325 · Police Supplies		29.99
IPO/DBA Cardunal Office Supply	INV#603190-0	50-5330 · Materials & Supplies - Water		18.01
IPO/DBA Cardunal Office Supply	INV#603190-0	50-5332 · Materials & Supplies/Treatment		94.05
IRWA	INV#24191	50-5145 · Water Fund Dues & Training		350.34
LEXIPOL, LLC	INV#24666	12-5195 · Alerts/PSAN/IIPS		2,556.00
Mediacom	ACCT08384912370090032	11-5157 · Internet Service		145.12
Mediacom	ACCT#8383912370014553	50-5157 · Internet Expense		66.44
Menards	INV#97798	50-5113 · Water Fund Repairs/Maint-Sewer		113.84
MENARDS- CHERRY VALLEY	ACCT#30420458	50-5111 · Repairs & Maint - Water		33.68
MENARDS-SYCAMORE	ACCT#34150429	13-5113 · Repairs & Maint - Streets		28.96
Napa of Genoa	INV#327763	13-5110 · Street Repairs & Maint - Equip		55.93
NEOFUNDS	ACCT#7900 0440 8051 1896	50-5165 · Water Fund Postage		100.00
NEOFUNDS	ACCT#7900 0440 8051 1896	50-5165 · Water Fund Postage		100.00
NEOFUNDS	ACCT#7900 0440 8051 1896	11-5165 · Admin Postage		50.00
NEOFUNDS	ACCT#7900 0440 8051 1896	11-5121 · Administrative Adjudication		50.00

Village of Kirkland  
Custom Transaction Detail Report

Name	Memo	July 10, 2018	Account	Clr	Amount
NEWKIRK & ASSOCIATES, INC	INV#6886		11-5123 · Treasurer/Accounting Expense		750.00
NEWKIRK & ASSOCIATES, INC	INV#6926		11-5123 · Treasurer/Accounting Expense		750.00
NICOR	ACCT#7228616059 2		50-5153 · Heat - Sewer Plant		101.87
NICOR	ACCT#06756602916 0		50-5153 · Heat - Sewer Plant		55.43
PDC Laboratories	INV#19325919 CUSTOMERS #262055		50-5180 · Testing - Water		77.50
PDC Laboratories	INV#19326491		50-5180 · Testing - Water		167.00
PDC Laboratories	INV#19327121		50-5180 · Testing - Water		15.00
PDC Laboratories	INV#19328009		50-5180 · Testing - Water		157.00
Principal Life Group	ADAM DAVENPORT		12-5050 · Police Life Insurance		22.25
Principal Life Group	CHRIS DEMUNN		50-5050 · Water Fund Life Insurance		22.25
Principal Life Group	CAROL STIEGMAN		50-5050 · Water Fund Life Insurance		22.25
Principal Life Group	DALE MILLER		13-5050 · Street Life Insurance		22.25
Principal Life Group	SAMUAL SALADINO		12-5050 · Police Life Insurance		44.50
Slingerland & Clark, P.C.	INV#155982		12-5121 · Adjudication		402.50
STEFFEN 3 D CONSTRUCTION, INC	2018 SEAL COAT		20-5650 · MFT Fund Street Improvements		13,341.47
Uniform Den	INV#57481		12-5380 · Uniforms - F/T		30.00
USA Blue Book	INV#582961 CUSTOMER #872413		13-5320 · Street Tools/Equipment		182.26
USA Blue Book	INV#600393		50-5116 · Repairs & Maint - Treatment		9.42
USA Blue Book	INV#600393		50-5111 · Repairs & Maint - Water		116.92
USA Blue Book	INV#600393		50-5116 · Repairs & Maint - Treatment		13.06
USA Blue Book	INV#600393		50-5333 · Lab Supplies		122.41
Verizon - 00001	JETPACK 1		12-5155 · Police Telephone		12.23
Verizon - 00001	JETPACK 2		12-5155 · Police Telephone		12.23
Verizon - 00001	JETPACK 3		12-5155 · Police Telephone		12.23
Verizon - 00002	815-522-2242 PD SECONDARY		12-5155 · Police Telephone		29.13
Verizon - 00002	815-522-3159 CLERKS SECONDARY		11-5155 · Admin Telephone		29.13
Verizon - 00002	815-522-3315 POLICE DEPARTMENT		12-5155 · Police Telephone		29.13
Verizon - 00002	815-522-3501 POSTAGE		11-5155 · Admin Telephone		29.13
Verizon - 00002	815-522-6170 PUBLIC WORKS		50-5155 · Water Fund Telephone		26.75
Verizon - 00002	815-522-9989 POLICE FAX		12-5155 · Police Telephone		29.13
Verizon - 00002	815-570-1451		11-5155 · Admin Telephone		25.27
Verizon - 00002	815-826-1311 VILLAGE PRESIDENT		11-5155 · Admin Telephone		29.13
Verizon - 00003	ADAM DAVENPORT		11-5155 · Admin Telephone		29.13
Verizon - 00003	CHRIS DEMUNN		12-5155 · Police Telephone		55.49
Verizon - 00003	ACCT#442147227-00003		50-5155 · Water Fund Telephone		59.00
Verizon - 00003	MENARDS		12-5155 · Police Telephone		55.49
Verizon - 00003	ADAM DAVENPORT		12-5998 · Contingency		114.74
Verizon - 00003	FARM & FLEET		12-5998 · Contingency		8.88
Verizon - 00003	FARM & FLEET		13-5110 · Street Repairs & Maint - Equip		175.30
Verizon - 00003	FARM & FLEET		13-5113 · Repairs & Maint - Streets		63.88

Village of Kirkland  
Custom Transaction Detail Report

Name	Memo	Account	Clr	Amount
Visa	WAL-MART	12-5998 · Contingency		104.19
Visa	SYMBOL ARTS WEB	12-5380 · Uniforms - F/T		251.00
Visa	CRB*CARBONITE	11-5340 · Admin Tools/Equipment		599.99
Visa	DOLLAR GEN	11-5998 · Admin Contingency		49.63
Visa	DEBENEDETTOS RESTAURANT	11-5998 · Admin Contingency		143.12
Visa	GUERRILLA DEFENSE	12-5330 · Police Material		1,169.85
Visa	GUERRILLA DEFENSE	12-5145 · Police Dues & Training		849.50
Visa	MENARDS	13-5110 · Street Repairs & Maint - Equip		170.94
Visa	MENARDS	13-5113 · Repairs & Maint - Streets		47.89
Visa	DOLLAR GENERAL	13-5998 · Street Contingency		8.50
Visa	MARATHON	12-5370 · Police Automotive Fuel		39.00
Visa	DOLLAR GENERAL	11-5998 · Admin Contingency		4.39
Visa	JOEY G'S PIZZERIA	11-5998 · Admin Contingency		113.12
Visa	SP * REPOWER SPECIALIS	13-5997 · Vehicle/Equipment Program		1,950.00
Visa	ALPHACARD	12-5325 · Police Supplies		38.67
Visa	DNI * DELL ARB BUS	11-5340 · Admin Tools/Equipment		378.22
Visa	SMARTSIGN	13-5113 · Repairs & Maint - Streets		204.56
Visa	HALL SIGNS INC	13-5113 · Repairs & Maint - Streets		306.42
Visa	DOLLAR GENERAL	13-5113 · Repairs & Maint - Streets		10.00
Waste Management	INV#3553037-2011-2	11-5250 · Garbage Collection		26,553.62
Water Solutions Unlimited	INV#44819	50-5330 · Materials & Supplies - Water		1,470.00
Weldstar Company	INV#01662162	13-5110 · Street Repairs & Maint - Equip		8.37
Zarnoth Brush Works	INV#0170301-IN	13-5110 · Street Repairs & Maint - Equip		252.50
Zarnoth Brush Works	INV#0170302-IN	13-5110 · Street Repairs & Maint - Equip		755.00
Zukowski, Rogers, Flood & McArdle	INV#132163 BILL TO BLAKE LEASING	11-5120 · Admin Legal Expense		601.25
Zukowski, Rogers, Flood & McArdle	INV#132162	11-5120 · Admin Legal Expense		1,387.50
<b>Jul 10, 18</b>				<b>94,993.01</b>



## Community Development Department

110 East Sycamore Street

Sycamore, IL 60178

(815) 895-7188

www.dekalbcounty.org

### PUBLIC NOTICE

Sunvest Solar, Inc. has submitted an application for a 2 megawatt, 10-acre solar garden on property located on Pearl Street, approximately 2310 feet south of Wolf Road, in Franklin Township. The property is zoned A-1, Agricultural District and solar gardens are a Special Use in that district. Before a Special Use Permit can be approved by the DeKalb County Board, a public hearing must be held before the DeKalb County Hearing Officer.

Sunvest is requesting approval of a Special Use Permit for the proposed solar garden on Pearl Street, Kirkland. **A public hearing will be held before the DeKalb County Hearing Officer on Thursday, July 12, 2018, at 1:00 p.m. in the DeKalb County Administrative Center, Conference Room East, 110 E. Sycamore Street, Sycamore, IL, 60178.** Because this will be the only opportunity for public input on this application, all interested persons are encouraged to attend and be heard. The Special Use Permit petition, FR-18-11, is available for inspection at the DeKalb County Community Development Department, 110 E. Sycamore Street, Sycamore, IL, (815) 895-7188.

THE NORTHWEST  $\frac{1}{4}$  OF THE NORTHWEST  $\frac{1}{4}$  OF SECTION 24 (EXCEPTING THE SOUTH THREE QUARTERS OF AN ACRE OF THE NORTHWEST  $\frac{1}{4}$  OF SECTION 24), ALL IN TOWNSHIP 42 NORTH, RANGE 3, EAST OF THE THIRD PRINCIPAL MERIDIAN, SITUATED IN DEKALB COUNTY, ILLINOIS.

P.I.N. 01-24-100-001

The application for the Special Use Permit has been filed in accordance with the requirements of Section 9.02 of the Zoning Ordinance in order to approve the construction of a solar garden on property zoned A-1, Agricultural District.

Marcellus Anderson

Assistant Planner

DeKalb County Community Development Department

Published: The Daily Chronicle, June 23, 2018

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**ORDINANCE NO. 2018- 08**

***AN ORDINANCE PROHIBITING THE USE OF WELL 11424, LOCATED IN  
THE VILLAGE OF KIRKLAND, ILLINOIS***

**WHEREAS**, the Village of Kirkland, DeKalb County, Illinois, is a non-home rule municipality as contemplated by the Constitution of the State of Illinois, and the passage of this Ordinance constitutes an exercise of the Village's powers and functions as granted in the Constitution of the State of Illinois and statutes; and

**WHEREAS**, the Village has identified that there is a compelling reason to declare one of its wells currently designated as a community water supply as unusable as a potable water source by any person or entity; and

**WHEREAS**, the Village wishes to ensure that the water well is not utilized as a potable water source and that doing so meets all applicable requirements of the Illinois Environmental Protection Agency Act (415 ILCS 5/1 *et seq.*), specifically Section 14.2(a), and all other applicable law; and

**WHEREAS**, the Village wishes to limit potential threats to human health from groundwater contamination, while facilitating the productive use of properties in the Village.

**NOW, THEREFORE, BE IT ORDAINED** by the President and Board of Trustees of the Village of Kirkland, DeKalb County, Illinois as follows:

**SECTION 1:** The findings set forth above are incorporated herein and made a part hereof.

**SECTION 2:** The use or attempted use of the water well located on the property legally described in Exhibit A and which has an Illinois Environmental Protection Agency, community well-identification number of WL11424 (API #1200372313200), as a potable water source, is hereby prohibited.

**SECTION 3:** If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

**SECTION 4:** All ordinances or parts of ordinances in conflict herewith specifically including without limitation, Ordinance 2018-07, are hereby repealed to the extent of such conflict.

**SECTION 5:** This Ordinance shall be in full force and effect upon its passage, approval and publication in pamphlet form (which publication is hereby authorized) as provided by law.

## CERTIFICATION

I, CAROL STIEGMAN, do hereby certify that I am the Clerk of the Village of Kirkland, DeKalb County, Illinois, and that as Clerk, I am the keeper of the records and minutes and proceedings of the President and Board of Trustees of said Village of Kirkland.

I do further certify that at a regular meeting of the President and Board of Trustees of the Village of Kirkland, held on the \_\_\_\_\_ day of \_\_\_\_\_, 2018, the foregoing Ordinance entitled ***AN ORDINANCE PROHIBITING THE USE OF WELL 11424, LOCATED IN THE VILLAGE OF KIRKLAND, ILLINOIS***, was duly passed by the President and Board of Trustees of the Village of Kirkland.

The pamphlet form of Ordinance No. 2018- \_\_\_\_, including the Ordinance was prepared, and a copy of such Ordinance was available in the Village Hall, commencing on the \_\_\_\_ day of \_\_\_\_\_, 2018, and continuing for at least 10 days thereafter. Copies of such Ordinance were also available for public inspection upon request in the office of the Village Clerk.

I do further certify that the original, of which the attached is a true and correct copy, is entrusted to me as the Clerk of said Village for safekeeping, and that I am the lawful custodian and keeper of the same.

Given under my hand and seal of the Village of Kirkland, this \_\_\_\_ day of \_\_\_\_\_, 2018.

Carol Stiegman, Village Clerk  
Village of Kirkland  
DeKalb County, Illinois  
(SEAL)

July 5, 2018

President Ryan Block  
Village of Kirkland  
511 W. Main Street  
Kirkland, Illinois 60146

**RE: Proposal for Professional Services  
2018 Roadway Improvements**

Dear Village President:

We are pleased to present to you the following proposal for the proposed roadway improvements in the Village of Kirkland. Based on previous conversations, we have determined the Village is interested in rehabilitating portions of 7<sup>th</sup> Street, 5<sup>th</sup> Street, 4<sup>th</sup> Street, and North Street. The approximate limits of the proposed improvements are shown on the attached exhibit.

With the alternates, Fehr Graham estimates that the cost to rehabilitate these roads would be approximately \$370,000. Attached is the itemized estimate of the anticipated construction costs. The unit prices are based on bid tab information from similar projects bid. Final quantities may vary depending on the pavement core results.

Fehr Graham will provide engineering services consisting of design and bidding assistance for these proposed roadway improvements. These proposed engineering services include the creation of IDOT MFT-style bid documents with the necessary exhibits for the proposed roadway improvements, detailed cost estimates for the proposed improvements, and the advertisement/bidding of the project. Further, it is assumed that only local funds (non-MFT) will be used to complete this project, thereby allowing this project to bid locally as opposed to through IDOT District 3.

Fehr Graham will provide construction engineering assistance for the project. Construction engineering will include attendance of pre-construction meetings and construction observation with daily documentation of work performed, review of certified payrolls, shop drawings, and preparation of pay requests and punch lists. Final closeout documents will be provided for Village record.

### **Exclusions**

The following items are not included in the scope of services here within:

- Material testing (beyond pavement cores, if accepted)
- Erosion control observation
- Construction Staking
- Permitting fees

**Fee Schedule**

The services outlined above will be performed as listed below:


Design Engineering Services	\$13,800.00	(Lump Sum)
Construction Engineering Services	\$14,857.77	(Time and Materials)
Allowance for Pavement Cores (if accepted)	<u>\$5,000.00</u>	
<b>Total</b>	<b>\$33,657.77</b>	

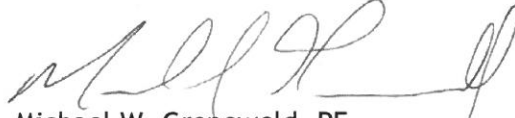
Should the scope not meet your objectives, please contact me and we can modify the scope and, if necessary, adjust the fees accordingly. Payment for the services rendered will be requested via monthly invoices.

**Authorization**

I trust that the information we have provided is consistent with your expectations. Should you like for us to proceed, please sign the attached Agreement for Professional Services and return a copy to our office.

Respectfully submitted,

  
Chad Clauson, EIT  
Engineer

  
Michael W. Gronewold, PE  
Principal

CTC:cld

Attachments

N:\Proposals\2018\Chad Clauson\Kirkland\2018 Roadway Improvements Proposal.docx



# FEHR GRAHAM

ENGINEERING & ENVIRONMENTAL

## Engineer's Opinion of Probable Cost Kirkland 2018 Roadway Improvements

### 7th Street - Overlay and Reconstruction (789 SY of improvements)

No.	Description	Quantity	Unit	Unit Price	Total Price
1	HMA Base Repair *	78.9	S.Y.	\$ 42.35	\$ 3,341.42
2	Area Reflective Crack Control	789	S.Y.	\$ 4.00	\$ 3,156.00
3	Aggregate shoulder, 3ft	750	LF	\$ 4.00	\$ 3,000.00
4	#REF!	90.735	TONS	\$ 90.00	\$ 8,166.15
TOTAL					\$ 17,663.57

### North Street - Overlay (980 SY of improvements)

No.	Description	Quantity	Unit	Unit Price	Total Price
1	HMA Pavement, 2"	112.7	TONS	\$ 90.00	\$ 10,143.00
2	HMA Base Repair*	98	S.Y.	\$ 42.35	\$ 4,150.30
3	Aggregate shoulder, 3ft	900	LF	\$ 4.00	\$ 3,600.00
4	Butt Joint	100	S.Y.	\$ 10.00	\$ 1,000.00
5	Area Reflective Crack Control	980	S.Y.	\$ 4.00	\$ 3,920.00
TOTAL					\$ 22,813.30

### 3rd Street (North of Prairie St) TIF Funds - Overlay (877 SY of improvements)

No.	Description	Quantity	Unit	Unit Price	Total Price
1	HMA Pavement, 2"	100.8044	TONS	\$ 90.00	\$ 9,072.40
2	HMA Base Repair*	497.828	SY	\$ 42.35	\$ 21,083.02
4	Aggregate shoulder, 3ft	300	LF	\$ 4.00	\$ 1,200.00
5	Area Reflective Crack Control	876.56	SY	\$ 4.00	\$ 3,506.24
TOTAL					\$ 34,861.65

### 3rd Street (South of Prairie St) Local Funds - Overlay (4587 SY of improvements)

No.	Description	Quantity	Unit	Unit Price	Total Price
1	HMA Pavement, 2"	527.5556	TONS	\$ 90.00	\$ 47,480.00
2	HMA Base Repair*	229.372	SY	\$ 42.35	\$ 9,713.90
3	Butt Joints	360	SY	\$ 10.00	\$ 3,600.00
4	Aggregate shoulder, 3ft	3128	LF	\$ 4.00	\$ 12,512.00
5	Area Reflective Crack Control	4587.44	SY	\$ 4.00	\$ 18,349.76
TOTAL					\$ 91,655.67

### 4th Street - Overlay (3057 SY of improvements)

No.	Description	Quantity	Unit	Unit Price	Total Price
1	HMA Pavement, 2"	351.555	TONS	\$ 90.00	\$ 31,639.95
2	Area Reflective Crack Control	2439	SY	\$ 4.00	\$ 9,756.00
3	Butt Joints	250	SY	\$ 10.00	\$ 2,500.00
4	Aggregate shoulder, 3ft	2244	LF	\$ 4.00	\$ 8,976.00
5	HMA Base Repair*	618	SY	\$ 42.35	\$ 26,172.30

TOTAL \$ 79,044.25

Prospect Street - Overlay (1391 SY of Improvements)

No.	Description	Quantity	Unit	Unit Price	Total Price
1	HMA Pavement, 2"	159.965	TONS	\$ 90.00	\$ 14,396.85
2	Area Reflective Crack Control	1274	SY	\$ 4.00	\$ 5,096.00
3	Butt Joints	125	SY	\$ 10.00	\$ 1,250.00
4	Aggregate shoulder, 3ft	1060	LF	\$ 4.00	\$ 4,240.00
5	HMA Base Repair*	117	SY	\$ 42.35	\$ 4,954.95
TOTAL					\$ 29,937.80

WWTP Parking Lot (Alternate 1)

No.	Description	Quantity	Unit	Unit Price	Total Price
1	New HMA Pavement, 6"	24.38	TONS	\$ 90.00	\$ 2,194.20
3	12" Aggregate Base	106	S.Y.	\$ 20.00	\$ 2,120.00
2	HMA Pavement, 2" (Overlay)	105.57	TONS	\$ 90.00	\$ 9,501.30
4	HMA Base Repair*	91.8	S.Y.	\$ 42.35	\$ 3,887.73
TOTAL					\$ 17,703.23

3rd Street - New Memorial Parking (Alternate 2)

No.	Description	Quantity	Unit	Unit Price	Total Price
1	12" Aggregate Base	168	SY	\$ 20.00	\$ 3,360.00
2	HMA Pavement, 3"	28.98	S.Y.	\$ 4.00	\$ 115.92
TOTAL					\$ 3,475.92

	Without Alternates	With Alternates
<b>ESTIMATED CONTRACT AMOUNT</b>	\$ 275,976.24	\$ 297,155.39
Construction Contingency (15%)	\$ 41,396.44	\$ 44,573.31
<b>ESTIMATED Construction Costs</b>	<b>\$ 317,372.67</b>	<b>\$ 341,728.69</b>
Engineering Design/Bidding Assistance	\$ 13,800.00	\$ 13,800.00
Estimated Construction Engineering (5%)	\$ 13,798.81	\$ 14,857.77
<b>ESTIMATED PROJECT TOTAL</b>	<b>\$ 344,971.48</b>	<b>\$ 370,386.46</b>

\*HMA Base Repair includes pavement removal, 12" agg base, and 2" HMA binder. Butt Joint pay item includes surface removal and 2" HMA pavement

\*\*Exact pavement thicknesses will be determined from pavement samples (if approved)

**AGREEMENT  
FOR PROFESSIONAL SERVICES**

Client Mr. Ryan Block  
Village of Kirkland  
511 West Main Street  
P.O. Box 550  
Kirkland, IL 60146  
  
815.522.6179

Description of Services:

**Village of Kirkland - 2018 Roadway Improvements**

Fehr Graham will provide professional services as related to the 2018 Roadway Improvements project, as detailed in proposal letter dated July 5, 2018.

COST:

The fee for performing the above services is as follows:

Design Engineering Services	\$13,800.00	(Lump Sum)
Construction Engineering Services	\$14,857.77	(Time and Materials)
Allowance for Pavement Cores (if accepted)	<u>\$5,000.00</u>	
<b>Total</b>	<b>\$33,657.77</b>	

The attached General Conditions are incorporated into and made a part of this Agreement.

ACCEPTED AND AGREED TO:

I/we, the undersigned, authorize Fehr Graham to provide services as outlined above, and also agree that I/we are familiar with and **ACCEPT THE TERMS OF THE ATTACHED GENERAL CONDITIONS.**

CLIENT:

Signature \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Date Accepted \_\_\_\_\_

CONSULTANT:

By  \_\_\_\_\_

Name Michael W. Gronewold

Title Principal

Date Proposed July 5, 2018

## GENERAL CONDITIONS TO AGREEMENT FOR PROFESSIONAL SERVICES

1. The Client requests the professional services of Fehr Graham hereinafter called "The Consultant" as described herein.
2. The Consultant agrees to furnish and perform the professional service described in this Agreement in accordance with accepted professional standards. Consultant agrees to provide said services in a timely manner, provided, however, that Consultant shall not be responsible for delays in completing said services that cannot reasonably be foreseen on date hereof or for delays which are caused by factors beyond his control or delays resulting from the actions or inaction of any governmental agency. Consultant makes no warranty, expressed or implied, as to his findings, recommendations, plans and specifications or professional advice except that they were made or prepared in accordance with the generally accepted engineering practices.
3. It is agreed that the professional services described in the Agreement shall be performed for Client's account and that Client will be billed monthly for said services. A 1½% per month service charge will be incurred by Client for any payment due herein and not paid within 30 days of such billing which is equal to an ANNUAL PERCENTAGE RATE OF 18%. Partial payments will be first credited to the accrued service charges and then to the principal.
4. The Client and the Consultant each binds himself, his partners, successors, executors, and assigns to the other party to this agreement and to the partners, successor, executors, and assigns of such other party in respect to this agreement.
5. The Client shall be responsible for payment of all costs and expenses incurred by the Consultant for his account, including any such monies that the Consultant may advance for Client's account for purposes consistent with this Agreement.
6. The Consultant reserves the right to withdraw this Agreement if not accepted within 30 days.
7. A claim for lien will be filed within 75 days of the date of an invoice for services (last day of services rendered) unless the account is paid in full or other prior arrangements have been made. All attorney fees incurred by the Consultant due to the filing of said lien or the foreclosure thereof shall be borne by the Client.

In the event suit must be filed by Consultant for the collection of fees for services rendered, Client will pay all reasonable attorney's fees and court costs.

If Client defaults in payment of fees or costs due under the terms of this Agreement and Consultant incurs legal expenses as a result of such failure, Client shall be responsible for payment for Consultant's reasonable attorney fees and costs so incurred.

8. The Consultant shall present, for the consideration of the Client, engineering and technical alternatives, based upon its knowledge and experience in accordance with accepted professional standards, with selection of alternatives and final decisions as requested by the client to be the sole responsibility of the Client.
9. Construction Phase Activities (When applicable) - In connection with observations of the work of the Contractor(s) while it is in progress the Consultant shall make visits to the site at intervals appropriate to the various stages of construction as the Consultant deems necessary in Agreement to observe as an experienced and qualified design professional the progress and quality of the various aspects of the Contractor(s)'s work. Based on information obtained during such visits and on such observation, the Consultant shall endeavor to determine in general if such work is proceeding in accordance with the Contract Documents and the Consultant shall keep the Client informed of the progress of the work.

The purpose of the Consultant's visits to the site will be to enable the Consultant to better carry out the duties and responsibilities assigned to and undertaken by the Consultant during the Construction Phase, and, in addition, by exercise of the Consultant's efforts as an experienced and qualified design professional, to provide for the Client a greater degree of confidence that the completed work of the Contractor(s) will conform generally to the Contract Documents and that the integrity of the design concept as reflected in the Contract Documents has been implemented and preserved by the Contractor(s). The Consultant shall not, during such visits or as a result of such observations of Contractor(s)' work in progress, supervise, direct or have control over Contractor(s)' work nor shall the Consultant have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected by Contractor(s), for safety precautions and programs incident to the work of Contractor(s) or for any failure of Contractor(s) to comply with laws, rules, regulations, ordinances, codes, or orders applicable to Contractors(s) furnishing and performing their work. Accordingly, the Consultant can neither guarantee the performance of the construction contracts by Contractor(s) nor assume responsibility for Contractor(s)' failure to furnish and perform their work in accordance with the Contract Documents.

10. Estimates of Fees - When fees are on a time and material basis the estimated costs required to complete the services to be performed are made on the basis of the Consultant's experience, qualifications, and professional judgment, but are not guaranteed. If the costs appear likely to exceed the estimate in excess of 20%, the Consultant will notify the Client before proceeding. If the Client does not object to the additional costs within seven (7) days of notification, the increased costs shall be deemed approved by the Client.
11. The Consultant is responsible for the safety on site of his own employees. This provision shall not be construed to relieve the Client or the Contractor(s) from their responsibility for maintaining a safe work site. Neither the professional services of the Consultant, nor the presence of his employees or subcontractors shall be construed to imply that the Consultant has any responsibility for any activities on site performed by personnel other than the Consultant's employees or subcontractors.
12. Original survey data, field notes, maps, computations, studies, reports, drawings, specifications and other documents generated by the Consultant are instruments of service and shall remain the property of the Consultant. The Consultant shall provide copies to the Client of all documents specified in the Description of Services.

Any documents generated by the Consultant are for the exclusive use of the Client and any use by third parties or use beyond the intended purpose of the document shall be at the sole risk of the Client. To the fullest extent permitted by law, the Client shall indemnify, defend and hold harmless the Consultant for any loss or damage arising out of the unauthorized use of such documents.

13. No claim may be asserted by either party against the other party unless an action on the claim is commenced within two (2) years after the date of the Consultant's final invoice to the Client.
14. If a Client's Purchase Order form or acknowledgment or similar form is issued to identify the agreement, authorize work, open accounts for invoicing, provide notices, or document change orders, the preprinted terms and condition of said Purchase Order shall be superseded by the terms hereof.
15. Standard of Care - Services performed by Consultant under this agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions. No other representation expressed or implied, and no warranty or guarantee is included or intended in any report, opinion or document under this agreement.
16. Liability Insurance - Consultant will maintain such liability insurance as is appropriate for the professional services rendered as described in this Agreement. Consultant shall provide Certificates of Insurance to Client, upon Client's request, in writing.
17. Indemnification and Limitation of Liability - Client and Consultant each agree to indemnify and hold the other harmless, including their respective officers, employees, agents, members, and representatives, from and against liability for all claims, costs, losses, damages and expense, including reasonable attorney's fees, to the extent such claims, losses, damages or expenses are caused by the indemnifying party's acts, errors or omissions.

The Client understands that for the compensation herein provided Consultant cannot expose itself to liabilities disproportionate to the nature and scope hereunder. Therefore, the Client agrees to limit Consultant's liability to the Client arising from Consultant's professional acts, errors or omissions, such that the total aggregate liability of Consultant shall not exceed \$50,000 or Consultant's total fee for services rendered on this Project, whichever is less.

18. Allocation of Risk - Consultant and Client acknowledge that, prior to the start of this Agreement, Consultant has not generated, handled, stored, treated, transported, disposed of, or in any way whatsoever taken responsibility for any toxic substance or other material found, identified, or as yet unknown at the Project premises. Consultant and Client further acknowledge and understand that the evaluation, management, and other actions involving toxic or hazardous substances that may be undertaken as part of the Services to be performed by Consultant, including subsurface excavation or sampling, entails uncertainty and risk of injury or damage. Consultant and Client further acknowledge and understand that Consultant has not been retained to serve as an insurer of the safety of the Project to the Client, third parties, or the public.

Client acknowledges that the discovery of certain conditions and/or taking of preventative measures relative to these conditions may result in a reduction of the property's value. Accordingly, Client waives any claim against Consultant and agrees to indemnify, defend, and hold harmless Consultant and its subcontractors, consultants, agents, officers, directors, and employees from any claim or liability for injury or loss allegedly arising from procedures associated with environmental site assessment (ESA) activities or the discovery of actual or suspected hazardous materials or conditions. Client releases Consultant from any claim for damages resulting from or arising out of any pre-existing environmental conditions at the site where the work is being performed which was not directly or indirectly caused by and did not result from, in whole or in part, any act or omission of Consultant or subcontractor, their representatives, agents, employees, and invitees.

If, while performing the Services set forth in any Scope of Services, pollutants are discovered that pose unanticipated or extraordinary risks, it is hereby agreed that the Scope of Services, schedule, and costs will be reconsidered and that this Agreement shall immediately become subject to renegotiation or termination. Client further agrees that such discovery of unanticipated hazardous risks may require Consultant to take immediate measures to protect health and safety or report such discovery as may be required by law or regulation. Consultant shall promptly notify Client upon discovery of such risks. Client, however, hereby authorizes Consultant to take all measures Consultant believes necessary to protect Consultant and Client personnel and the public. Furthermore, Client agrees to compensate Consultant for any additional costs associated with such measures.

19. In the event of legal action to construe or enforce the provisions of this agreement, the prevailing party shall be entitled to collect reasonable attorney fees, court costs and related expenses from the losing party and the court having jurisdiction of the dispute shall be authorized to determine the amount of such fees, costs and expenses and enter judgment thereof.
20. Termination - The obligation to provide further services under this Agreement may be terminated by either party upon seven (7) days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. In the event of any termination, Consultant will be paid for all services rendered to the date of receipt of written notice of termination, at Consultant's established chargeout rates, plus for all Reimbursable Expenses including a 15% markup.
21. Provision Severable - The unenforceability or invalidity of any provisions hereof shall not render any other provisions herein contained unenforceable or invalid.
22. Governing Law and Choice of Venue - Client and Consultant agree that this Agreement will be governed by, construed, and enforced in accordance with the laws of the State of Illinois. If there is a lawsuit, Client and Consultant agree that the dispute shall be submitted to the jurisdiction of the Illinois District Court in and for Stephenson County, Illinois.

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AirCell Inc.  
 300 Cardinal Dr.  
 Suite: 110  
 Saint Charles IL 60175  
 United States



Village Of Kirkland  
 511 Main St  
 Kirkland IL 60146  
 United States

Quote number: 000029  
 Created date: 06/19/2018

Label	Price	Quantity	Total
Village Hall Free 50 Mbps Connection #1	0	1	\$0.00
Police Dpt Free 50 Mbps Connection #2	0	1	\$0.00
Waste Water Free 50 Mbps Connection #3	0	1	\$0.00
Free CPE Rentals	0	3	\$0.00
[MRC] Customer Premise Equipment - VLAN Switch for Waste Water	19.99	1	\$19.99
[MRC] Residential 30 Mbps Internet Service - Lift Station	39.99	1	\$39.99
[MRC] Residential CPE Rental - Lift Station	1.99	1	\$1.99
[MRC] Residential 30 Mbps Internet Service - Well #2	39.99	1	\$39.99
[MRC] Residential CPE Rental - Well #2	1.99	1	\$1.99
[MRC] Residential 30 Mbps Internet Service - Well #3	39.99	1	\$39.99
[MRC] Residential CPE Rental - Well #3	1.99	1	\$1.99
[NRC] Basic Residential Installation - Village Hall, Police Dpt, Waste Water, Lift Station, Well #2, Well #3	99	6	\$594.00
<b>Subtotal:</b>			<b>\$739.93</b>
<b>Total:</b>			<b>\$739.93</b>

MRC Total: \$145.93  
 NRC Total: \$594.00

NRC = "Non-recurring charge". A one-time charge established for installation and construction, or purchase of equipment.  
 MRC = "Monthly recurring charge" and specifies the monthly charge for the service.

**Assumptions:**

- 1) The price's set forth herein constitute a non-binding quote good for 30 Days. The price quoted is exclusive of all applicable federal or state sales or excise taxes or universal service fund, utility or similar fees and taxes levied or imposed upon AirCell or customer arising from or relating to the provision of the services quoted herein, all of which shall be separately charged to customer.
- 2) Actual throughput speed will vary based on factors such as the condition of wiring inside a specific location; computer configuration; network or Internet congestion; and the server speed of the Web sites accessed, among other factors. Speed and uninterrupted use of the service are not guaranteed.
- 3) All account bills and statements are delivered by email. Customers may enroll in paper billing for an additional \$3.99 per month.
- 4) Customer is responsible for furnishing their own router. All connections must come from behind a router. Routers purchased through AirCell are subject to the manufacture's warranty and may be returned within 15 days of purchase. Customer is solely responsible for the performance of the router.
- 5) Minimum 12 month contract required. An Early Termination Fee of up to \$480 will apply if service is canceled during the term of the service plan. Early Termination Fee will decrease by \$40 each month during a 12 month plan.
- 6) Invoices are generated on the first of the month and come due in 30 days.

## Carol Stiegman

---

**From:** Steele, Cathryn <Cathryn.Steele@illinois.gov>  
**Sent:** Tuesday, June 19, 2018 2:42 PM  
**To:** Chad Clauson  
**Cc:** Carol Stiegman  
**Subject:** RE: MFT Documentation 2015-2016

Chad,

You can actually do either thing. If you would like to do a new resolution for the total or keep this one and do a supplemental to the copy you sent over in the email.

On the Estimate though, you will need to write in the next column for what you want to use MFT funds. On the MMES though, you can use the total dollar amount of \$6,848.65 for the authorized dollar amount once the resolution(s) are approved.

You can always send me copies before you get them signed if you want.

Just let me know which way you are going.

Please, do not hesitate to contact me if you have any questions.

Thank you,

Cathryn S. Steele  
Baxter & Woodman, Inc.  
Consulting for IDOT District 3-Local Roads & Streets  
700 East Norris Drive  
Ottawa, IL 61350  
P: 815.434.8404  
F: 815.434.8599  
Email: [Cathryn.Steele@Illinois.gov](mailto:Cathryn.Steele@Illinois.gov)

---

**From:** Chad Clauson [<mailto:cclauson@fehr-graham.com>]  
**Sent:** Tuesday, June 19, 2018 2:12 PM  
**To:** Steele, Cathryn <Cathryn.Steele@illinois.gov>  
**Cc:** Carol Stiegman <[villkirk@mchsi.com](mailto:villkirk@mchsi.com)>  
**Subject:** [External] RE: MFT Documentation 2015-2016

Ok thanks Cathryn. I've attached a .pdf of the Estimate of Cost along with the MMES. With the Additional \$3,420.21 salt purchase, the MFT expenditures exceeds the amount listed on the Resolution by \$3,428.44. Will this require a revision to the Resolution? If not, I can mail signed copies of the Estimate and MMES.

Thanks,

CHAD CLAUSON | Staff Engineer  
Fehr Graham | Engineering & Environmental

200 Prairie Street, Suite 208  
Rockford, Illinois 61107  
P: 815.394.4700  
[fehr-graham.com](http://fehr-graham.com)

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**From:** Steele, Cathryn <[Cathryn.Steele@illinois.gov](mailto:Cathryn.Steele@illinois.gov)>  
**Sent:** Tuesday, June 19, 2018 1:51 PM  
**To:** Chad Clauson <[cclauson@fehr-graham.com](mailto:cclauson@fehr-graham.com)>  
**Subject:** RE: MFT Documentation 2015-2016

Chad,

Don Ernat has approved to use the copy of the Resolution but we will need the Estimate of Cost sent in.

Then I will need the MMES. If you want to send that in at the same time, that is ok to do so.

Please, do not hesitate to contact me if you have any questions.

Thank you,

Cathryn S. Steele  
Baxter & Woodman, Inc.  
Consulting for IDOT District 3-Local Roads & Streets  
700 East Norris Drive  
Ottawa, IL 61350  
P: 815.434.8404  
F: 815.434.8599  
Email: [Cathryn.Steele@Illinois.gov](mailto:Cathryn.Steele@Illinois.gov)

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**From:** Chad Clauson [<mailto:cclauson@fehr-graham.com>]  
**Sent:** Tuesday, June 19, 2018 1:22 PM  
**To:** Steele, Cathryn <[Cathryn.Steele@illinois.gov](mailto:Cathryn.Steele@illinois.gov)>  
**Subject:** [External] MFT Documentation 2015-2016

Cathryn,

Attached is the Resolution for the 2015 – 2016 MFT cycle. I do not believe the MFT estimate was completed for this cycle.

CHAD CLAUSON | Staff Engineer  
Fehr Graham | Engineering & Environmental

200 Prairie Street, Suite 208  
Rockford, Illinois 61107  
P: 815.394.4700  
[fehr-graham.com](http://fehr-graham.com)





Resolution for Maintenance Under the Illinois Highway Code



Resolution Number: 16-05, Resolution Type: Supplemental, Section Number: 17-00000-00-GM

BE IT RESOLVED, by the President and Board of Trustees of the Village of Kirkland of Illinois that there is hereby appropriated the sum of Four thousand, nine hundred seventeen dollars and ninety-nine cents Dollars (\$3,420.21) of Motor Fuel Tax funds for the purpose of maintaining streets and highways under the applicable provisions of Illinois Highway Code from 05/01/15 to 04/30/16.

BE IT FURTHER RESOLVED, that only those operations as listed and described on the approved Estimate of Maintenance Costs, including supplemental or revised estimates approved in connection with this resolution, are eligible for maintenance with Motor Fuel Tax funds during the period as specified above.

BE IT FURTHER RESOLVED, that the Village of Kirkland shall submit within three months after the end of the maintenance period as stated above, to the Department of Transportation, on forms available from the Department, a certified statement showing expenditures and the balances remaining in the funds authorized for expenditure by the Department under this appropriation, and

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I, Carol Stiegman, Clerk in and for said Village of Kirkland, in the State of Illinois, and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the President and Board of Trustees of Kirkland at a meeting held on [Date].

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this [Day] day of [Month], Year.

(SEAL)

Clerk Signature [Signature Box]

APPROVED

Regional Engineer Department of Transportation [Signature Box] Date [Date Box]

## Instructions for BLR 14220

This form shall be used when a Local Public Agency (LPA) wants to perform maintenance operations using Motor Fuel Tax (MFT) funds. Refer to Chapter 14 of the Bureau of Local Roads and Streets Manual (BLRS Manual) for more detailed information. This form is to be used by a Municipality or a County. Road Districts will use BLR 14221. For signature requirements refer to Chapter 2, Section 3.05(b) of the BLRS Manual.

When filling out this form electronically, once a field is initially completed, fields requiring the same information will be auto-populated.

Resolution Number	Insert the resolution number as assigned by the LPA, if applicable.
Resolution Type	From the drop down box, choose the type of resolution: -Original would be used when passing a resolution for the first time for this project. -Supplemental would be used when passing a resolution increasing appropriation above previously passed resolutions. -Amended would be used when a previously passed resolution is being amended.
Section Number	Insert the section number of the improvement covered by the resolution.
Governing Body Type	From the drop down box choose the type of administrative body. Choose Board for County; Council or President and Board of Trustees for a City, Village or Town.
LPA Type	From the drop down box choose the LPA body type; County, City, Town or Village.
Name of LPA	Insert the name of the LPA.
Resolution Amount	Insert the dollar value of the resolution for maintenance to be paid for with MFT funds in words, followed by the same amount in numerical format in the ().
Beginning Date	Insert the beginning date of the maintenance period. Maintenance periods must be a 12 or 24 month consecutive period.
Ending Date	Insert the ending date of the maintenance period.
LPA Type	From the drop down box choose the LPA body type; County, City, Town or Village.
Name of LPA	Insert the name of the LPA.
Name of Clerk	Insert the name of the LPA Clerk.
LPA Type	From the drop down box choose the LPA body type; County, City, Town or Village.
LPA Type	From the drop down box choose the LPA body type; County, City, Town or Village.
Name of LPA	Insert the name of the LPA.
Governing Body Type	From the drop down box choose the type of administrative body. Choose Board for County; Council or President and Board of Trustees for a City, Village or Town.
Name of LPA	Insert the name of the LPA.
Date	Insert the date of the meeting.
Day	Insert the day the Clerk signed the document.
Month, Year	Insert the month and year of the clerk's signature.
Clerk Signature	Clerk shall sign here.
Approved	The Department of Transportation representative shall sign and date here upon approval.

**A minimum of four(4) certified signed originals must be submitted to the Regional Engineer's District office.**

Following the Regional Engineer's approval, distribution will be as follows:

- Local Public Agency Clerk
- Engineer (Municipal, Consultant or County)
- District Compliance Review
- District File



Municipal Estimate of Maintenance Costs



Submittal Type Revised

Local Public Agency	County	Section Number	Beginning	Maintenance Period Ending
Village of Kirkland	DeKalb	15-00000-00-GM	05/01/15	04/30/16

Estimated Cost of Maintenance Operations

Maintenance Operation (No. and Description)	Maint. Eng. Group	Insp. Req.	For Group I, IIA, IIB or III					Est Total Operation Cost
			Item	Unit	Quantity	Unit Price	Item Cost	
Road Salt	I	N	Road Salt	TON	49.97	\$68.61	\$3,428.44	\$3,428.44
Road Salt	I	N	Road Salt	TON	49.85	\$68.61	\$3,420.21	\$3,420.21
Add Row			Total Estimated Maintenance Operation Cost					\$6,848.65

Estimated Cost of Maintenance Engineering

Preliminary Engineering	
Engineering Inspection	
Material Testing	
Advertising	
Bridge Inspections	
<b>Total Estimated Maintenance Engineering Cost</b>	

Maintenance Program Estimated Costs

	Estimated Cost	MFT Portion	Other Funds
Maint Oper	\$6,848.65	\$6,848.65	
Maint Eng			
<b>Totals</b>	<b>\$6,848.65</b>	<b>\$6,848.65</b>	
<b>Total Estimated Maintenance Cost</b>			<b>\$6,848.65</b>

Submitted

Municipal Official \_\_\_\_\_ Date \_\_\_\_\_

Title \_\_\_\_\_

Village President \_\_\_\_\_

Approved

Regional Engineer \_\_\_\_\_ Date \_\_\_\_\_

Department of Transportation \_\_\_\_\_

### Instructions for BLR 14231

This form shall be used when a Municipality wants to expend funds for a maintenance period. The maintenance estimate must include all operations to be funded with Motor Fuel Tax (MFT) funds. If operations are added during the maintenance period, a revised or supplemental estimate is required. All estimates of maintenance costs must be submitted to the district for approval prior to incurring any expenses. The amount of MFT funds expended on items covered in the estimate is limited to the amount of MFT funds appropriated in the maintenance resolution. IF rental equipment is included in the estimate, BLR 12110 must also be completed and submitted.

For additional information refer to the Bureau of Local Roads and Streets Manual (BLRS), Chapter 14. For signature requirements refer to Chapter 2, Section 3.05(b) of the BLRS Manual.

- Submittal Type** From the drop down, choose Original (being submitted for the first time), Revised (revising a previously approved submittal), or Supplemental (addition to estimate(s) already approved).
- Local Public Agency** Insert the name of the municipality.
- County** Insert the name of the County in which the municipality is located.
- Maintenance Period**
- Beginning** Insert the beginning date of the maintenance period. This must be 12 or 24 consecutive months. The dates must match those on the resolution.
- Ending** Insert the ending date of the maintenance period, following the above guidelines.

#### Estimated Cost of Maintenance Operations

To aid in determining quantities for maintenance operations, the LPA may develop their own spreadsheet containing the following information. IDOT does not provide a form for this purpose.

Location			Surface			Maintenance Operation			
Street/Road	From	To	Existing Type	Length	Width	No.	Description	Unit	Quantity

- Maintenance Operations** List each maintenance operations with a consecutive operation number. If an operation is not listed MFT funds cannot be expended for that operation.
- Maint. Engineering Group** From the drop down, select the group number that applies to the maintenance operation to be performed. All maintenance operations shall require one of the following group designations.
- 1. Group I.** Services purchased without a proposal such as electrical energy or materials purchased from Central Management Services' Joint Purchasing Program ([www.purchase.state.il.us](http://www.purchase.state.il.us)) or another joint purchasing program that has been approved by the District BLRS or Central BLRS.
  - 2. Group II-A.** Routine maintenance or maintenance items that do not require competitive sealed bids according to section 12-1.02(a) or local ordinance/resolution.
  - 3. Group II-B.** Routine maintenance items that require competitive sealed bids according to Section 12-1.02(a) or a local ordinance/resolution. Routine maintenance includes all items in the following work categories: snow removal, street sweeping, lighting and traffic signal maintenance, cleaning ditches or drainage structures, tree trimming or removal, mowing, crack sealing, pavement marking, shoulder maintenance, limited amounts of CC&G repair, scour mitigation, pavement patching and minor drainage repairs.
  - 4. Group III.** Maintenance items that are not covered by Group I or IIB and require competitive bidding with a material proposal or a delivery and install proposal.
  - 5. Group IV.** Maintenance items that are not covered by Group I or IIB and require competitive bidding with a contract proposal.
- Insp Req.** From the drop down, select 'Y' if the operation being performed requires an engineering inspection or 'N' if the operation does not need an engineering inspection.
- Item** For Groups I, IIA, IIB (not performed by a formal contract), and III type operations list each item to be used in this maintenance operation. For Group IIB items being done by a formal contract and Group IV items list "by contract".
- Unit** For Groups I, IIA, IIB (not performed by a formal contract), and III insert the unit of measure for each listed item.
- Quantity** For Groups I, IIA, IIB (not performed by a formal contract), and III insert the estimated quantity for each listed item.
- Unit Price** For Groups I, IIA, IIB (not performed by a formal contract), and III insert the estimated unit price for each listed item.
- Item Cost** This is a calculated field, no entry is necessary. It calculates the quantity times the unit price.
- Est. Total Operation Cost** For each operation listed, insert the total estimated cost of that operation.
- Total Estimated Maintenance Operation Cost** This is a calculated field, no entry is necessary. It sums all the maintenance operations listed.

### Estimated Cost of Maintenance Engineering

Preliminary Engineering	Insert the estimated cost for preliminary engineering. This will be calculated based on the maintenance engineering agreement.
Engineering Inspection	Insert the estimated cost of engineering inspection. This will be calculated based on the maintenance engineering agreement.
Material Testing	Insert the estimated cost of material testing, if applicable.
Advertising	Insert the estimated cost of advertising, if applicable.
Bridge Inspections	Insert the estimated cost of bridge inspections, if applicable. This will be calculated based on the engineering agreement.
Total Estimated Maintenance Engineering Costs	This is a calculated field, no entry is necessary. It sums all the maintenance engineering costs listed.

### Maintenance Program Estimated Costs

Estimated Costs	For maintenance, insert the total estimated maintenance operation costs. For Maintenance Engineering, this will be automatically inserted based on the estimated engineering costs from the maintenance engineering table. The totals will automatically calculate.
MFT Portion	For each type insert the MFT funds estimated to be used for that type. The totals will automatically calculate.
Other Funds	For each type insert the amount of other funds estimated to be used for that type. The totals will automatically calculate.
Totals	This is a calculate field, no entry is necessary. It sums the total for estimated cost, MFT portion and other funds.
Submitted	The proper municipal official shall insert their title and date here.
Approved	Upon approval the Regional Engineer shall sign and date here.

**A minimum of four (4) signed originals must be submitted to the Regional Engineer's District office.**

Following the Regional Engineer's approval, distribution will be as follows:

- Municipal Clerk
- Engineer (Municipal or Consultant)
- District Compliance Review
- District File



# Municipal Maintenance Expenditure Statement



Local Public Agency  
Village of Kirkland

County  
DeKalb

Maintenance Period  
Beginning 05/01/15 to Ending 04/30/16

Section Number  
15-00000-00-GM

## Maintenance Operation Costs

Maintenance Operations (As listed on approved BLR 14231)	Maintenance Eng. Group	Labor	Materials	Equipment Rental	Contract	Total Maintenance Operation Cost	Operation Engineering Inspection Fee
Road Salt	I		\$6,848.65			\$6,848.65	
<b>Total Maintenance Cost</b>						<b>\$6,848.65</b>	

## Maintenance Engineering Cost Summary

Preliminary Engineering Fee	
Engineering Inspection Fee	
Material Testing Costs	
Advertising Costs	
Bridge Inspection Costs	
<b>Total Maintenance Engineering</b>	

<b>Maintenance</b>	<b>Maint. Engineering</b>
\$6,848.65	
\$6,848.65	
\$6,848.65	
\$0.00	

Total Maintenance Program Costs  
Contributions, Refunds, Paid with Other Funds  
Total Motor Fuel Tax Portion  
Total Motor Fuel Tax Funds Authorized  
Surplus/Deficit

Remarks

I hereby certify that the maintenance operations shown above were completed in accordance with the items of work listed on an approved Municipal Estimate of Maintenance Costs, from BLR 14231 and that the expenditure of Motor Fuel Tax funds, for work during the maintenance period stated above, and that receipted bills are on file and available for review.

Submitted:

Municipal Official	Date
Title	

Approved with understanding that approval could change based upon a compliance review by the Department.

Regional Engineer Department of Transportation	Date

## Instructions for BLR 14310

This form is due to the department within 3 months after the end of the maintenance period. For example, if a maintenance period ends on 12/31/15 then this form would be due to the department by 04/01/16. Maintenance resolutions and estimates submitted for future maintenance periods after that date will not be processed until the delinquent maintenance expenditure statement has been submitted. Only one form needs to be completed per maintenance period, combine all operations on one form.

For additional information, refer to the Bureau of Local Roads and Streets Manual (BLRS), Chapter 14. For signature requirements, refer to Chapter 2, section 3.05(b) of the BLRS Manual.

Local Public Agency	Insert the name of the Local Public Agency
County	From the drop down, select the County in which the Local Public Agency is located.
Maintenance Period Beginning	Insert the beginning date of the maintenance period.
Ending	Insert the ending date of the maintenance period.
Section	Insert the section number assigned to the project. The section number will always end in "GM".
Maintenance Operations	List each maintenance operation as listed on the approved Municipal Estimate of Maintenance Costs (BLR 14231).
Maintenance Engineering Group	From the drop down, select the group number that applies to the maintenance operation to be performed. All maintenance operations shall require one of the following group designations: <b>1. Group I.</b> Services purchased without a proposal such as electrical energy or materials purchased from Central Management Services' Joint Purchasing Program ( <a href="http://www.purchase.state.il.us">www.purchase.state.il.us</a> ) or another joint purchasing program that has been approved by the District BLRS or Central BLRS. <b>2. Group II-A.</b> Routine maintenance or maintenance items that do not require competitive sealed bids according to section 12-1.02(a) or local ordinance/resolution. <b>3. Group II-B.</b> Routine maintenance items that require competitive sealed bids according to Section 12-1.02(a) or a local ordinance/resolution. Routine maintenance includes all items in the following work categories: snow removal, street sweeping, lighting and traffic signal maintenance, cleaning ditches or drainage structures, tree trimming or removal, mowing, crack sealing, pavement marking, shoulder maintenance, limited amounts of CC&G repair, scour mitigation, pavement patching and minor drainage repairs. <b>4. Group III.</b> Maintenance items that are not covered by Group I or II-B and require competitive bidding with a material proposal or a delivery and install proposal. <b>5. Group IV.</b> Maintenance items that are not covered by Group I or II-B and require competitive bidding with a contract proposal.
Labor	Insert the amount expended for labor of the maintenance operation listed to the left, if applicable.
Materials	Insert the amount expended for materials for the maintenance operation listed to the left, if applicable. Do not list each material separately, but as a total for this operation.
Equipment Rental	Insert the amount expended for equipment rental for the maintenance operation listed to the left, if applicable.
Contract	Insert the amount expended for a contract for the maintenance operation listed to the left, if applicable. Do not list each pay item separately, but as a total for this operation.
Total Maintenance Operation Cost	This is a calculated field, no entry is necessary. This is the sum of all items expended on this operation.
Operation Engineering Inspection Fee	Insert the amount of funds expended for engineering inspection fees for this operation, if applicable.



**Total Maintenance Cost**  
This is a calculated field, no entry is necessary. This is the sum of all maintenance operation costs.

**Maintenance Engineering Cost Summary Preliminary Engineering Fee**  
Insert the dollar amount of funds spent on preliminary engineering for this maintenance section.

**Engineering Inspection Fee**  
This is a calculated field, no entry is necessary. This is the sum of all amounts listed under the 'Operation Engineering Inspection Fee' field.

**Material Testing Costs**  
Insert the dollar amount of funds spent on material testing costs, if applicable.

**Advertising Costs**  
Insert the dollar amount of funds spent on advertising costs, if applicable.

**Bridge Inspection Costs**  
Insert the dollar amount of funds spent on bridge inspection costs, if applicable.

**Total Maintenance Engineering**  
This is a calculated field, no entry is necessary. This is the sum of all maintenance engineering costs listed above.

**Total Maintenance Program Costs**  
These are calculated fields, no entry is necessary. The maintenance column is the amount listed in the Total Maintenance Cost field above. The maintenance engineering column is the amount listed in the Total Maintenance Engineering field left under the Maintenance Engineering Cost Summary section to the left.

**Contributions, Refunds, Paid with Other Funds**  
Enter the dollar amount of contributions, refunds or amounts paid with other funds for this maintenance section, if applicable, for both maintenance and maintenance engineering.

**Total Motor Fuel Tax Portion**  
These are calculated fields. no entry is necessary. This is the sum of the total cost minus the amount paid with funds other than MFT funds.

**Total Motor Fuel Tax Funds Authorized**  
Insert the total amount of MFT funds authorized for maintenance under the maintenance column, and the total amount of MFT funds authorized for maintenance engineering under the Maint. Engineering column.

**Surplus/Deficit**  
These are calculated fields, no entry is necessary. This is the sum of the Total Motor Fuel Tax Funds Authorized minus the Total Motor Fuel Tax Portion. A positive number will result in a credit to the unobligated fund of the Motor Fuel Tax fund. A negative number means more funds were spent than authorized. If the negative number has a resolution to cover the overage, the item(s) that resulted in the overage have been approved by IDOT, and are covered in the overrun policy, this amount will be authorized. If these conditions are not met, you must contact your District office for guidance.

**Remarks**  
Insert any remarks that are needed to explain any items on this document.

**Submitted**  
The proper municipal official shall sign, insert their title and date here.

**Approved**  
Upon approval the Regional Engineer shall sign and date here. This approval is subject to change based upon a compliance review by the Department.

**A minimum of four (4) certified signed originals must be submitted to the Regional Engineer's District office.**

Following the Regional Engineer's approval, distribution will be as follows:

- Municipal Clerk
- Consultant Engineer
- District Compliance Review
- District File

**DEKALB COUNTY  
REGIONAL PLANNING COMMISSION**

**June 28, 2018  
6:30 p.m.**

**DeKalb County Administration Building  
Conference Room East  
110 E. Sycamore St., Sycamore, IL**

**AGENDA**

- 1. Roll Call**
- 2. Approval of Agenda**
- 3. Approval of Minutes**
- 4. Public Comments** *(Open floor to anyone wishing to speak on record regarding any item that has not been subject to a public hearing or appears on the agenda below.)*
- 5. Election of RPC Chairman & Vice Chair**
- 6. DeKalb County Community Foundation (DCCF) Economic Development Grant Status**
- 7. Presentation – DeKalb County Convention & Visitor’s Bureau (DCCVB) will discuss the CVB's prime mission statement and major accomplishments over the past year.**
- 8. Discussion of DeKalb County’s Comprehensive Economic Development Strategy (CEDs)**
- 9. Adult Oriented Uses in Your Community**
- 10. Municipal Development Permits / Projects / Challenges / Champions**
- 11. Next Meeting Date**
- 12. Adjournment**

# MINUTES

*Note: These minutes are not official until approved by the DeKalb County Regional Planning Commission at a subsequent meeting. Please refer to the meeting minutes when these minutes are approved to obtain any changes to these minutes.*

DeKalb County Government  
Sycamore, Illinois

**DEKALB COUNTY REGIONAL PLANNING COMMISSION MINUTES**  
(April 26, 2018)

The DeKalb County Regional Planning Commission (RPC) met on April 26, 2018 at 6:30 p.m. in the DeKalb County Administrative Building, Conference Room East, in Sycamore, Illinois. In attendance were Commission Members: Cheryl Aldis, Jo Ellen Charlton, Rich Gentile, Russell Kula, Steve Devlieger, Martha May, Dan Nolan, Becky Morphey, and Adam Orton. Also in attendance were: Paul Borek, Executive Director of the DeKalb County Economic Development Corporation; and County Staff members: Derek Hiland, Jolene Willis, and Marcellus Anderson.

1. **Roll Call** – Commission members John Fisher, Bryan Rhodes, Les Redden, Linda Swenson, and Kevin Bunge, were absent. Alternate Commission Member Adam Orton took the place of Brian Gregory for the meeting.

2. **Approval of Agenda**

*Ms. Morphey moved to approve the agenda, seconded by Mr. Gentile, and the motion carried unanimously.*

3. **Approval of Minutes** – *Ms. Morphey moved to approve the minutes of the February 22, 2018 meeting, seconded by Mr. Gentile, and the motion carried unanimously.*

4. **Public Comment**

None.

5. **Presentation – 30 Years of DeKalb County Economic Development Corporation (DCEDC)**

Mr. Borek gave a presentation regarding the state of economic development in DeKalb County, highlighting the past 30 years of growth and accomplishments that had occurred in DeKalb County and detailing many of the businesses and resources available to support additional development.

Mr. Hiland pointed out the benefits to be gained by the local communities by working together in groups like the Regional Planning Commission and from learning from one another.

Mr. Devlieger noted that Mr. Borek's presentation would be good to share with the local community boards. Mr. Borek noted that the work being done by the DCEDC could only happen with the aid and participation of the various local municipalities and their local community and business leaders.

6. **Parking Regulations in Your Community**

Mr. Hiland noted that a member of the Commission had inquired as to the type of parking requirements/regulations in downtown districts being used in the various local communities around the County. He noted that in the unincorporated parts of the County, various uses had required parking standards, but as there are no downtown districts in these areas. He then asked if the members could talk about what regulations and requirements their communities have for their downtowns.

Ms. Aldis noted that the Town of Cortland had no downtown parking regulations, but that their Code required that onsite parking be provided. She also noted that the Town had received on-street parking from IDOT in the downtown area for the first time in 2003. She added that the requirements in their Code were too strict and needed to be amended allow for more on-street parking.

Ms. Charlton noted that the City of DeKalb had similar issues, but that language had been included into their Code exempting certain downtown properties from the parking requirements. She noted that in other communities that she had worked in did the same thing, in particular exempting commercial uses in the downtown to allow shoppers to use on-street parking to access them, but keeping the residential requirements. She did caution using these methods with mixed-use developments.

Mr. Orton noted that the City of Sycamore also had similar issues. He highlighted the steps taken to address parking with the new Fargo Hotel redevelopment in their downtown area.

Ms. Charlton added that another method used by the City of DeKalb was to address the parking as part of a Planned Development. She noted that in DeKalb it is its own zone, but that it can also be done as a Special Use. She then described how they used a planned development for a recent downtown renovation.

Mr. Hiland noted that flexibility is the key in addressing these issues.

Ms. Charlton noted that part also depends on the supply of on-street parking available. She also noted that another method was Fee-in-lieu-of, where if you have a requirement or are negotiating something through an agreement, and you know there will be redevelopment opportunities down the line, you can have them pay a certain fee per space that they can't provide to be in compliance with the Code, and that becomes a fee you hold onto to use develop improved property you already own with a surface parking lot.

Mr. Orton described the agreement made between the City of Sycamore and Autometer, wherein the City used TIF funds to help Autometer pave and improve its employee parking lot and gained use of it as a public lot during the evenings.

Mr. Gentile noted that the City of Genoa uses all the methods previously noted, but that they have tried to get away from using Special Uses and Planned Unit Developments to address these issues. He also

*Note: These minutes are not official until approved by the DeKalb County Regional Planning Commission at a subsequent meeting. Please refer to the meeting minutes when these minutes are approved to obtain any changes to these minutes.*

discussed some of the other parking issues they have experienced, and pointed out that the City had two public parking lots.

Ms. Charlton noted that DeKalb also has leases with the railroad running through the city to use parts of its property as parking areas.

Mr. Orton noted that Sycamore does not allow parking in the downtown between 2:00 am to 5:00 am, to allow for road maintenance. Mr. Kula noted that the Village of Hinckley has the same regulation for the portion of State Route 30 that runs through the Village.

Mr. Gentile shared that one of Genoa's issues is that too many people not parking in their driveways. Mr. Orton and Ms. Charlton described similar issues they were having in their communities.

Mr. Nolan related that the Village of Shabbona had the typical issues, such as people parking over long periods in fifteen minute parking spaces. He did note that things were somewhat complicated by having two other jurisdictions in town: IDOT for US Hwy 30, and the County Highway Department for Shabbona Road. He noted that fortunately, the Village road system is pretty good.

Ms. May described a couple of parking issues the Village of Lee had with parking occurring in areas it was not supposed to.

## **7. Long Term Recovery Plans**

Mr. Hiland introduced the topic by noting that in 2015 the unincorporated community of Fairdale was hit by a tornado, and as a result of the disaster, the DeKalb County Board adopted a Long Term Disaster Recovery Plan that helps plan for a response to events like the one in Fairdale that could strike at any time. He noted that a copy of the County's adopted plan was included in the meeting packet, and asked the Commission members to talk about what measures their communities have taken to prepare for such disasters. Mr. Hiland started off the discussion by describing the County's Long Term Recovery Plan (LTR), some of the steps taken during the Fairdale crisis, and noted that flexibility was the key to making the plan work.

Ms. Aldis inquired whether LTR was different from the Emergency Operations Plans. Mr. Hiland admitted he did not know offhand. Ms. Charlton responded that she found that the DeKalb did a memorandum of understanding acknowledging the County's Plan and adopting it or accepting it in November of 2015. Mr. Hiland later found acknowledgement in the LTR that it was to serve as a companion to the Emergency Operations Plan.

Mr. Kula inquired about the stipulations of the LTR, such as when can a person go back to their house, and would they have to be witnessed by a deputy. Mr. Hiland noted that in deference to the health, welfare, and safety of the residents, the County would have a professional first verify that the house was safe to re-enter or re-inhabit. Mr. Anderson noted that the State has a number of regulations for post-disaster situations, and that in the immediate aftermath of the event, the State took charge of the situation to try

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to prevent criminal activities such as looting and false contractors, and to keep track of who was coming in and out of the community. He noted that staff was not sure whether this was just because it was an unincorporated community or if the State would also take a similar action in a municipality. Mr. Nolan noted that he was a part of the Sheriff's Auxiliary and had volunteered that Saturday, and described the measures taken by the State Police to control the situation. He also noted that although the measures were taken to protect the citizens and their property, many of them weren't happy because the measures also limited their ability to quickly return to their property and salvage what they could. It was also noted that the area was also sealed due to the presence of so many loose and ruptured propane tanks scattered around the community.

Mr. Anderson noted that once the more immediate dangers, such as the propane tanks were addressed, the County's Building Inspector was very busy working with the County Health Department inspecting the homes for damage and determining whether they were still viable.

Mr. Gentile pointed out that the real issues occur in the post disaster recovery stage, trying to initiate various recovery efforts while dealing with emotionally charged and homeless citizens who are trying to put their lives back together.

Mr. Devlieger noted that another key issue was trying to figure out how to handle all of the money and products coming in for the recovery effort. He noted that at the time, no one else in the County had dealt with anything like that and they had to figure where to store all of the product.

Mr. Anderson noted that another major issue that arose was that many of the residents were either under-insured or uninsured, which lead to problems with what to do with many of these people. Mr. Anderson also pointed out that one upside to the disaster was the opportunity it presented to institute a number of needed or wanted changes, such as laying the lines to make natural gas available to the community, and the creation of the community septic system.

Mr. Gentile inquired as to the number of unincorporated communities existed in the County. Mr. Anderson responded that there were several other unincorporated communities or various size beside Fairdale. Mr. Gentile suggested that someone should reach out to these communities to try and educate them about the experiences learned from Fairdale.

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Ms. Willis distributed two handouts to the Commission describing a couple of opportunities that were available to their communities. The first handout detailed the Wastewater Treatment Plant Assessment Program from the Smart Energy Design Assistance Center (SEDAC), out of the University of Illinois – Champaign Campus, which is a free assessment of wastewater treatment plants owned by the local units of government in exchange for providing data back to them. She also noted that there existed a possibility that monies might be made available in the future to participants in the program.

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The second handout detailed the Energy Efficiency Program from ComEd. Ms. Willis noted that she had talked to them about possibly having a workshop at the Community Outreach Building, and asked that the commission members reach out to their communities for possible attendees who could attend the workshop.

Ms. Willis also mentioned that the IEPA Brownfields Division was planning to hold a workshop sometime in late July in DeKalb, possibly the 25<sup>th</sup>, though she was still waiting for confirmation on the date.

#### **8. Municipal Development Permits / Projects / Challenges / Champions**

Mr. Devlieger (Kirkland) reported that the building that the Village was taking down was done, with the hole covered, and the fence down, and that someone was looking at possibly developing those properties. He also noted that they have created a commission to create a community building downtown that could be rented out and where community functions could be held.

Ms. May (Lee) reported that at its last board meeting the Village Board voted to use NIU Central Studies work on submitting an application for the DCCF Economic Development grant. She also noted that in July, the Village will finally be able to acquire an eyesore on the main street that needs to be demolished.

Ms. Charlton (DeKalb) noted that she believed the City will get some single-family construction this year, noting that plans were in from a national home builder to take ninety to one hundred lots in an existing subdivision. They are hoping for twenty to thirty building permits to be submitted. She noted that a couple of hotel projects are working their way through the system. She also noted that their biggest challenge was the cyber bullying occurring on social media.

Ms. Morphey (Somonauk) reported that it was quiet in the Village. She did note they had received three calls from prospective solar farms.

Mr. Gentile (Genoa) reported that they had somebody looking at the undeveloped lots in the Riverbend subdivision.

Mr. Kula (Hinckley) reported that the Village was in the process of getting certified as a "Tree City" with the Morton Arboretum, and have started a pollination garden just east of the police department/village hall. He noted that the Village has asked the residents to do the "Harvesting Our Future" survey, which is for going for the DCCF grant. Otherwise, things were pretty quiet in the Village.

Mr. Nolan (Shabbona) reported that the Village has received two garage permits, but not much residences. He that the Shabbona Forward Initiate meeting, which is part of their DCCF grant, had a good turnout. He noted that additional research was being done on an industrial park east of town. He noted that the Village Clerk had resigned, and that the duties had been split into two positions: a Clerk and a Deputy Clerk. Mr. Nolan also noted that the Village had finally secured some space on Main Street, and will finally have an office. He noted that they will be installing concrete planters for the flowers. He

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reported that the Village has initiated a Coffee with the Mayor on Saturday mornings, and that they will rotate trustees through it also. One of the sub-committees the Village has is Curb Appeal, which worked with the Tree Board to order tree planters from Doty's in Sycamore and is looking into possibly getting hanging pots also. Mr. Nolan finished by suggesting a possible future topic of discussion: ordinances pertaining to gentlemen's clubs.

Ms. Aldis (Cortland) reported that IML lobby day was that week and ComEd had hosted a reception at which she spoke to a gentleman about interconnect in regards to solar farms and had a handout from him. She noted that Earlville was working on establishing a solar farm in their community. She reported that Grinder's Auto, which sat on property that was to become part of the new Casey's renovation, is now gone. Ms. Aldis noted that the Town had a public hearing on the small cell towers; the company had a deficient application but the Zoning Administrator put it through to the Planning Commission anyway. She noted that the Planning Commission tried to do its due diligence and listen to the presentation, but told the applicant that since it had not submitted all of the required documents, it did not have the information on which to base a decision, and therefore, it forwarded a motion to deny to the Town Board. Ms. Aldis noted that legal counsel recommended that the matter be remanded back to the Planning Commission. Ms. Aldis noted that in the meantime, the Governor had signed a bill which usurped the rights of municipalities for governing their rights-of-way in regards to small cell towers. However, the list of qualifications that still must be met is long, and there are limits to fees for review. She advised the other members that they needed to get an ordinance in place and that only had until July 31<sup>st</sup> to have it in place. Mr. Hiland said that he would send out copies of the House Bill that talks about those standards she referred to. Ms. Aldis noted that the Town had gotten some new houses, and ten townhouses were under construction, and that they had approved two Special Uses/PUDs which were revisions of Robinson Farms.

Mr. Orton (Sycamore) reported that as of March, ten Single-family homes had been permitted, fourteen commercial permits, and four industrial permits. He noted that the City Council had passed an amendment to the PUD for Hickory Terrace. He noted that street maintenance program was about to start. Mr. Orton reported that downtown façade and gateway grant programs were available to help people to freshen up the downtown facades. He noted that Metronet has established a franchise agreement with the City. He also noted that Sycamore got its first GFOA Certificate.

Mr. Hiland (DeKalb County) noted that the County had adopted solar energy systems regulations, and described how changes made in the State regulations shortly thereafter had already impacted the newly adopted regulations. He noted that one application for a solar garden had been submitted, but that more were to follow.

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Mr. Hiland asked the Commission members when was the last time their communities' Comprehensive Plans were updated, and suggested that this might be a good topic of discussion for the Commission.

## 9. Next Meeting Date

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(April 26, 2018)

Mr. Hiland noted that the next scheduled meeting date would be on June 28, 2018, at 6:30 p.m. in the Conference Room – East, DeKalb County Administrative Building.

Mr. Hiland noted that Debbie Armstrong, Executive Director the DeKalb County Convention and Visitors Bureau, as a guest speaker for the next meeting.

Mr. Hiland passed out the re-appointment certificate to several Commission members.

10. **Adjournment** – *Mr. Nolan motioned to adjourn, seconded by Ms. Charlton, and the motion carried unanimously.*

Respectfully submitted,

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Brian Gregory  
Chairman, DeKalb County Regional Planning Commission

Moa: moa

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ITEM 5



**DeKalb County**  
**Regional Planning Commission**  
110 East Sycamore Street  
Sycamore, IL 60178  
(815) 895-7188

## MEMORANDUM

**TO:** Regional Planning Commission

**FROM:** Derek M. Hiland, Community Development Director

**DATE:** June 19, 2018

**SUBJECT:** Election of Chairman and Vice-Chairman

The Regional Planning Commission (RPC) elected its current Chairman, Brian Gregory at its March 24, 2016 meeting. Cheryl Aldis has served out the remaining term of the Vice-Chair after the reappointment of Misty Haji-Sheikh to an alternate appointment on the RPC. Per the Commission's Charter, the Chairman and Vice-Chairman are to serve two-year terms. Commission members should, therefore, give consideration to nominations for the Chair and Vice-Chair positions, and be prepared to vote for the same at the June 28, 2018 meeting.

DMH:dmh

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ITEM 6



**DeKalb County**  
**Regional Planning Commission**  
110 East Sycamore Street  
Sycamore, IL 60178  
(815) 895-7188  
www.dekalbcounty.org

## MEMORANDUM

**TO:** Regional Planning Commission

**FROM:** Derek M. Hiland  
Regional Planning Commission Director

**DATE:** June 22, 2018

**SUBJECT:** Economic Development Grant Status

Earlier this year the Regional Planning Commission has been made aware of economic development grant opportunities for member municipalities in DeKalb County. A majority of the the communities have applied for and received grant dollars from the DeKalb County Community Foundation (DCCF). Anita Zurbrugg and Kevin McArtor will be present to give an update on how the grants have been utilized thus far in DeKalb County and that opportunities still exist for the remaining member municipalities of the RPC. Commission members who have applied for or received a grant from the Foundation regarding economic development strategies should be prepared to speak on their own experiences and give updates to the group as well.

DMH:dmh

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ITEM 7



**DeKalb County**  
**Regional Planning Commission**  
110 East Sycamore Street  
Sycamore, IL 60178  
(815) 895-7188  
[www.dekalbcounty.org](http://www.dekalbcounty.org)

**MEMORANDUM**

**TO:** Regional Planning Commission

**FROM:** Derek M. Hiland  
Regional Planning Commission Director

**DATE:** June 22, 2018

**SUBJECT:** DeKalb County Convention and Visitor's Bureau Presentation

Debbie Armstrong, Executive Director of DeKalb County Convention & Visitors Bureau will present to the commission the annual DCCVB report which will highlight the CVB's prime mission statement and major accomplishments over the past year and discuss some upcoming events for this coming year all around DeKalb County.

DMH:dmh

P:\Zoning\Regional\StaffRpts\2018\DCCVB Annual Report.06-18.docx



ITEM 8



**DeKalb County**  
**Regional Planning Commission**  
110 East Sycamore Street  
Sycamore, IL 60178  
(815) 895-7188  
[www.dekalbcounty.org](http://www.dekalbcounty.org)

## MEMORANDUM

**TO:** Regional Planning Commission

**FROM:** Derek M. Hiland  
Regional Planning Commission Director

**DATE:** June 22, 2018

**SUBJECT:** Comprehensive Economic Development Strategy (CEDS) Update

The CEDS is a planning process that has taken place over the past two years in conjunction with broad based and diverse community participation from public and private sectors. The drafted strategic document contains regional economic analysis, goals and objectives for regional prosperity, and a plan of action, including a list of economic development projects to implement the goals and objectives for all of DeKalb and its partner communities. As a result of the workshops and planning sessions five goals or action items have been laid out as the foundation to make DeKalb County Thrive!

Goal 1: Ensure DeKalb County has a talent pipeline that meets the needs of workers and employers.

Goal 2: Identify and recruit target industries.

Goal 3: Create a countywide business climate in DeKalb County that contributes to business success.

Goal 4: Brand and promote the “DeKalb County Experience” that focuses on the county’s unique assets.

Goal 5: Collaborate countywide to maximize the economic health of all communities in DeKalb County.

Understandably our role as the Regional Planning Commission is reflected in Goal 5. Jolene Willis will briefly present and discuss the CEDS process and next steps whereby we can ensure we’re all working towards a common goal. Commission members should be prepared to discuss their roles and involvement through this ongoing process and staff will be prepared to answer any questions that commissioners might have.

DMH:dmh

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ITEM 9



**DeKalb County**  
**Regional Planning Commission**  
110 East Sycamore Street  
Sycamore, IL 60178  
(815) 895-7188  
www.dekalbcounty.org

## MEMORANDUM

**TO:** Regional Planning Commission

**FROM:** Derek M. Hiland  
Regional Planning Commission Director

**DATE:** June 22, 2018

**SUBJECT:** Adult oriented uses in your community

At the last RPC meeting a suggestion to discuss the regulations of Adult oriented uses in place around the county was requested. Adult oriented uses (AOU) have been the subject of much litigation over the years which places these uses as their own separate category in many zoning ordinances. For example the City of DeKalb's code states, "*In the development and execution of this section [on adult oriented uses] regulating and limiting the location of adult oriented uses, it is recognized that such uses, by virtue of their nature, have documented objectionable operational characteristics which can have serious deleterious effect upon areas adjacent to such uses. It is the intent of this Section to permit adult oriented uses in areas where they can be constructed and operated without placing undue burden upon the rights of the use(s), while minimizing the potential adverse economic, aesthetic, moral or safety impacts upon the citizens of the City of DeKalb.*

*It is not the intent of this Article to impose a limitation or restriction on the content of any communicative materials, including those which are adult oriented, nor is it the intent to restrict or deny access by adults to sexually oriented materials protected by the First Amendment, or to deny access by the distributors and exhibitors to their intended market. Further, it is not the intent nor effect of this ordinance to condone or legitimize the distribution of obscene materials or acts, nor to authorize any acts of obscenity as defined and otherwise prohibited in Article 52.22 of the Municipal Code."*

The City has managed to direct the location of their AOUs and not violate the First Amendment rights of the business owners and customers. DeKalb County along with other communities have set policies similar to the City of DeKalb's. Before one can direct where the AOUs can occur one must define what the uses are. DeKalb County's definitions are found hereafter.

**Adult Business:** Any establishment having as a substantial or significant portion of its stock in trade or business activity in a use such as, but not limited to the following: Adults-Only Bookstores, Adults-Only Motion Picture Theaters, Adult-Entertainment Centers, Adults-Only Nightclubs or Adults-Only Saunas, where explicit sexual conduct is depicted or sexual activity is explicitly or implicitly encouraged or tolerated.

**Adults-Only:** Any items or activities emphasizing, depicting, describing or relating to

nudity, explicit sexual conduct (whether auto-erotic, heterosexual, homosexual or otherwise), bestiality or sadomasochistic activity.

**Adults-Only Bookstore:** Any adults-only establishment having as a substantial or significant portion of its stock in trade, books, magazines, films for sale or viewing on premises by use of motion picture devices or other coin-operated means, and other periodicals which are distinguished or characterized by their principal emphasis on matters depicting, describing or relating to nudity, explicit sexual conduct (whether auto-erotic, heterosexual, homosexual or otherwise), bestiality or sadomasochistic activity. Any establishment, having adults-only items as a substantial or significant portion of its stock, that sells or displays adults-only items for sale to patrons therein.

**Adults-Only Motion Picture Theater:** An enclosed building used regularly and routinely for presenting adults-only material distinguished or characterized by an emphasis on matter depicting, describing or relating to nudity, explicit sexual conduct (whether auto-erotic, heterosexual, homosexual or otherwise), bestiality or sadomasochistic activity, for observation by patrons therein.

**Adults-Only Nightclub:** An establishment or place either occasionally or primarily in the business of featuring topless dancers, go-go dancers, exotic dancers, strippers, male or female impersonators or similar entertainers, where explicit sexual conduct is depicted or sexual activity is explicitly or implicitly encouraged or tolerated.

**Adults-Only Sauna:** An establishment or place primarily in the business of providing a steam bath or massage services, where explicit sexual conduct is depicted or sexual activity is explicitly or implicitly encouraged or tolerated.

The County permits AOUs in the Manufacturing Zoning District (MC) subject to the following: that such use is not located within one thousand (1,000) feet of a residential zoning district, or within one thousand (1,000) feet of any other adult business, or within one thousand (1,000) feet of the property boundaries of any single family dwelling, school, day care center, cemetery, public park, public housing, nursing home, rest home, sheltered care facility or place of religious worship.

Commissioners should be prepared to provide their communities regulations regarding AOUs and be able to discuss how each are permitted throughout the county.

DMH:dmh

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X220641A	Patch	VILLAGE OF KIRKLAND (gold badge) - 3" circle	30	Each	4.73	141.90
X220641B	Patch	VILLAGE OF KIRKLAND (silver badge) - 3" circle	50	Each	3.13	156.50

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 3-4 Digit CC Security Code \_\_\_\_\_
- ( ) Federal, State, City, County, ROTC Orders. No advance payment necessary. Terms Net 10. FOB Canoga Park.  
 Official government purchase order required for Volunteer Fire & City/County Agencies.

Public Works Agenda Items  
General Board Meeting  
Village of Kirkland Board of Trustees

July 9, 2018

**New Business Items**

1. Preliminary approval of the purchase of a 2019 Ford F 550 4x4 truck with an 11' stainless steel dump bed, emergency and auxiliary lighting, a 6" under bed stainless steel salt spreader, quick attach snow plow, and heavy suspension specs. Price range will be \$ 85,000.00 to \$ 100,000.00 depending on snow and ice removal equipment and controls chosen. These prices are all off the State Purchase Municipal price. The reason I require pre approval is that The State Purchase Contract winner Ford requires a sales contract and build slip before Ford Motor credit can determine which Municipal Financing we qualify for. The original Bid I received is for a lighter duty plow and a belt driven hydraulic pump. With the length of time the Village of Kirkland keeps snow plow truck I would chose the Heavy Duty Plow and transmission driven PTO hydraulic system. I currently am getting more bids for up fitting a Chassis cab.
2. Disposal of one 2000 Chevy 3500 4x4 1-ton dump truck, plow, and salt spreader. This is our old blue 1-ton dump truck with the blown motor, frame issues, body rot, brake issues, gauge issues, and dump bed lift issues. Public Works seeks approval to put this truck on the website sealed bid and apply any money from the disbursement back to the purchase of the new truck.
3. Approval of Streets chosen allowing Fehr Graham to move forward with Engineering and Bid Letting to begin The Village of Kirkland 2018 Street project. Preliminary prices as shown on Fehr Graham Estimate.

**Public Works Expenditures for July 2018**

4. Approval to have Kuberski Concrete to replace the damaged concrete curb and sidewalk in the TIF area. These are the damages caused by the demolition of the building By Mr. Dave Englebrecht. Repair costs...\$ 2,585.00 + ~~\$2850.00~~ RESUR TIF
5. Approval to begin SCADA project including peripheral construction as needed...i.e. concrete, wiring, cabinet building and installation, and engineering. Approx cost is \$10,000 and part of \$77,100 budgeted within Water Improvement and Sewer Improvement Funds.
6. Approval to have Fehr Graham develop an Operating Manual for the Kirkland WWTP including Aeration and D.O. specs. and rotation including estimated energy uses as prescribed by ComED for incentive Grants. Public Works is currently seeking ComEd Incentive Grants for our Water and WWTP facilities and it has become apparent this information is required for submission of the applications. Approx. Cost is \$4,000 and is budgeted within Water Improvement and Sewer Improvement Funds.

# Proposal

KUBERSKI CONCRETE  
PO BOX 517  
KIRKLAND IL 60146  
815 - 752 - 1919  
KUBERSKICONCRETE@GMAIL.COM

*MAIN ST DAMAGED*

PROPOSAL SUBMITTED TO:	JOB NAME <i>Repair</i>	JOB #
ADDRESS <i>Kirkland IL 60146</i>	JOB LOCATION	DATE <i>6-1-18</i>
PHONE #	FAX #	ARCHITECT

We hereby submit specifications and estimates for:

<i>13'6" B-624 CURB TAKE OUT AND REPLACE</i>	<i>\$1320.00</i>
<i>15'x5'x5" MAIN SIDE WALK</i>	<i>565.00</i>
<i>28'x4'x4" DAMAGED SIDEWALK</i>	<i>700.00</i>

*USING 6 BAG CONCRETE MIX*

*BACK FILL & SEED AREAS*

We propose hereby to furnish material and labor - complete in accordance with the above specifications for the sum of:

\$ *Total 2,585.00* Dollars

with payments to be made as follows: *ON COMPLETION*

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

Respectfully submitted \_\_\_\_\_

Note - this proposal may be withdrawn by us if not accepted within \_\_\_\_\_ days.

## Acceptance of Proposal

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

Signature \_\_\_\_\_

Date of Acceptance \_\_\_\_\_

Signature \_\_\_\_\_



# Proposal

KUBERSKI CONCRETE  
PO BOX 517  
MIRKLAND IL 60146  
815 - 762 - 1919  
KUBERSKICONCRETE@GMAIL.COM

*TIFF Area*

PROPOSAL SUBMITTED TO:	JOB NAME	JOB #
ADDRESS	JOB LOCATION	
<i>Kirkland IL 60146</i>	DATE	DATE OF PLANS
<i>6-1-18</i>		
PHONE #	FAX #	ARCHITECT

We hereby submit specifications and estimates for:

<i>PASCH CORB in of Post Office</i>	<i>\$350.00</i>
<i>7'6" B-624 CORB Replaced</i>	<i>\$1300.00</i>
<i>40'x2'6" x6" concrete Replaced</i>	<i>\$1200.00</i>

*Using 6 1/2 BAGS concrete mix*

*Back FILL and seed AREAS*

We propose hereby to furnish material and labor – complete in accordance with the above specifications for the sum of:

\$ *2,850.00* Dollars

with payments to be made as follows: *ON COMPLETION*

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

Respectfully submitted \_\_\_\_\_

Note — this proposal may be withdrawn by us if not accepted within \_\_\_\_\_ days.

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Signature \_\_\_\_\_

Date of Acceptance \_\_\_\_\_

Signature \_\_\_\_\_