



Regular City Council Meeting

Crest Hill, IL

April 01, 2024

7:00 PM

Council Chambers

20600 City Center Boulevard, Crest Hill, IL 60403

Amended Agenda

Opening of Meeting:

Pledge of Allegiance

Roll Call

1. Conduct A Public Hearing with Respect To A Sign Ordinance Variation for the Lucky Brothers/Shell Gas Station located at 251 Caton Farm Rd. (Amended 4/1/2024)

Minutes:

2. Approve the Minutes from the Regular Meeting Held on March 18, 2024

3. Approve the Minutes from the Work Session Held on March 25, 2024.

City Attorney:

City Administrator:

4. Updated City Administrator's Report dated 3/28/2024

Public Works Department:

5. Approve Change Order No. 2 with Williams Brothers Construction, Inc. for the East Water Reclamation Facility Phosphorus Removal Upgrades with a Deduction in the Amount of \$54,145.09

City Engineer:

6. a) Award the Contract to H Linden & Sons Sewer and Water for the Parkrose Street Water Main Replacement and Road Reconstruction Improvement in the Amount of \$1,533,203.21

The Agenda for each regular meeting and special meeting (except a meeting held in the event of a bona fide emergency, rescheduled regular meeting, or any reconvened meeting) shall be posted at the City Hall and at the location where the meeting is to be held at least forty-eight (48) hours in advance of the holding of the meeting. The City Council shall also post on its website the agenda for any regular or special meetings. The City Council may modify its agenda for any regular or special meetings. The City Council may modify its agenda before or at the meeting for which public notice is given, provided that, in no event may the City Council act upon any matters which are not posted on the agenda at least forty-eight (48) hours in advance of the time for the holding of the meeting.

b) Resolution Approving an Agreement for Parkrose Street Water Main Replacement and Road Reconstruction Improvement by and Between the City of Crest Hill, Will County, Illinois and Christopher B. Burke Engineering, Ltd. for an Amount of \$183,137.00.

Community Development:

- [7.](#) Approve an Ordinance Amending Title 15 (Buildings and Construction), Chapter 15.09 (Inspection of Rental Units), Section 15.09.020 (Inspection Required) by Repealing Section 15.09.020(C) and Adding a New Section 15.09.080 (Registration Required) of the City of Crest Hill Code of Ordinances
- [8.](#) Approve an Ordinance Approving a Variation to the Crest Hill Zoning Ordinance with Respect to Certain Real Property (Application of Dainius Kasperavicius 2001 Noonan)
- [9.](#) Approve an Ordinance Granting a Special Use Permit and Parking Variation with Respect to Certain Real Property Located within the Corporate Boundaries of Crest Hill (Application of Cozy Pawz Accommodations, LLC)

Police Department:

- [10.](#) Approval to Replace Damaged Squad Car #939
- [11.](#) Approve an Ordinance Authorizing the Disposal of Surplus Personal Property Owned by the City of Crest Hill, Will County, Illinois

Mayor's Report:

City Clerk's Report:

City Treasurer's Report:

12. Regular and Overtime Payroll from March 11, 2024 to March 24, 2024 in the Amount of \$252,288.39
- [13.](#) Approval of the List of Bills issued through April 2, 2024, in the amount of \$3,839,396.01

Unfinished Business:

New Business:

Committee/Liaison Reports:

- [14.](#) Approve an Ad Insertion Agreement with Shaw Media for the 2024 Heritage Corridor Travel Guide

City Council Comments:

Public Comment:

Executive Session: If Called by Council for a Good Cause

Adjourn:



Agenda Memo

Crest Hill, IL

Meeting Date:	April 1, 2024
Submitter:	Ronald Mentzer, Interim Community and Economic Development Director
Department:	Community Development
Agenda Item:	Lucky Brothers 2 Inc./ Shell Gas Station Sign Ordinance Variation Requests

Land Use Summary

	Land Use	Comp Plan	Zoning
Subject Parcel:	Commercial	Local Commercial	B3
North:	Commercial/Public	Local Commercial/ Stateville	Uninc./M1
South:	Manufacturing	Light Industrial	M2
East:	Public Sewer Plant.	Heavy Industrial	M2
West:	Vacant	Multifamily	M2

Project Summary

The owner of the 3.15-acre property at the southwest corner of Caton Farm Road and Illinois Rt. 53/Broadway Street (the "Subject Property"), Shamir Mahani (the "Applicant"), is currently constructing a new Shell Gas station on the Subject Property. Karen Dodge of Municipal Resolutions has submitted a Sign Ordinance variation application on behalf of Mr. Mahani that, if approved by the City Council, would allow for a new pylon sign to be installed at the northeast corner of the Subject Property as reflected in attached **Exhibits A and B**. As proposed, the new pylon sign would be larger in area and taller in height than what is allowed under the City's Sign Ordinance. Specifics of the requested sign ordinance variations include:

- **Sign Ht.:** 15 feet allowed / 26 feet requested
- **Sign Area:** 70 sf. allowed / approximately 110 sf. requested (not including Rt. 66 emblem)

Analysis

In consideration of the request, the key points to consider include:

- The Applicant has stated the requested increased sign height and area will “allow semi-truck drivers to recognize that diesel fuel is available. The sooner we can notify the driver, the sooner they can react and turn into the lot.”
- Under the provisions of the Sign Ordinance, the Applicant would be permitted to install one 15-foot tall, 70 sf. (inclusive of a 20 sq. ft. electronic message board element) ground sign along Broadway Street and one along Caton Farm Road. The Applicant is proposing to install a single 26-foot tall, 110+/- sf. pylon sign adjacent to the southwest corner of Broadway Street and Caton Farm Road.
- The Applicant’s proposed 26-foot tall pylon sign provides 6+ feet of open space between the bottom of the lowest sign panel and the ground below.
- For comparison purposes, the monument signs installed in the recently completed Gas N Wash project at the northwest corner of Weber Road and Division Street comply with the City’s 15-foot height restriction and the primary monument sign is slightly smaller in area than what is being proposed by the applicant in this case (See **Exhibit C**). The Gas n Wash site is larger than 5.825 acres where the property/site involved in this case is 3.15 acres. The Gas n Wash monument signs have attractive decorative base where the proposed pylon sign in this case does not.
- Section 15.12.275 (B) (1) of the City Code states the City Council shall grant a variation to the Sign Code only when it shall have been determined, and recorded in writing, that all of the following standards are complied with:
 1. *That the property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations in that zone;*
 2. *That the plight of the owner is due to unique circumstances; and*
 3. *That the variation, if granted, will not alter the essential character of the locality.*
- The additional supplemental variation review standards contained in Section 15.12.275 (B)(2) of the Sign Ordinance are attached for your consideration as **Exhibit D**.

Staff Assessment

Based on staff’s review of the information submitted by the Applicant and contained in this report, staff does not feel the variations requested in this case are warranted. Community Development Department staff feels the Applicant should be directed to comply with the City’s monument sign height requirements and reduce the sign to less than 100 sf. in area which would still require the approval of a variation for increased sign area if it exceeds 70 sf. Staff recommends the City’s approval of any sign ordinance variation(s) in this case be conditioned upon:

1. The Applicant constructing a masonry base for the proposed ground sign.
2. The Applicant installing decorative landscaping around the base of the proposed sign.
3. A restriction that would prohibit the installation of a second ground/monument sign on the Subject Property

Recommended City Council Action

Conduct the required public hearing and either (i) direct the Applicant to revise the design of the proposed sign **or** (ii) direct the City attorney to prepare an ordinance to approve the Applicants requested Sign Ordinance variations.

Financial Impact: Not applicable for this case.

Funding Source:

Budgeted Amount:

Cost:

Attachments: Exhibits A-D.

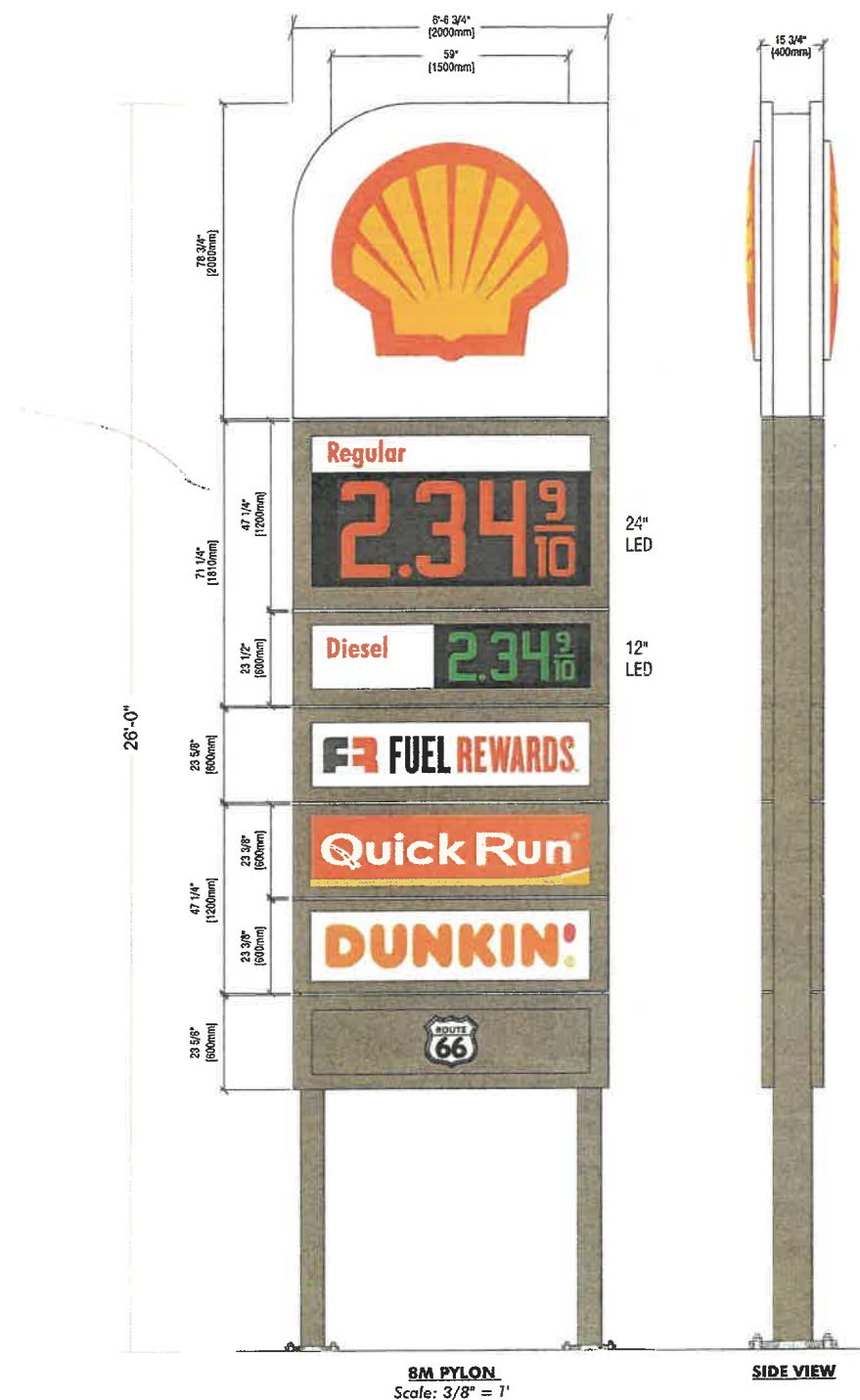


Exhibit A

SCALE: NTS

December 13, 2023 ACCOUNT REPRESENTATIVES: JJ Weber

DESIGNER: JR

PROJECT #: 0487

THESE CONCEPT DRAWINGS ARE NOT FOR CONSTRUCTION PURPOSES. THE INFORMATION CONTAINED HEREIN IS INTENDED TO EXPRESS DESIGN INTENT ONLY IS SUBMITTED FOR USE IN CONNECTION WITH THE PROJECT BEING PLANNED FOR YOU. THIS ORIGINAL CONCEPT DESIGN IS THE SOLE PROPERTY OF CREATIVE RETAIL SOLUTIONS (EXCEPT REGISTERED TRADEMARKS). IT CANNOT BE REPRODUCED, COPIED OR EXHIBITED, IN WHOLE OR IN PART, WITHOUT FIRST OBTAINING WRITTEN CONSENT FROM CREATIVE RETAIL SOLUTIONS (CRS). THIS DRAWING IS NOT TO SCALE. FOR ALL QUESTIONS REGARDING THE SCOPE OF THE PROJECT, PLEASE CONTACT CREATIVE RETAIL SOLUTIONS.

REVISION #: 01

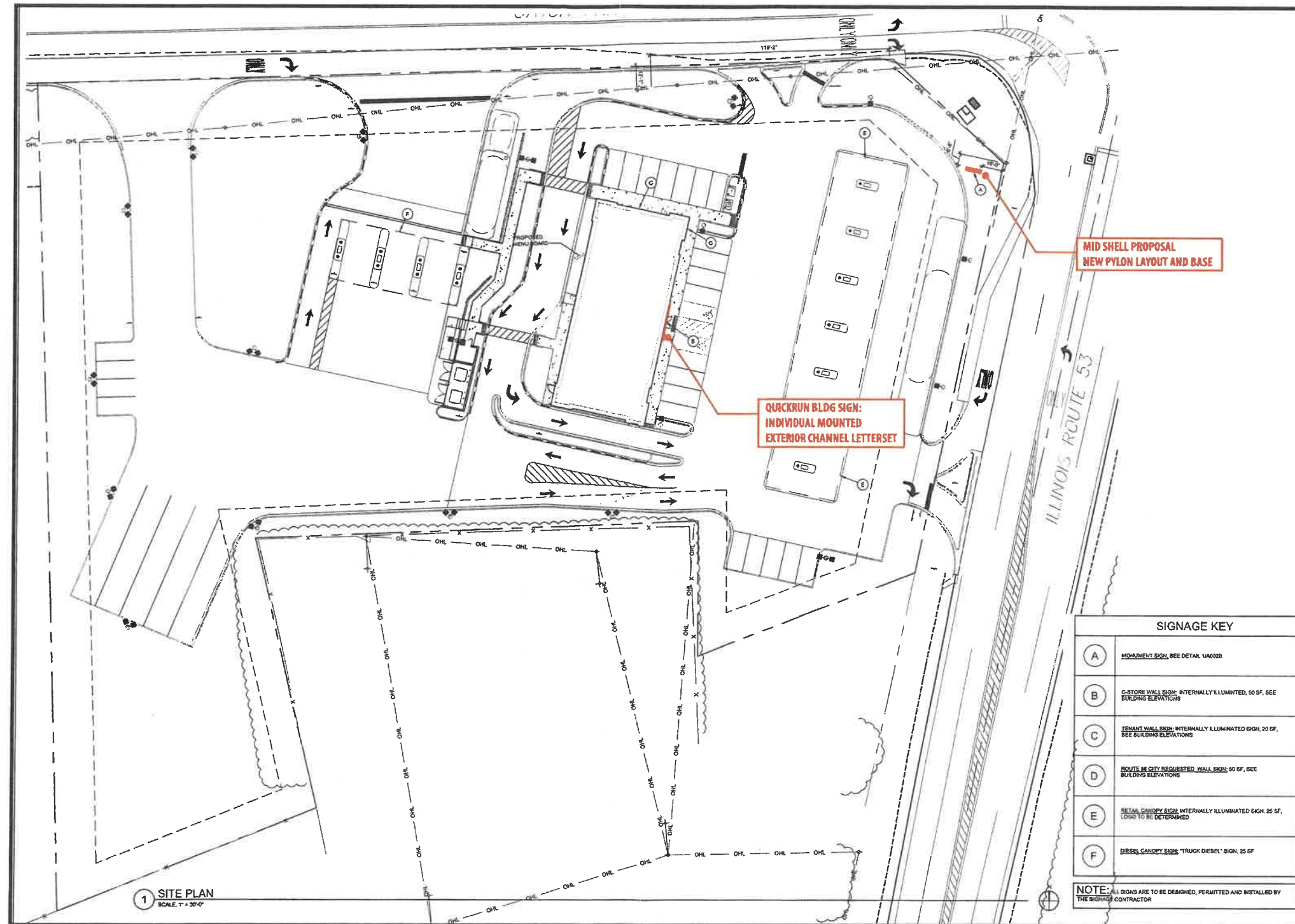


Exhibit B

SCALE: NTS

December 13, 2023 ACCOUNT REPRESENTATIVES: JJ Weber

DESIGNER: JR

PROJECT #: 0487

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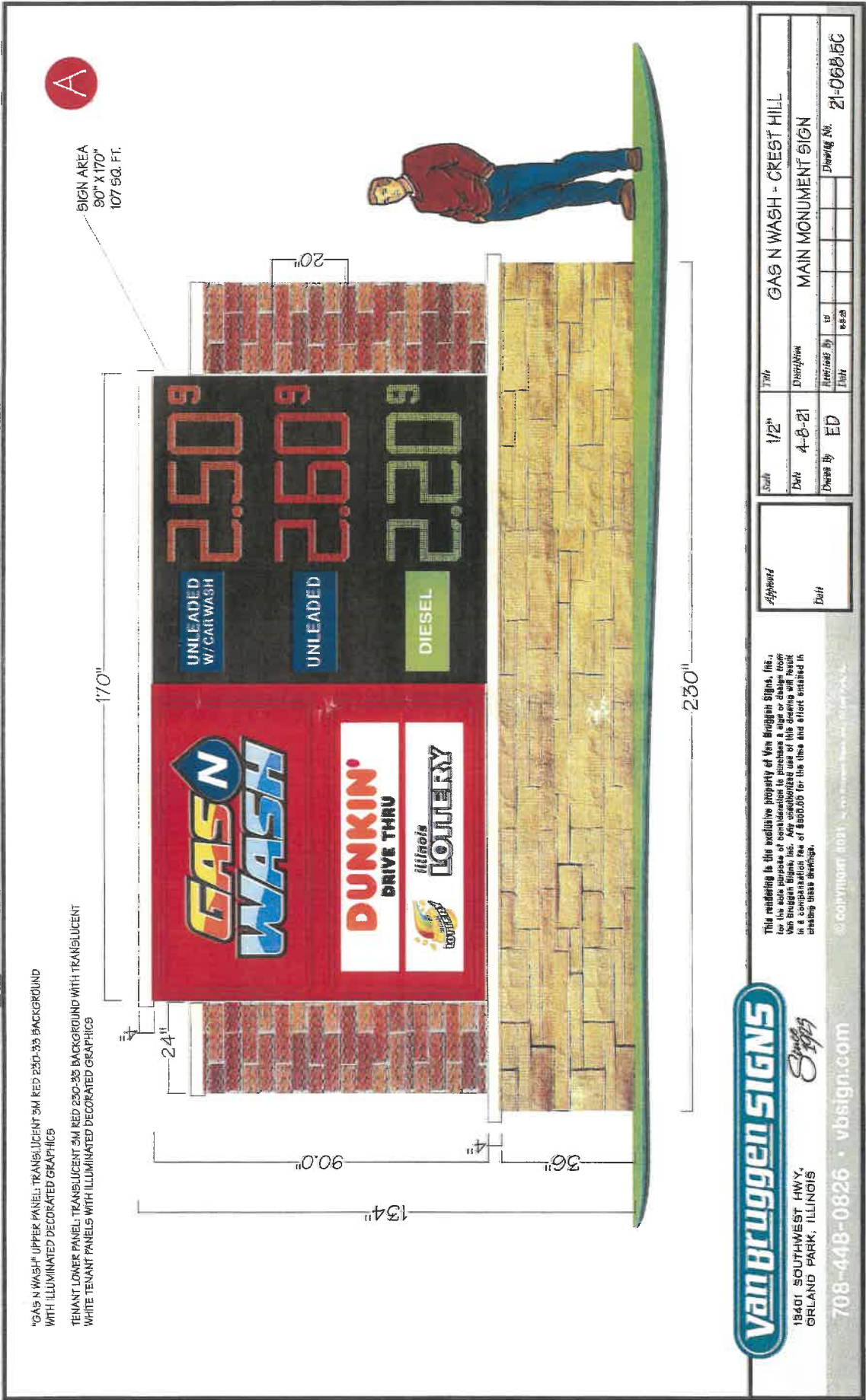


Exhibit D

SUPPLEMENTAL SIGN ORDINANCE VARIATION REVIEW STANDARDS

For the purpose of supplementing the Sign Ordinance Variation approval standards outlined in Section 15.12.275 (B) (1) of the City Code, the City Council, in making the determination, whenever there are particular hardships, shall also take into consideration the extent to which the following facts, favorable to the applicant, have been established by the evidence:

- 1. That the particular physical surroundings, shape, or topographical condition of the specific property involved would result in a particular hardship upon the owner, as distinguished from a mere inconvenience, if the strict letter of the regulations were carried out.*
- 2. The conditions upon which the petition for a variation is based are unique to the property owner for which the variation is sought and are not applicable, generally, to the other property within the same zoning classification.*
- 3. That the alleged difficulty or hardship is caused by the Ordinance and has not been created by any person presently having an interest in the property.*
- 4. That the proposed variation will not impair an adequate supply of light and air to adjacent property or substantially increase congestion in the public streets or increase the danger of fire, or endanger the public safety, or substantially diminish or impair property values within the adjacent neighborhood.*
- 5. That the variation does not permit a use otherwise excluded from the particular zone except for uses authorized by the Plan Commission, subject to the approval of the City Council, as "similar and compatible uses."*
- 6. That the variation granted is the minimum adjustment necessary for the reasonable use of the land.*
- 7. That the granting of any variation is in harmony with the general purposes and intent of the Zoning Ordinance, and will not be injurious to the neighborhood, be detrimental to the public welfare, alter the essential character of the locality, or be in conflict with the Comprehensive Plan for development of the City Administration and Enforcement City of Crest Hill.*
- 8. That, for reasons fully set forth in the recommendations of the Plan Commission, and the report of the City Council, the aforesaid circumstances or conditions are such that the strict application of the provisions of the Zoning Ordinance would deprive the applicant of any reasonable use of his land. Mere loss in value shall not.*

MINUTES OF THE REGULAR MEETING
CITY COUNCIL OF CREST HILL
WILL COUNTY, ILLINOIS
March 18, 2024

The regular meeting of the City of Crest Hill was called to order by Mayor Raymond R. Soliman at 7:00 p.m. in the Council Chambers, 20600 City Center Boulevard, Crest Hill, Will County, Illinois.

The Pledge of Allegiance was recited in unison.

Roll call indicated the following present: Mayor Raymond Soliman, City Treasurer Glen Conklin, City Clerk Christine Vershay-Hall, Alderman Scott Dyke, Alderman John Vershay, Alderman Darrell Jefferson, Alderwoman Claudia Gazal, Alderperson Tina Oberlin, Alderman Mark Cipiti, Alderman Joe Kubal.

Also present were: Interim City Administrator Tony Graff, Police Chief Ed Clark, City Engineer Ron Wiedeman, Interim Public Works Director Mike Eulitz, Interim Director of Community Development Ron Mentzer, City Attorney Mike Santchi, Deputy Clerk Karen Kozerka.

Absent were: Alderman Nate Albert, Finance Director Lisa Banovetz, Interim City Planner Maura Rigoni, Building Commissioner Don Seeman.

Mayor Soliman informed everyone that he received a message from Alderman Albert, and he is excused from this meeting.

PUBLIC HEARING: Conduct a Public Hearing with Respect to a Sign Ordinance Variation for the Will County Children's Advocacy Center located at 1206 Cedarwood Drive.

(#1) Motion by Alderperson Oberlin seconded by Alderwoman Gazal, to Open a Public Hearing for a Sign Ordinance Variation for the Will County Children's Advocacy Center located at 1206 Cedarwood Drive, per the memo dated March 18, 2024.

On roll call, the vote was:

AYES: Ald. Dyke, Vershay, Jefferson, Gazal, Oberlin, Cipiti, Kubal.

NAYES: None.

ABSENT: Ald. Albert.

There being seven (7) affirmative votes, the MOTION CARRIED.

The Public Hearing was opened at 7:01 p.m.

Interim Community Development Director Ron Mentzer commented that the city sign ordinance requires any variance request to the sign ordinance be heard by the City Council at a Public Hearing. This is a request from Will County which would allow a new sign that they are proposing to install at the new Children's Advocacy Center located at 1206 Cedarwood Drive. This would be an electronic message board that would be larger than what is normally permitted under the city's sign regulations. The electronic board sign is approximately twenty-eight square feet in area and the sign regulations that normally apply

to these types of signs limit the sign area to twenty square feet in area. He commented that all other aspects of this sign comply with the provisions of the city's sign regulations. Interim Director Mentzer commented that technically since this is a corner lot they are allowed two monument signs, and they are only proposing one monument sign.

Based on the staff's review they believe the sign meets the standards for approval of a variation and this sign is going to be installed to provide public information and notices. It is not going to be used for commercial advertising purposes. This sign will be far away from residential properties.

Staff is recommending that the approval of the sign ordinance variation request include and be conditioned on items, such as:

- The applicant shall install decorative landscaping around the base of the sign.
- The electronic message board component of the sign shall be equipped with technology that automatically dims the message board as the amount of ambient light in the sky reduces to prevent an unnecessarily bright sign during cloudy periods and after dark.
- No additional exterior electronic message board signage shall be allowed or installed on the subject property.
- The sign design and location shall be substantially consistent with the application materials submitted by the applicant.

Mayor Soliman asked if the Council members had any questions or comments.

Alderperson Oberlin commented that this is very nice and appealing. She also commented that this is a wonderful organization that takes care of our children, and she is very proud to have this organization in the City of Crest Hill.

Mayor Soliman asked if anyone from the Children's Advocacy Center would like to approach the podium and make a comment for the record.

Ken Gray, Deputy State's Attorney for James Glasgow, approached the podium and apologized for Mr. Glasgow not being in attendance this evening. Ken commented that the Will County Children's Advocacy Center is Mr. Glasgow's baby. He started this in 1995 with a grant from DCFS, and a generous contribution of St. Joe's at the time, and Paul Pawlak of Silver Cross Hospital is where the first Children's Advocacy center was. The slogan for the Advocacy Center is 'Hope, Healing, and Justice for Abused Children. This Advocacy Center is partners with all Law Enforcement. He commented that they are very proud and happy to be in Crest Hill.

Lisa Morel Las, Executive Director of the Advocacy Center, commented that they have been looking for years for a home where the Children's Advocacy Center could go and when we heard that the property might be on the market, we were thrilled. The property is perfect. They just moved in last week and are close to starting up. Lisa commented that when they say they work with abused children, which would be children from ages three to seventeen years old throughout entire Will County. This location will bring police officers, law enforcement, DCFS, assistant state's attorneys, and therapists to the center

every day from all over Will County. The operating hours are 8:30 a.m. through 4:30 p.m., but we are called out at times when children are involved in murders during the night and must do an interview in the middle of the night, or we get called out for any children who have been sexually, physically abused, or sexually exploited trafficked children. Lisa stated that they are the only agency in Will County that offers trauma therapy for abused children. She also commented that any child who receives therapy at our agency, Mr. Glasgow, is adamant that that child can always come back when needed and is free of charge.

Lisa also commented that the sign that is being discussed is being provided by a donor that is paying for the entire cost of the sign.

Kevin Meyers, an Assistant State's Attorney, commented that he is assigned to work with the CAC (Children's Advocacy Center). He commented that he is there to talk about why they need the variation from a legal aspect. He commented that they do not have any goal to have the sign as an economic benefit. Without making this sign directly viewable by the public the societal benefit is not fully realized. This is a unique set up where people come in the middle of the night and parents are bringing their children to the center during the child's darkest day and we need to make this sign visible, so added stress is taken away while trying to find the center.

He commented that this will not alter the neighborhood, and they do have dimming technology with dynamic adjustments.

Lino Carrillo, from Express Signs & Lighting Maintenance in Shorewood, Illinois, commented that they have been contracted to design, fabricate, and install the sign. The sign is top of the line, with auto dimming technology that can dim down to one percent.

Mayor Soliman asked if any Council members have any questions for Lino or the Advocacy Center.

Alderwoman Gazal asked what the dimensions of the entire sign are. Lino commented that the message center is four foot two inches in height and seven foot six inches in diameter and eleven feet six inches in total from the ground. Interim Director Mentzer commented that the bottom of the message board is approximately three feet off the ground.

Mayor Soliman asked if there were any residents who would like to make a comment.

Joann Bennett, President for Park Place on the Green Association, commented that their fence backs up to the center and they are concerned if the light will be coming through to their homes. She also commented that she is concerned they would be coming there in the middle of the night. She asked if the sign would always be on.

Gayle Crompton, Treasurer for Park Place on the Green Association, commented that Children's Advocacy has done wonders for Will County and thanked them. She also commented that she is concerned about how large the sign would be. She also asked when the sign would dim. Leno approached the podium, explained the dimensions of the sign, and stated it would not be flashing but have images that would change. Leno explained that there is a light sensor built in the unit and will dim always, even down to one percent, if it is dark.

Lisa commented that their intention is to be good neighbors and wanted to invite anyone to the open house which will be on April 8, 2024 at 1:00 p.m. and would like someone from the City Council to be there.

Pam Pryzbylo, a resident of Park Place on the Green, commented that she is concerned the sign could obstruct where they would turn. Alderperson Oberlin commented that with the setback she does not feel this sign will cause any problems with obstruction.

Alderwoman Gazal asked the police chief for his police perspective on this. Chief Ed Clark commented that from a police perspective he does not feel it will be an issue since it is offset enough. Chief Clark also commented that as far as the afterhours, there will be no issues with that, the advocacy center are great people.

Alderwoman Gazal commented that she thinks this is an amazing thing and will be good for the City of Crest Hill.

Mayor Soliman commented that the City of Crest Hill has had a great relationship with the Children's Advocacy Center for many years. He also commented that there will be many police officers in the building when someone is inside that building. Mayor Soliman stated that this is a tremendous asset to our city.

Alderperson Oberlin commented that she wants to repeat that the work this center does in a loving and caring way for our children when they are at the most vulnerable time is so wonderful.

(#2) Motion by Alderperson Oberlin seconded by Alderman Jefferson, to Close a Public Hearing for a Sign Ordinance Variation for the Will County Children's Advocacy Center located at 1206 Cedarwood Drive, per the memo dated March 18, 2024.

On roll call, the vote was:

AYES: Ald. Vershay, Jefferson, Gazal, Oberlin, Cipiti, Kubal, Dyke.

NAYES: None.

ABSENT: Ald. Albert.

There being seven (7) affirmative votes, the MOTION CARRIED.

The Public Hearing was closed at 7:25 p.m.

Mayor Soliman commented that the formal vote will be at the April 1, 2024 Council meeting.

APPROVAL OF MINUTES: Mayor Soliman presented the minutes from the Regular Meeting held on March 4, 2024 for Council approval per the memo dated March 18, 2024.

(#3) Motion by Alderwoman Gazal seconded by Alderman Jefferson, to Approve the Minutes from the Regular Meeting Held on March 4, 2024 per the memo dated March 18, 2024.

On roll call, the vote was:

AYES: Ald. Oberlin, Cipiti, Kubal, Dyke, Jefferson, Gazal.

NAYES: None.

ABSTAIN: Ald. Vershay.

ABSENT: Ald. Albert

There being six (6) affirmative votes, the MOTION CARRIED.

Mayor Soliman presented the minutes from the Work Session meeting held on March 11, 2024 for Council approval per the memo dated March 18, 2024.

(#4) Motion by Alderwoman Gazal seconded by Alderman Jefferson, to Approve the Minutes from the Work Session Meeting Held on March 11, 2024 per the memo dated March 18, 2024.

On roll call, the vote was:

AYES: Ald. Cipiti, Kubal, Dyke, Jefferson, Gazal, Oberlin.

NAYES: None.

ABSTAIN: Ald. Vershay.

ABSENT: Ald. Albert.

There being six (6) affirmative votes, the MOTION CARRIED.

CITY ATTORNEY: City Attorney Mike Santchi requested to Approve a Resolution Authorizing the Engagement of the Law Office of Theresa A. Berkey to Represent the City of Crest Hill in a Collections Matter, and Appointing Said Law Firm as Special Counsel to the City of Crest Hill per the memo dated March 18, 2024.

(#5) Motion by Alderman Dyke seconded by Alderman Vershay, to Approve a Resolution Authorizing the Engagement of the Law Office of Theresa A. Berkey to Represent the City of Crest Hill in a Collections Matter, and Appointing Said Law Firm as Special Counsel to the City of Crest Hill per the memo dated March 18, 2024.

On roll call, the vote was:

AYES: Ald. Jefferson, Gazal, Oberlin, Cipiti, Kubal, Dyke, Vershay.

NAYES: None.

ABSENT: Ald. Albert.

There being seven (7) affirmative votes, the MOTION CARRIED.

Resolution #1210

CITY ADMINISTRATOR: Interim City Administrator Tony Graff commented that he has no agenda items for tonight but can answer any questions.

Alderwoman Gazal asked the administrator if there is a reason we have not had an update or communication report. Interim Administrator Graff commented that he has sent out an email with a spreadsheet from our staff meeting which has all the projects and tasks with notes and deadlines. Alderwoman Gazal commented that she did receive that, and she is talking about an actual report of how the week went and with whom you have met. Alderwoman Gazal also commented that it was her understanding from the beginning that is something you were going to do. Interim Administrator Graff commented that the spreadsheet he uses is very precise and gives updates along with the tasks that the staff are working on. He also commented that he can add more detail, if wanted. Alderwoman Gazal commented that she is not talking about that, she wants more information on situations that are dealt with on a weekly basis, such as a person resigning. Interim Administrator Graff commented that he would work on that.

PUBLIC WORKS DEPARTMENT: Interim Public Works Director Mike Eulitz requested Approval of Pay Request #14 from Vissering Construction Inc. with Direction to Send it to the IEPA for Approval and Disbursement for a Total Amount of \$1,766,070.87 per the memo dated March 18, 2024. This is for the West Plant expansion project.

(#6) Motion by Alderperson Oberlin seconded by Alderwoman Gazal, to Approve Pay Request #14 from Vissering Construction Inc. with Direction to Send it to the IEPA for Approval and Disbursement for a Total Amount of \$1,766,070.87 per the memo dated March 18, 2024.

On roll call, the vote was:

AYES: Ald. Kubal, Dyke, Vershay, Jefferson, Gazal, Oberlin, Cipiti.

NAYES: None.

ABSENT: Ald. Albert.

There being seven (7) affirmative votes, the MOTION CARRIED.

Interim Public Works Director Mike Eulitz updated the mayor and the City Council regarding what the Public Works Department has been doing the last couple of months. He commented that since there was not much snow, they have been cleaning catch basins and doing watermain and storm sewer repairs, picking up trash in locations as we have been going along fixing potholes. He also commented that they have been locating all the B-Box locations for the large ongoing meter replacement project.

Alderman Cipiti commented that during the winter from the result of the snow there were mailboxes that were damaged, and the residents received temporary mailboxes and wondered when the city crews will be out to replace the mailboxes with permanent mailboxes.

City Engineer Ron Wiedeman commented that the policy in the city has been that the property owners would replace their mailbox, and the city would reimburse the owner up to a certain dollar amount. Interim Director Eulitz commented that he would make sure to look into this.

CITY ENGINEER: City Engineer Ron Wiedeman requested to Approve a Resolution for an Agreement for Wilcox Street Storm Sewer Project by and between the City of Crest Hill, Will County, Illinois and Christopher B. Burke, Ltd. per the memo dated March 18, 2024.

(#7) Motion by Alderman Dyke seconded by Alderman Vershay, to Approve a Resolution for an Agreement for Wilcox Street Storm Sewer Project by and between the City of Crest Hill, Will County, Illinois and Christopher B. Burke, Ltd. per the memo dated March 18, 2024.

On roll call, the vote was:

AYES: Ald. Gazal, Oberlin, Cipiti, Kubal, Dyke, Vershay, Jefferson.

NAYES: None.

ABSENT: Ald. Albert.

There being seven (7) affirmative votes, the MOTION CARRIED.

Resolution #1211

City Engineer Ron Wiedeman requested to Approve the Execution of the License Agreement with Natural Gas Pipeline Company of America LLC for an Easement in the Northeast Corner of Caton Farm Rd and Weber Rd. per the memo dated March 18, 2024.

(#8) Motion by Alderperson Oberlin seconded by Alderwoman Gazal, to Approve the Execution of the License Agreement with Natural Gas Pipeline Company of America LLC for an Easement in the Northeast Corner of Caton Farm Rd and Weber Rd. per the memo dated March 18, 2024.

On roll call, the vote was:

AYES: Ald. Dyke, Vershay, Jefferson, Gazal, Oberlin, Cipiti, Kubal.

NAYES: None.

ABSENT: Ald. Albert.

There being seven (7) affirmative votes, the MOTION CARRIED.

Resolution #1214

Alderperson Oberlin commented that she forgot to thank Interim Director Eulitz for correcting all the documents to read the correct address and she commented that she appreciates his efforts.

ECONOMIC DEVELOPMENT DEPARTMENT: Interim Director of Community Development Ron Mentzer requested to Approve a Resolution for a Policy Regarding Permit Fee Waivers for Overlapping Governmental Jurisdictions per the memo dated March 18, 2024. This would authorize the Director of Community Development or the Building Commissioner to waive up to \$2,500.00 in permit or application fees for overlapping governmental districts.

(#9) Motion by Alderman Dyke seconded by Alderperson Oberlin, to Approve a Resolution for a Policy Regarding Permit Fee Waivers for Overlapping Governmental Jurisdictions per the memo dated March 18, 2024.

On roll call, the vote was:

AYES: Ald. Vershay, Jefferson, Gazal, Oberlin, Cipiti, Kubal, Dyke.

NAYES: None.

ABSENT: Ald. Albert.

There being seven (7) affirmative votes, the MOTION CARRIED.

Resolution #1212

Interim Director of Community Development Ron Mentzer requested to Approve a Resolution Adopting the 2024 Zoning Map for the City of Crest Hill, Will County, Illinois per the memo dated March 18, 2024. This is an annual responsibility. The city must adopt a new zoning map to reflect the various zoning and special use approvals that the city council has granted in the prior year. He commented that in 2023 there were six special use and rezoning granted.

(#10) Motion by Alderperson Oberlin seconded by Alderman Dyke, to Approve a Resolution Adopting the 2024 Zoning Map for the City of Crest Hill, Will County, Illinois per the memo dated March 18, 2024.

On roll call, the vote was:

AYES: Ald. Jefferson, Gazal, Oberlin, Cipiti, Kubal, Dyke, Vershay.

NAYES: None.

ABSENT: Ald. Albert.

There being seven (7) affirmative votes, the MOTION CARRIED.
Resolution #1213

Interim Director of Community Development Ron Mentzer requested to Approve the Waiver of the Permit Fee of \$15,810.00 for the Salt Dome Located at 1240 Caton Farm Road per the memo dated March 18, 2024. The city has not incurred any outside consulting cost for this permit.

(#11) Motion by Alderman Vershay seconded by Alderwoman Gazal, to Approve the Waiver of the Permit Fee of \$15,810.00 for the Salt Dome Located at 1240 Caton Farm Road per the memo dated March 18, 2024.

On roll call, the vote was:

AYES: Ald. Oberlin, Cipiti, Kubal, Dyke, Vershay, Jefferson, Gazal.

NAYES: None.

ABSENT: Ald. Albert

There being seven (7) affirmative votes, the MOTION CARRIED.

POLICE DEPARTMENT: Police Chief Ed Clark commented that he had no agenda items but would like to give an update on the Polar Plunge. Chief Clark stated that the Polar Plunge was a success and they raised \$1,000.00. He also announced that 'Cop on a Rooftop' is scheduled for June 17, 2024 from 5:00 a.m. through 12:00 p.m. at our Dunkin Donuts location on Plainfield Road.

He also wanted to thank the Will County Sheriff's Office and Illinois State Police for their assistance in the terrible crash we had on Plainfield Road. They were helpful with the reconstruction, and we were on the scene for eleven hours. They now have the vehicle involved and these agencies were helpful. Chief Clark thanked the officers on the scene for their work during the long hours.

MAYOR: Mayor Raymond Soliman requested to Approve a Class A Liquor License for JC Catchers Tap Located at 1723 N. Center Street per the memo dated March 18, 2024. He commented that Mr. Anthony Kavaliunas is purchasing the building and business from John Cox who is the current owner. The name of the establishment and the kitchen will remain the same.

(#12) Motion by Alderman Dyke seconded by Alderman Vershay, to Approve a Class A Liquor License for JC Catchers Tap Located at 1723 N. Center Street per the memo dated March 18, 2024.

On roll call, the vote was:

AYES: Ald. Gazal, Oberlin, Cipiti, Kubal, Dyke, Vershay, Jefferson.

NAYES: None.

ABSENT: Ald. Albert.

There being seven (7) affirmative votes, the MOTION CARRIED.

Mayor Raymond Soliman requested to Approve an Ordinance Amending Section 5.08.280-Restrictions and Prohibitions of Chapter 5.08 (Alcoholic Beverages) of Title 5 (Business Licenses and Regulations) of the City of Crest Hill Code of Ordinances per the memo dated March 18, 2024. This is for an amendment to the Class Q BYOB permit for

Mr. Don White, owner of White, Smoke & Ash. This will add additional language to allow alcohol outside on the patio area which is gated and restricted.

(#13) Motion by Alderman Cipiti seconded by Alderman Jefferson, to Approve an Ordinance Amending Section 5.08.280-Restrictions and Prohibitions of Chapter 5.08 (Alcoholic Beverages) of Title 5 (Business Licenses and Regulations) of the City of Crest Hill Code of Ordinances per the memo dated March 18, 2024.

On roll call, the vote was:

AYES: Ald. Kubal, Dyke, Vershay, Jefferson, Gazal, Oberlin, Cipiti.

NAYES: None.

ABSENT: Ald. Albert.

There being seven (7) affirmative votes, the MOTION CARRIED.

Ordinance #1975

Mr. Don White approached the podium and thanked everyone for the support of White, Smoke & Ash and he appreciates everything they do for them.

Mayor Soliman mentioned that most have heard the Governors Press Release regarding the closure of the Stateville Penitentiary. Mayor Soliman read his statement that was drafted after the announcement was made by Governor Pritzker.

Mayor Soliman read his statement that he had given it to all the local media that had contacted him on Friday morning.

“Yesterday, senior City officials were notified by the State of Illinois Department of Corrections that it is set to begin the process that could lead to the demolition, reconstruction, and potential expansion of the Stateville Correctional Center within the next three to five years. While the State has not yet finalized its plans for the Stateville facility, it has made it clear it is committed to collaborating closely with all stakeholders that will be impacted by this potential project, including the City of Crest Hill. The City of Crest Hill looks forward to learning more details about the planned new, state-of-the-art, Stateville Correctional Center and collaborating with the Department of Corrections to ensure local concerns are effectively addressed and the overall Stateville site is improved and enhanced in conjunction with this project. We are looking forward to working with the State of Illinois Department of Corrections. We are optimistic that these improvements and new facilities could produce economic development on some of the surrounding properties. We are also optimistic that this announcement will end the speculation and uncertainty of the future of this prison site.”

Mayor Soliman commented that Stateville Penitentiary has been here since 1925 and is in a very dilapidated condition where improvements need to be made. In the last several years they have threatened to close this facility, which would be very detrimental to the City of Crest Hill. The City of Crest Hill depends on the penitentiary for sewer and water, which started in Crest Hill in 1988 and accounts for about twenty-five percent of our sewer and water fund.

Mayor Soliman commented that there will be collaboration between them and the City of Crest Hill, along with our local senators and representatives. Mayor Soliman commented that this is better than receiving a phone call stating they are closing. He is hoping to get a

commitment that in three to five years the building will be demolished, and a new facility will be built and maybe some new facilities will be added along with this. The result will be beneficial.

Mayor Soliman announced that there will be a Veteran & Police Memorial Committee meeting to discuss the Memorial Day plans for 2024. This meeting will be on Tuesday, March 26, 2024 at 2:00 p.m. in the Community Room at the City Center.

Alderwoman Gazal commented that she was contacted by Sherry Williams on the Will County Board to notify her about Stateville and then she reached out to our lobbyist, which to find out he was not part of the meeting that the mayor had with the two interims and not our lobbyist. She commented that she felt it would have been nice for the mayor to notify our lobbyist. She also commented that she understands this will take three to five years but how will this affect our city and asked if we have a plan, and she would like to see the footprints of the facility. She also commented that this is probably why they have not given us the two hundred acres.

Mayor Soliman commented that the Lobbyist was not on the call/meeting with us since it came from the Governor's Office at 4:25 p.m. on Thursday and informed us who they invited to the zoom call. There were members from Will County and the Will County Governmental League, and we were also told by the Governor's Office to not discuss any of the comments of the zoom meeting until the Governor made the Press Release. He also commented that when he was given that order from the Governor's Office, he obeyed that order. He also stated that the Lobbyist found out because he called me on Friday morning after he heard it on the radio. Mayor Soliman then informed Alderwoman Gazal that they had a meeting with Representative Manley at the City Center on Friday morning and our Lobbyist was included.

Mayor Soliman informed the Council that he had a meeting this morning with Senator Cappel, along with Romeoville Mayor Noak and Joliet Mayor D'Arcy who was not able to attend. They discussed long range plans, short range plans, and phasing of projects, and wanted to know what the ideas are and in the mayor's opinion he is not certain the state knows their timeline regarding this.

Alderwoman Gazal commented that she hopes we can be very proactive and aggressive. She also commented that IML is having a Lobby Day on April 17, 2024 and she feels it would be good for the Council and thought we should put this on a work session to discuss it. Mayor Soliman commented that everyone was invited and could sign up for Lobby Day.

CITY CLERK: City Clerk Christine Vershay-Hall thanked her staff, Karen, and Samantha, for the wonderful job they have done this year with the business licenses. She commented that since the Council approved the tier program, we had nineteen businesses come in and pay, eighteen still owing, and five that have closed. She also commented that six businesses will have the inspector visit to verify if they are still in business.

Aldersperson Oberlin asked if any business came in wanting a refund since they paid the full amount. Clerk Vershay-Hall commented that no one has asked for a refund yet.

CITY TREASURER: City Treasurer Glen Conklin presented the regular and overtime payroll from February 26, 2024 through March 10, 2024 in the amount of \$253,793.37 per the memo dated March 18, 2024.

City Treasurer Glen Conklin requested Approval of the list of bills issued through March 19, 2024 in the amount of \$1,305,703.18 for Council approval per the memo dated March 18, 2024.

(#14) Motion by Alderperson Oberlin seconded by Alderman Jefferson, to Approve the list of bills issued through March 19, 2024 in the amount of \$1,305,703.18 for Council approval per the memo dated March 18, 2024.

On roll call, the vote was:

AYES: Ald. Cipiti, Kubal, Dyke, Vershay, Jefferson, Gazal, Oberlin.

NAYES: None.

ABSENT: Ald. Albert.

There being seven (7) affirmative votes, the MOTION CARRIED.

City Treasurer Glen Conklin apologized for the Treasurer Office not being able to distribute the property tax rebate checks in the usual timeframe. He stated that there have been several issues delaying the processing of this year's checks. He commented that some more significant tasks have taken up our staff's time related to our meter change out program, as well as a financial software change out, which has been difficult.

Alderwoman Gazal asked where we stand with the money that Stateville owes. Treasurer Conklin commented that that issue will be a Court matter but feels the new Stateville situation might give us a little leverage with the Department of Corrections.

Treasurer Conklin commented that losing that water sewer customer by the displacement during the process would be approximately a five percent knock to our sewer and water on the revenue side. He also commented that we are losing five percent of revenue, but we will also have less costs.

Mayor Soliman commented that from the preliminary agreement that there is language that if the Stateville Penitentiary closed there would be monetary assistance from the other five communities.

Treasurer Conklin commented that there will be a budget update very soon. We are currently still looking at a budget deficit on some of the sewer water items and capital projects, and the operating budget is still in the red and working to get voluntarily cuts to make that at least even.

Treasurer Conklin also commented that there will be discussion regarding the property tax rebate program, whether it will be to continue as is, modify to exclude businesses, or rental properties. There will be some options to consider that we can discuss in the future.

Alderwoman Gazal asked where we are at with the non-union salaries. Treasurer Conklin commented that most department heads have done their evaluations and now it will need to be put on a work session for discussions. Alderwoman Gazal commented that she sounds

like a broken record, but she is defending our department heads and our staff who are non-union employees.

UNFINISHED BUSINESS: There were no unfinished business items on the agenda.

NEW BUSINESS: There was no new business on the agenda.

COMMITTEE/LIAISON REPORTS: Alderperson Oberlin commented that the Lidice Ceremony will be on Sunday, June 9, 2024 at 11:00 a.m. This program will be merging with the Children's School and the Museum, and they will be sponsoring this since they have more financial abilities. Alderperson Oberlin commented that it will be the same program but just ran differently.

Alderman Dyke commented that he received a pricing chart from the Heritage Corridor, and he will contact them to see if Crest Hill is eligible for the legacy prices and he would like this to be on our next work session since the deadline is on April 5th. He also commented that he would like to see Crest Hill do both publications and would like this to go to formal vote on April 1, 2024.

COUNCIL COMMENTS: Alderperson Oberlin wished everyone a Happy Easter.

Alderwoman Gazal thanked Interim Director Mentzer for meeting with her today to discuss the Division strip mall and appreciates everything he is doing. She also wished everyone a Happy Easter and may the grace of Jesus be with you and your family forever.

Alderman Dyke wished the employees and family and residents of Crest Hill a joyous and Happy Easter.

PUBLIC COMMENT: Linda Dyke, a resident, approached the podium and thanked Chief Clark and other law enforcement agencies, and Attorney Mike Stiff in helping get the drug house cleaned and boarded up. She announced to all landlords that are in Crest Hill that there are two more houses that they are watching, and one is on Wilcox, and they are not going to stop until they are gone. She stated to not be afraid to email her husband, Scott Dyke at sdye@cityofcresthill.com or call the Police Department, take license plate numbers and do not be afraid.

Gayle Crompton, a resident, thanked everyone for a great meeting with much information given. She also commented that it is wonderful to live in Crest Hill and thanked everyone for listening to them.

Mayor Soliman informed the Council that there was a need for an executive session on Personnel 5 ILCS 120/2(c)(1).

(#15) Motion by Alderperson Oberlin seconded by Alderwoman Gazal, to go into executive session on Personnel 5 ILCS 120/2(c)(1).

On roll call, the vote was:

AYES: Ald. Jefferson, Gazal, Oberlin, Cipiti, Kubal, Dyke, Vershay.

NAYES: None.

ABSENT: Ald. Albert.

There being seven (7) affirmative votes, the MOTION CARRIED.

Executive Session 8:18 p.m.

(#16) Motion by Alderperson Oberlin seconded by Alderwoman Gazal, to reconvene from the executive session on Personnel 5 ILCS 120/2(c)(1).

On roll call, the vote was:

AYES: Ald. Vershay, Jefferson, Gazal, Oberlin, Cipiti, Dyke.

NAYES: None.

ABSENT: Ald. Albert, Kubal.

There being six (6) affirmative votes, the MOTION CARRIED.

Reconvened 9:14 p.m.

There being no further business before the Council, and no action needed from the executive session, a motion for adjournment was in order.

(#17) Motion by Alderman Dyke seconded by Alderman Vershay, to adjourn the March 18, 2024 Council meeting.

On roll call, the vote was:

AYES: Ald. Gazal, Oberlin, Cipiti, Dyke, Vershay, Jefferson

NAYES: None.

ABSENT: Ald. Albert, Kubal.

There being six (6) affirmative votes, the MOTION CARRIED.

The meeting was adjourned at 9:14 p.m.

Approved this _____ day of _____, 2024

As presented _____

As amended _____

CHRISTINE VERSHAY-HALL, CITY CLERK

RAYMOND R. SOLIMAN, MAYOR

MINUTES OF THE WORK SESSION
CITY COUNCIL OF CREST HILL
WILL COUNTY, ILLINOIS
March 25, 2024

The March 25, 2024 City Council work session was called to order by Mayor Raymond R. Soliman at 7:00 p.m. in the Council Chambers, 20600 City Center Blvd. Crest Hill, Will County, Illinois.

The following Council members were present: Mayor Raymond Soliman, City Clerk Christine Vershay-Hall, City Treasurer Glen Conklin, Alderman Scott Dyke, Alderman John Vershay, Alderman Darrell Jefferson, Alderwoman Claudia Gazal, Alderperson Tina Oberlin, Alderman Mark Cipiti, Alderman Joe Kubal.

Also Present were: Interim Administrator Tony Graff, Deputy Chief Jason Opiola, Finance Director Lisa Banovetz, Interim Human Resource Manager Dave Strahl, Interim Community Development Director Ron Mentzer, City Attorney Mike Stiff, Administrative Clerk Zoe Gates.

Absent were: Alderman Nate Albert, Police Chief Ed Clark, City Engineer Ron Wiedeman, Interim Public Works Director Mike Eulitz, Interim City Planner Maura Rigoni.

Mayor Soliman informed everyone that Alderman Albert is excused from the meeting tonight.

TOPIC: Cable Television

Mayor Soliman commented that there is a candidate for this position, but he is asking to table this item. The applicant had a couple of additions he would like added to the contract and our city attorney will need to go over these items.

Mayor Soliman informed everyone that at the request of the applicant this will be tabled to April 8, 2024.

TOPIC: 2024 Heritage Corridor Travel Guide

Alderman Scott Dyke commented that this is something we have done in the past and since we had advertised last year, we are able to receive the legacy advertising size and rate. He commented that we have always had an eighth of a page and were paying approximately \$1,050.00 for that size. Alderman Dyke asked the Council members if we should do a quarter page for \$850.00 for both. He also commented that this needs to be turned in by April 5, 2024.

Mayor Soliman asked if anyone had an objection. There were no objections.

TOPIC: Request to replace damaged Squad Car

Deputy Chief Jason Opiola explained to the Council that Squad #939, a Ford Explorer Hybrid, was damaged in a crash on January 13, 2024. Fortunately, the officer was not injured badly in this wreck. The insurance company declared the car a total loss. The estimated cost of a new vehicle is approximately \$65,000.00 and the insurance company appraised our loss at \$28,174.77, leaving an approximate \$37,000.00 to replace this squad.

Alderman Dyke asked can the equipment related to the squad that is totaled be taken off and put on a new unit. Deputy Chief Opiola commented that anything that can be salvaged will be taken off to help with the cost.

Alderman Vershay asked how long it would take to get another vehicle. Deputy Chief commented that he does not have the time limit of when a new car would be available but would like this placeholder so when a hybrid vehicle becomes available, we can have the availability to do so.

Alderman Gazal asked if it is a good idea to add a line item when starting the new budget. Finance Director Lisa Banovetz commented that she had already included a vehicle purchase line item for police and there is \$37,000.00 in the budget and she did this since it is not a new addition but a replacement vehicle.

Alderman Oberlin asked if this wrecked vehicle was one of the vehicles that was going to be retired. Deputy Chief Opiola commented that he does not have that answer, but Deputy Chief Dobczyk handles fleet management and would be better to ask him.

Alderman Gazal asked how long it would be before we got the vehicle back. Deputy Chief Opiola commented that he does not know the availability of a hybrid vehicle since that is what they would prefer. He also commented that he is confident that we could get a gas vehicle quickly, but they would prefer the hybrid for the gas savings.

Mayor Soliman asked for an informal vote to replace squad #939 that was wrecked for a cost of approximately \$37,000.00/

AYES: Ald. Dyke, Vershay, Jefferson, Gazal, Oberlin, Cipiti, Kubal.

NAYES: None.

ABSENT: Ald. Albert.

Mayor Soliman stated this would be on the agenda for the meeting on April 1, 2024.

TOPIC: Approve Surplus

Deputy Chief Jason Opiola commented that this is a follow-up to the previous agenda item regarding the total loss of squad. He also commented that there is an ordinance in the packet for the disposal of surplus personal property.

Mayor Soliman asked for comments or questions. There were none.

Mayor Soliman asked for an informal vote for the ordinance declaring certain personal property.

AYES: Ald. Kubal, Cipiti, Oberlin, Gazal, Jefferson, Vershay, Dyke.

NAYES: None

ABSENT: Ald. Albert.

Mayor Soliman stated this would be on the agenda for the meeting on April 1, 2024.

TOPIC: Rental Property

Interim Director of Community Development Ron Mentzer commented that Tolemi's BuildingBlocks rental property registration website platform was approved by the Council at the August 7, 2023 meeting. This would allow people to register their rental properties with the city. He commented that they are ready to go live but before they go live, he recommends we revise the city code to include a registration fee. This fee would help offset the cost of the platform to the city.

Interim Director Mentzer commented that he is proposing a \$50.00 registration fee for buildings with six or less units and a building with seven or more would pay a \$75.00 registration fee.

Alderman Dyke asked if the \$50.00 registration fee is per units or building. Interim Director Mentzer commented that it is per building. Alderman Dyke commented that he does not think that is right to charge \$50.00 for a single-family rental home and charge the same for a unit with six or less units. Interim Director Mentzer commented that this would help us have accurate information and keep us up to date. Alderman Dyke commented that he feels it would be better to charge each unit \$10.00. Interim Director Mentzer commented that it would be up to the Council to decide but staff is comfortable with the way it is proposed.

Alderman Oberlin asked Alderman Dyke if he feels this is too much. Alderman Dyke commented that if a person has a single-family home for rent, they are paying the same amount as a person with multiple units. Alderman Oberlin commented that for a single family we should just charge \$25.00 and then for multiple units we charge \$50.00 and \$75.00. Alderman Oberlin also commented that this would help us recoup the money for the program costs.

Alderman Dyke asked if we could do \$20.00 for a single-family home and then \$50.00 for six or less.

Alderman Oberlin asked if we have a limit on how many units can be in a building. Administrative Clerk Zoe Gates commented that the zoning ordinance allows up to six units currently in our residential zoning and any more than that would be up to the Plan Commission and City Council.

Alderman Jefferson commented that he agrees with Alderman Dyke.

Interim Director Mentzer commented that the City of Crest Hill has almost 2,100 buildings that have six or fewer units and sixty-eight buildings with over six units.

Alderman Vershay commented that he feels it would be best to just have a price per unit.

Administrative Clerk Gates commented that the software company will be collecting the registration fee and paying the city once a month.

Mayor Soliman commented that it sounds as if no one is objecting to charging a registration fee but is against the disbursement of the costs.

Mayor Soliman asked if Interim Director Mentzer could get some numbers and come back to the Council for the next meeting.

Interim Director Mentzer thanked Clerk Gates for doing the work on this and pointing out the need for a registration fee to help offset the cost to the city. Clerk Gates commented that she has been wanting to get the rental properties in a better position for a long time.

TOPIC: Noonan Variance

Interim Director of Community Development Ron Mentzer commented that the property owner installed a large shed (12'x32') on his property without a permit and unfortunately where the shed was placed it is in the setback and in a utility easement. The Plan Commission did recommend the variation for approval to remain in its current location with conditions.

Interim Director Mentzer commented that if the Council approves this, we will document the conditions and have the owner acknowledge that the shed is in the easements and if we needed to get into the utility easements, we will have access and the city would not be responsible for any damage to the structure, if that access created damage. Also, the property owner would be responsible for restoring the area that was in those utility easements if damaged.

Aldersperson Oberlin asked if it needs to have a base placed under the shed. Interim Director Mentzer commented that it needs to be placed on a hard surface which is part of the building code requirements and right now it is sitting on bricks, stone and wood and it needs to be anchored to the hard surface.

Aldersperson Oberlin commented that she is upset after reading that the prior building inspector is still haunting us.

Mayor Soliman asked if the Council approves the variance, what will happen if the current owner sold the property. Interim Director Mentzer commented that it would go with the land and go to the new owner. There would be an 'Unconditional Agreement and Consent' form that would be attached to the special zoning ordinance and the current owner would sign and acknowledge that he has reviewed and will apply with those conditions, and this would be recorded against the property and would show up in any title search done.

Alderman Dyke asked if the owner agreed with moving the shed to place the proper base under it. Bill Thomas, the Chairman of the Plan Commission, commented that the owner has agreed to lift the shed up and pour the cement surface and set it back down.

Commissioner Thomas approached the podium and stated that the Plan Commission took a report under consideration from our city engineer. This report stated that there is an easement but there are no utilities under that easement, and it also stated that there is no indication of any flooding in that area. He also commented that the property owner did not get a permit because he did not build it and did not think it would need a building permit since it was built in Indiana and placed on his property.

Aldersperson Oberlin commented that the owner has worked really hard on that house and has done a lot to the house.

Alderwoman Gazal commented that it is not fair that this property owner gets to leave his shed on the easement, and it will open a can of worms.

Alderman Cipiti asked if this does not pass what does the property owner have to do. Interim Director Mentzer commented that he would have to relocate the shed and the building code violations would need to be taken care of and if he does not it will be a code enforcement administrative hearing issue.

Mayor Soliman asked for an informal vote.

AYES: Ald. Oberlin, Cipiti, Kubal, Jefferson, Dyke.

NAYES: Ald. Vershay.

ABSTAIN: Ald. Gazal.

ABSENT: Ald. Albert.

Mayor Soliman commented that this will be on the agenda for a formal vote on April 1, 2024.

TOPIC: Holland Special Use and Variation: Cozy Pawz

Interim Community Development Director Ron Mentzer commented that this would be a special use for a dog daycare/kennel with a parking variation at 2551 Theodore Street. This appeared before the Plan Commission in February and March. This is an existing four-unit metal building, and the business owner is looking to lease the north end of the building. She has operated this business in two other locations previously. The applicant plans to install a fence on the north side of the building. The Plan Commission thought this was a reasonable use of the property and recommended unanimous approval of the special use permit that would allow this business to operate in that space and subject to certain conditions. The Plan Commission also recommended approval of a parking variation that would allow the business to have fewer parking spaces that normally would be required under the city's zoning requirements.

Interim Director Mentzer commented that there were many people who came to the public hearing and testified in support of the business owner. There was one individual who did express his concern regarding the dogs barking.

Interim Director Mentzer commented that the dogs could stay overnight at this location and the way the special use recommendation is structured, it would allow someone to stay overnight in the building with the dogs.

Lisa Holland, the business owner, was in the audience and stated she is very grateful for the consideration.

Mayor Soliman asked for an informal vote.

AYES: Ald. Oberlin, Cipiti, Kubal, Dyke, Vershay, Jefferson, Gazal.

NAYES: None.

ABSENT: Ald. Albert.

Mayor Soliman commented that this will be on the agenda for a formal vote on April 1, 2024.

TOPIC: Discussion of the Public Works Director Recruitment Process

Interim Human Resource Manager Dave Strahl commented that previously the Public Works Director posting was presented to the City Council, and it was decided at that time to be tabled but Interim Manager Strahl wanted direction regarding when it could be posted and what the process would be.

It was also mentioned that the Community Development Director position has closed, and Interim Director Mentzer and Interim Manager Strahl are in the process of reviewing and evaluating the applicants.

Interim Manager Strahl commented that the City Council had directed staff to present the candidates they felt had minimally qualified, and pending the direction given tonight on the process of the Public Works Director, he is asking that that same process be implied to the Community Development Director process, as well.

Interim Manager Strahl commented that he is confident that himself and Interim Director Mentzer can provide the candidates to the City Council that they feel are most qualified and this would also apply to the Public Works Director position but with Interim Director Mike Eulitz.

Interim Manager Strahl also asked the Council what the proposed salary range would be for the Public Works Director. He also noted that the draft posting that originally went out had a number that was above the compensation study that was presented to the Council in February of 2023 and this study was based on 2022 with comparable communities.

Interim Manager Strahl commented that he knows the City Council wanted to wait on these positions until a permanent city administrator was hired so the new administrator could decide. He also commented that if these positions were already filled and whoever the city administrator would be coming in, is going to be collaborating with those people anyways and it would not matter if that city administrator had a weigh-in on these positions at this point. He also stated that if we choose the right people for these positions, they will be able to work with whomever the city administrator will be, especially since they have been reviewed by other professionals within the organization.

Interim Manager Strahl commented with all that said he is asking for direction from the Council on how the Council would like the staff to review the applicants, whether we can proceed with the posting, and what that salary range would be for posting purposes.

Alderperson Oberlin commented that she feels that if Interim Manager Strahl and Interim Director Eulitz present the top applicants to the Council for the Public Work Director position, and as long as all the resumes are available to the Council, if there are any questions, she personally would not have a problem with that, and same with the Community Development Director position but with Interim Manager Strahl and Interim Director Mentzer.

Alderwoman Gazal questioned the groupings in the salary study. Interim Manager Strahl commented that there is a grouping for the various positions, and he believed the Public Works Director, Police Chief, Finance Director, and Community Development Director are all in the same grouping which is category six. He also commented that unfortunately that was provided in his attachments, but it did not make it into the material for the Council

to review and offered to forward the material. Alderwoman Gazal asked if he knew why that happened and if the attachments were not pulled. He responded that yes unfortunately his attachments were not pulled and attached. Alderwoman Gazal commented that it looks like we play games here and it is funny how certain papers can be pulled but the rest is not. She then thanked Interim Manager Strahl for everything he does.

Treasurer Conklin asked if he had any thoughts on the timeline of when to do this. Interim Manager Strahl commented that we can post the Public Work Director this week and then recommend leaving open for approximately thirty days and posting it to the APWA, ILCMA.

Treasurer Conklin asked if the salary range would be with the COLA adjustments. Interim Manager Strahl commented that he recommended \$129,000.00 to \$169,000.00 and this was the amount recommended in the study for the actuals plus a two percent COLA for 2023. Treasurer Conklin asked if the Council is inclined to move this forward and is this something that would need a formal Council vote. Interim Manager Strahl commented that normally it would not but since he originally proposed a process and was directed to not post it by the Council, he did not move forward, so the question would be if they are wanting to direct him to proceed with the posting or continue to wait.

Alderwoman Gazal asked if the Council could have the rest of the missing paperwork in the next agenda and do we need to go into executive session for this. Interim Manager Strahl commented that he can include the missing paperwork and he feels it is fine to go to a public meeting since it is a study that has already been presented and is public information of salary ranges.

Attorney Stiff commented that you then can have an agenda item for Council direction, and you do not need an ordinance or a formal vote. Alderwoman Gazal asked if he could email the rest of the missing packet so the Council would have time to review it prior to the meeting. Interim Manager Strahl commented that he would email it and he is not sure why it was not included with the memo since it was one package, and it is strange that his packet/file was broken apart.

Alderman Cipiti asked if Interim Manager Strahl presented all the documents that you wanted to discuss tonight but they all did not appear on the agenda. Interim Manager Strahl commented that there were back-up items that were referenced in the memo that were not included in the agenda and he just realized that this evening when he was checking the items.

TOPIC: Revised Fiscal Year 2024-25 Budget

Treasurer Conklin commented that we still have a little more time, we are currently in the red ink on the budget, and we are needing to know if Council is willing to pass a budget in the red ink or whether there should be direction in regarding where to trim some expenses. He commented that the major concern for us is the General Fund, and the revenue projections are reasonable, but our expenses are outside of that. This is a matter of our wishes being greater than our projected income.

Alderwoman Gazal commented that she noticed there were some cuts from the engineer side and wondered what exactly was cut.

Finance Director Banovetz commented that the current projection for the current deficit is (\$6,747,127.00) and we were able to reduce that deficit by \$660,467.00. She then answered Alderwoman Gazal's question commenting that most of that was Engineer Wiedeman who cut some capital expenditure projects. She stated that he removed Phase II of the entrance signs for \$125,000.00, removal of the Theodore retaining wall project for \$475,000.00 and removal of city park improvements which was going to be offset by the DCEO grant but there is concern we could be waiting for the reimbursement a long time.

Director Banovetz commented that the biggest concern is the General Fund, which is rolling up a deficit of \$150,000.00, which may not sound like a material amount but if you think about increases in salaries and benefits and general cost for inflation and your expenses are out passing your revenue, there is a problem.

Director Banovetz commented that she had talked to the Interim City Administrator Graff regarding the new position that is budgeted in the Police Department for an Administrative Clerk position, and this would be a total with benefits approximately \$80,000.00. Alderwoman Gazal commented that she thought they already hired an administrative clerk. Director Banovetz commented that they did add a Clerk to replace the clerk that left, and they hired an additional person for their FOIA specialist, but they are looking to hire an additional full-time employee. Director Banovetz also stated from a conservative standpoint she feels since our budget is in deficit, we should not add another full-time employee. Alderwoman Gazal asked Deputy Chief Opiola who needed this position and why. Deputy Chief Opiola commented that he did not speak to Chief Clark regarding this position. He stated that we have the Records Supervisor, full-time clerk and a part-time clerk and he believes this would be for a second full-time clerk. He also commented that he does not want to speak on this since he does not have all the information and does not know what Chief Clark's reasoning would be. He then stated that the Records Division would be managed more under Deputy Chief Dobczyk since he manages more of the day-to-day operations. Alderwoman Gazal commented that the part-time person wanted the full-time position and wondered if we could just increase her to the full-time position.

Alderwoman Gazal commented that she read the article in the newspaper regarding El Guerro Grocery Store that they are opening another location in Joliet. She also commented that she remembered that they had wanted to increase their storage and their bakery section and when she saw the article she reached out to Sammy from El Guerro and Sammy told her there is a big possibility they would be closing the Crest Hill location. She also commented that Sammy stated they were upset they could not do the expansion at the Crest Hill location, and this is why they went to the Joliet location. Alderwoman Gazal commented to keep in mind that Walgreens is closing and now possibly El Guerro which is another six percent.

Treasurer Conklin commented that we are looking at approximately \$30,000.00 in sales tax gone and he would have thought Walgreens to be a big producer of sales tax, but they have never brought in more than the gas stations.

Treasurer Conklin commented that we picked up approximately \$8,000.00 from the Property Tax Rebate since we budgeted \$250,000.00. He commented that our big challenge is to cut some costs here because Director Banovetz has pushed the revenue to the point where we are comfortable but also uncomfortable.

Alderwoman Gazal also commented that we have been talking about cutting the property tax rebate program and she wanted to remind everyone that this was promised to the residents, even though I agree that we should have that money go towards fixing the streets. She also commented that the residents voted for this rebate, and we need to do a survey and ask them if they would rather have the check or put the money towards fixing the streets before the program is cut all together.

Treasurer Conklin commented that there needs to be some direction to see if you are looking to pass a deficit budget or looking to have \$150,000.00 in expenses trimmed.

Director Banovetz commented that the capital projects besides from the streets are a one-time project and the nice thing about the water/sewer projects is that those were factored into our rate study and the rates overtime will absorb that amount of money.

Interim Administrator Graff commented that we are in a good position, we know what the problem is and will address it. He also commented that he agreed with the treasurer regarding the sale of the old city hall helping but then we would need to put that into reserve or a restricted fund. As of right now, we have a fund balance that is unrestricted, and a policy can be created to start restricting that fund balance which will give more assurance that our bond rating stays healthy, and our auditors see that we are taking a responsible look and not just spending the reserves. He also commented that Director Banovetz has done a really good job with the department heads trying to find the few thousand dollars but getting to the \$150,000.00 mark is going to be hard. He also wanted to mention that if the part-time employee in the Police Department would want to become a full-time employee that would be a savings.

Treasurer Conklin commented that if we could find \$150,000.00 worth of cuts and pass the budget and as time goes on, we find our revenue projections were short, we could amend our budget. Alderperson Oberlin commented that if you think you can find cuts that is great, but she does not feel we should try and pass a balanced budget that is not going to be balanced throughout the year and this would not be a good idea.

Director Banovetz commented that possibly what the treasurer is talking about is holding off on the full-time position in the Police Department which would save \$80,000.00 and if things improve next year, then amend the budget to put that back in.

Duputy Chief Opiola commented that the Police Department position that we are speaking of is a Civil Service position and there is already a current list and if you do not go by the list there would be some legal issues and you would have to contact the union Attorney John Kelly. Director Banovetz commented that this position would have to be offered to the internal employees before going to the civil service list.

Director Banovetz commented that our insurance rate is increasing which will increase our premiums. She also commented that every time there is a claim brought against the city for whatever reason that goes to our experience rate and when our insurance carrier estimates what our premiums will be they look at that rate and our rate has increased by thirty percent.

Alderman Cipiti asked what that thirty percent would be in a dollar amount. Director Banovetz commented that it is about \$300,000.00.

PUBLIC COMMENT:

Stuart Soifer, a resident, commented that he wanted to make sure they are aware of the precedence that the Council is setting regarding the shed on Noonan Street. He stated that you are allowing residents to do something without getting the city's approval and then years later when they are caught, they will say that 'Adam Smith' employed by the city told me it was okay. He also stated that there have been past residents who had to take things down because they did not have a permit.

MAYOR UPDATES:

Mayor Soliman commented that on March 15, 2024 Interim City Administrator Graff, Interim Community Development Director Ron Mentzer, City Engineer Ron Wiedeman, and the Mayor met with Representative Natalie Manley and her Chief of Staff. Mayor Soliman stated that she is going to be issuing a \$250,000.00 grant to Crest Hill. He also commented that Representative Manley would like to distribute the \$250,000.00 grant into twenty-five \$10,000.00 grants to non-profit organizations within the City of Crest Hill or non-profit organizations within the regional area that the city deals with. Representative Manley would like each Council member to produce a list of twenty-five non-profit organizations that they would like to support. Mayor Soliman commented that we will combine the lists together and see who we have.

COMMITTEE/LIAISON UPDATES:

There were no Committee/Liaison updates.

CITY ADMINISTRATOR UPDATES:

Interim City Administrator Graff commented that he has a memo in the packet and if anyone has questions, they can give him a call.

Aldерwoman Gazal asked when they will be discussing the non-union salary raises. Treasurer Conklin commented that there is a placeholder for these salary raises, and we are waiting for one more and then we will have this on the agenda.

Aldерwoman Gazal also asked when the deadline for the budget is for the record. Treasurer Conklin stated for the record, the budget could pass without individual salaries being discussed. Aldерwoman Gazal commented that it is not going to pass without the salaries being discussed. Treasurer Conklin commented that would be one person's decisions on behalf of eight and if it is the Councils will to get those passed with a name then that is not on the Treasury Department. He also stated that from a budget standpoint it is not necessary to have that done prior.

Aldерperson Oberlin commented that she would like to have this discussion as well and if we can put a deadline on when people turn things in for the packet, then we can put a deadline on this.

Mayor Soliman asked for a motion to go into executive session on Personnel 5 ILCS 120/2(c)(1).

(#1) Motion by Alderperson Oberlin seconded by Alderwoman Gazal, to go into an executive session on Personnel 5 ILCS 120/2(c)(1).

On roll call, the vote was:

AYES: Ald. Cipiti, Kubal, Dyke, Vershay, Jefferson, Gazal, Oberlin.

NAYES: None.

ABSENT: Ald. Albert.

There being seven (7) affirmative votes, the MOTION CARRIED.

Executive Session 8:37 p.m.

(#2) Motion by Alderperson Oberlin seconded by Alderman Jefferson to reconvene from the executive session on Personnel 5 ILCS 120/2(c)(1).

On roll call, the vote was:

AYES: Ald. Dyke, Vershay, Jefferson, Gazal, Oberlin, Cipiti, Kubal.

NAYES: None.

ABSENT: Ald. Albert.

There being seven (7) affirmative votes, the MOTION CARRIED.

Reconvened at 10:45 p.m.

There being no further business before the Council, and no action needed from the executive session, the meeting is adjourned.

The meeting was adjourned at 10:45 pm.

Approved this _____ day of _____, 2024

As presented _____

As amended _____

CHRISTINE VERSHAY-HALL, CITY CLERK

RAYMOND R. SOLIMAN, MAYOR



March 28, 2024

MEMO

TO: Mayor & City Council Members

FROM: Tony Graff, Interim City Administrator

SUBJECT: Administrator Report with Updates

Here is a summary of activities and updates regarding projects.

1. The following Job Announcements were posted. Interim HR Director reviewed the job descriptions and created updated announcement for the following positions (all position announcements has been posted on the city web site).
 - a. SUMMER LABORERS POSITION – The City of Crest Hill has several openings for temporary summer laborers that would work no more than 40 hours per week in the Public Works Department. The pay is \$16/hour. (
 - b. PART TIME JANITOR – The City of Crest Hill has an opening for a permanent part-time janitor that would work no more than 20 hours per week during normal business hours, 8 a.m. to 4:30 p.m., Monday through Friday. The pay is \$19/hour.
 - c. MAINTENANCE WORKER PUBLIC WORKS – This position is responsible performing general outdoor work to maintain the City’s infrastructure including but not limited to responding to water main breaks, snow removal, cleaning parkways, mowing grass, repairing streets and parkways, and installing traffic control signage. Providing excellent customer service when interacting with residents is required. Normal work hours are 7:30 am to 3:30 pm, Monday through Friday, and must be available for after-hours work as needed. Municipal public works experience preferred. The deadline to apply for this position is 4:30 p.m. on April 30, 2024; or when the position has been filled. Applications can be obtained at <https://www.cityofcresthill.com/> and once completed can be sent to HR@cityofcresthill.com or: City of Crest Hill – Human Resources 20600 City Center Blvd. Crest Hill, IL 60403
 - d. HR MANAGER – Deadline is March 31st.
2. Old City Hall – Phase 2 Environmental Study: The consultant completed their field work, and the consultant report should be completed within the next 60 days to be presented at a council work session.

3. Water Meter Replacement Project – The B-Box inspections have been completed and repairs are on-going with about 4-5 B-Boxes remaining. Still working with the last of the property owners to allow access to replace their meters. On schedule to complete the replacement by Early Summer 2024.
4. West Sanitary Sewer Treatment Project – Currently about 35% of the construction has been completed and on schedule for the plant to be completed in 2026. Will keep everyone posted.
5. Safe Step Program – contract documents completed and signed. The evaluation will begin Mid-April which will take about 10 days to complete the goal is the end of April. City Engineer Ron Wiedeman will present the evaluation report to the city council work session in May.
6. Lockport Township Park District Intergovernmental Agreement Update: The DRAFT agreement is still under review by the attorneys. The goal is to present the final draft at the April 29th work session for discussion and review. (City Center Municipal Park Project)
7. Continued to meet with department heads relating to the draft budget and coordinating with the treasurer's office updates and suggestions.
8. State of Illinois Crime Lab/State Police Headquarters Project - UPDATE: Civil Engineering Plans are under review and an update is planned to be presented at a April Workshop Meeting. City Engineer Ron Wiedeman is coordinating with the civil engineers for the Crime Lab Site with the design relating to the water and sewer connections along with the impact of the Statesville's proposed rebuild project. We will keep everyone posted.
9. Grand Prairie Water Commission (Lake Michigan Water Project): ON GOING: The Water Allocation per each community is under final review. Crest Hill staff have a follow up meeting with the project director on April 2nd to review the potential impact of the newly announced Stateville Rebuild Project, as it relates to the proposed water allocation formula/cap.
10. Employee Performance Evaluations once completed will be reviewed with the Interim HR Director, then an update with recommendations for salary adjustments to be presented to the city council at a April Work Session.



Agenda Memo

Crest Hill, IL

Meeting Date:	March 25, 2024
Submitter:	Michael C. Eulitz
Department:	Public Works Department
Agenda Item:	East Water Reclamation Facility Phosphorus Removal Upgrades Change Order No. 2

Summary:

The Council approved a contract for the East Water Reclamation Facility Phosphorus Removal Upgrades to Williams Brothers Construction, Inc. in the amount of \$4,930,000.00. Subsequently, Change Order no. 1 was approved in the amount of \$19,558.00. Change Order No. 2 is a net deduction in the amount of \$54,145.09 and is a result of credits for work not needed for the completion of this project and the balancing of completed construction items. Some of the larger additions were the additional power source required in the 4000-flow meter vault, additional rock excavation and Revision 1 to provide new dissolved oxygen and oxidation reduction potential sensors to replace sensors in the oxidation ditch. Some of the larger deductions were the remove and replace the power feed to the diversion structure under the railroad right-of-way, the credit for gate services, reduction in parking lot size and startup of the generator and the credit for removal of unsuitable materials.

Original Contract Price: \$4,930,000.00

Adjustment in Contract Price this Change Order: (\$54,145.09)

Current Contract Price including this Change Order \$4,895,412.91

Recommended Council Action:

Approve Change Order no. 2 with Williams Brothers Construction, inc. a deduction in the amount of \$54,145.09

Financial Impact:

Funding Source: N/A

Budgeted Amount:

Cost:

Attachments:

Change Order No. 2



Strand Associates, Inc.[®]
 1170 South Houbolt Road
 Joliet, IL 60431
 (P) 815.744.1200
 www.strand.com

February 19, 2024

CHANGE ORDER NO. 2

PROJECT: East Water Reclamation Facility Phosphorus Removal Upgrades
OWNER: City of Crest Hill, Illinois
CONTRACT: 2-2021
CONTRACTOR: Williams Brothers Construction, Inc.

Description of Change

2a	Work described in the enclosed Contractor's Cost Proposal Request ([CPR]-009), Revision 1 (dated May 15, 2023) for sludge pump wiring related to Request for Information (RFI) 12.	ADD	\$3,128.00
2b	Work described in the enclosed Contractor's CPR-010 (dated July 3, 2023) for an electrical breaker for Motor-Operated Valve-4000-01 related to RFI 13.	ADD	\$6,525.00
2c	Credit for work described in the enclosed Contractor's CPR-011 (dated August 11, 2023) for unfinished work associated with CPR-003 Revision 1. The intent was to remove and replace the power feed to the Diversion Structure, but it could not be completed because of damaged or obstructed conduit suspected to be beneath the railroad right-of-way.	(DEDUCT)	(\$14,699.00)
2d	Credit for work described in the enclosed Contractor's CPR-012 (dated August 9, 2023) to reduce the size of the parking area near the East Sewage Treatment Plant Administrative Building.	(DEDUCT)	(\$8,526.00)
2e	Unused cash allowance for Unsuitable Foundation Materials for Structures.	(DEDUCT)	(\$38,500.00)
2f	Unused cash allowance for Unsuitable Foundation Materials for Utility Trenches.	(DEDUCT)	(\$750.56)
2g	Unused cash allowance for Removable Non-Clean Construction Demolition Debris (CCDD) Disposal.	(DEDUCT)	(\$1,000.00)
2h	Additional cash allowance for Rock Excavation for Structures and Roads.	ADD	\$9,571.47
2i	Unused cash allowance for Rock Excavation for Utilities and Trenches.	(DEDUCT)	(\$400.00)
2j	Work described in the enclosed Contractor's CPR-013 Revision 1 (dated January 10, 2024) to provide new dissolved oxygen and oxidation reduction potential sensors to replace sensors in the oxidation ditch.	ADD	\$8,290.00

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City of Crest Hill-Williams Brothers Construction, Inc.
 Contract 2-2021, Change Order No. 2
 Page 2
 February 19, 2024

2k	Work described in the enclosed Contractor's CPR-014 (dated November 22, 2023) for the cost of hauling off additional unsuitable backfill material and importing new, suitable material.	ADD	\$1,888.00
2l	Credit for work described in the enclosed Contractor's CPR-015 (dated January 15, 2024) and Engineer's CPR-015 (dated January 3, 2024) for the remaining, incomplete work at the Diversion Structure related to ComEd power, emergency generator installation, the manhole lining system, and other related work.	(DEDUCT)	(\$19,672.00)
TOTAL VALUE OF THIS CHANGE ORDER:		(DEDUCT)	(\$54,145.09)

Contract Price Adjustment

Original Contract Price	\$4,930,000.00
Previous Change Order Adjustments	\$19,558.00
Adjustment in Contract Price this Change Order	(\$54,145.09)
Current Contract Price including this Change Order	\$4,895,412.91

Contract Substantial Completion Date Adjustment

Original Contract Substantial Completion Date	April 17, 2023
Contract Substantial Completion Date Adjustments due to previous Change Orders	165 days
Contract Substantial Completion Date Adjustments due to this Change Order	245 days
Current Substantial Contract Completion Dates including all Change Orders	May 31, 2024

Contract Final Completion Date Adjustment

Original Contract Final Completion Date	July 17, 2023
Contract Final Completion Date Adjustments due to previous Change Orders	165 days
Contract Final Completion Date Adjustments due to this Change Order	215 days
Current Final Contract Completion Dates including all Change Orders	July 31, 2024

Strand Associates, Inc.[®]

City of Crest Hill-Williams Brothers Construction, Inc.
Contract 2-2021, Change Order No. 2
Page 3
February 19, 2024

This document shall become a supplement to the Contract and all provisions will apply hereto.

RECOMMENDED

February 19, 2024

ENGINEER-Strand Associates, Inc.[®]

Date

APPROVED

CONTRACTOR-Williams Brothers Construction, Inc.

Date

2/22/24

APPROVED

OWNER-City of Crest Hill, Illinois

Date



Cost Proposal Request
 East Water Reclamation Facility Phosphorus Removal Upgrades
 City of Crest Hill, Illinois
 Contract 2-2021
 May 10, 2023

COST PROPOSAL NO.: 009

TO: Williams Brothers Construction, Inc.
 ISSUED BY: Dominic Gattone

DISTRIBUTION

Bill Rutledge Williams Brothers Construction, Inc.
 Mark Siefert City of Crest Hill, Illinois
 Mike Ott Strand Associates, Inc.[®]

Please submit an itemized quotation for changes in the Contract Price and Time incidental to proposed modifications to the Contract Documents described herein.

Clarification: This CPR is related to Contractor's RFI-12 concerning wiring and conduit for the new Sludge Pump (SLP-23000-01). Additionally, see Schedule MCC-2 for requirement to provide new conductors in existing conduit to SLP-23000-01 disconnect.

DESCRIPTIONS AFFECTING THE DRAWINGS

Drawing 23000-DASM1.01 (Sheet 25)

- 009-01 ADD "and 1/2" conduit" after "existing cable" in Demolition Note A.
- 009-02 ADD "Remove disconnect." to the end of Demolition Note A.

Drawing 23000-ESM1.01 (Sheet 27)

- 009-04 REPLACE Keynote 1 with the following:

"Install 3~#6 in new 3/4" conduit from new motor to a new disconnect. Contractor shall size disconnect for a minimum of 80A."



WILLIAMS
BROTHERS
CONSTRUCTION, INC.

Engineer's
Format

Contractor's / Subcontractor's Proposal Breakdown Summary

Item 5.

Date: 05/15/23

CPR No. 09R1

GENERAL CONTRACTOR P.O. Box 1366 / Peoria, IL 61654 / Phone (309) 688-0416 / Fax (309) 688-0891

Engineer
STRAND ASSOCIATES
1170 SOUTH HOUBOLT RD.
JOLIET, IL 60431

OWNER: CITY OF CREST HILL
PROJECT: CREST HILL WWTP

WBCI Project # 553

I DESCRIPTION OF CHANGE:

REVISE SLUDGE PUMP WIRING AS DESCRIBED IN CPR 009 DATED 5/10/23.
NOTE: NO PAINTING INCLUDED

II SUMMARY OF DETAILED BREAKDOWN

	Additions	Deletions	Net Total
A. MATERIAL	\$0.00	\$0.00	\$0.00
B. LABOR	\$0.00	\$0.00	\$0.00
C. EQUIPMENT	\$0.00	\$0.00	\$0.00
D. NET TOTAL		(A+B+C)	\$0.00
E. OVERHEAD AND PROFIT	(Line D x 15%) - (Deletion 5%)		\$0.00
F. TOTAL WORK PERFORMED BY CONTRACTOR		(Lines D + E)	\$0.00

III CONTRACTOR'S MARK-UP ON WORK OF SUBCONTRACTORS

Detailed Breakdowns and summaries from each contractor must be attached.

SUBCONTRACTOR: Firm Name	CONTRACT WORK: Description	PROPOSAL
1. ELLIOTT ELECTRIC	SLUDGE PUMP WIRING	\$2,950.00
2.		\$0.00
3.		\$0.00
4.		\$0.00
5.		\$0.00
6.		\$0.00
G. SUBTOTAL of all work performed by contractor's subcontractors		\$2,950.00
H. CONTRACTOR'S MARK-UP on work of subcontractors	(Line G x 5%)	\$147.50
I. TOTAL WORK PERFORMED BY SUBCONTRACTOR	(Lines G + H)	\$3,097.50
J. PROPOSAL	(Lines F+I)	\$3,097.50
K. SUPPLEMENTAL COSTS		
1. SAFETY	(1% of LABOR)	\$0.00
2. EXPENDABLE TOOLS	(2.5% of LABOR)	\$0.00
L. BONDS	(1 % of PROPOSAL)	\$30.98
M. OTHER REQUIRED INSURANCE	(1.5% of PROPOSAL)	\$0.00

IV TOTAL PROPOSAL

N. TOTAL PROPOSAL for subject RFP increase (decrease) in contract amount	\$3,128
O. The work for this RFP will require an extension of time of <u>0</u> working days.	
P. All costs are valid for 30 days.	

CONTRACTOR

(SIGNATURE) W. Rutledge

Bill Rutledge

Title: Project Manager

Date: 05/15/23

ELLIOTT ELECTRIC INC
1600 S Broadway, Coal City, IL 60416
O: 815-634-1600 F: 815-634-1603
W: elliotttelectric.net

To: WBCI
Att: Bill Rutledge
Re: Crest Hill WRF RFI 12 Sludge Pump Wiring

Elliott Electric proposes to provide labor/material to complete revision to Sludge Pump electrical wiring/equipment as requested. Pricing and scope as follows:

Price includes:

- Upgrade disconnect switch to accommodate 80A OCP
- Upgrade conduit/feeder to Sludge Pump to #6
- Work will take 1 day to complete

Price does not include:

- Bonds, Allowances, Permits, Overtime Labor, Taxes

Pricing Breakdown:

Material difference.....	\$ 580
Disconnect difference.....	\$ 665
Labor difference.....	\$ 1,705

Price.....\$ 2,950

Customer Authorized Signature _____ Date _____

Shane M Elliott

shane@elliotttelectric.net

O: 815-634-1600

C: 815-693-1928

Elliott Electric Inc

5/10/23



WILLIAMS
BROTHERS
CONSTRUCTION, INC.

Engineer's
Format

Contractor's / Subcontractor's Proposal Breakdown Summary

Item 5.

Date: 07/03/23

CPR No.

010

GENERAL CONTRACTOR P.O. Box 1366 / Peoria, IL 61654 / Phone (309) 688-0416 / Fax (309) 688-0891

Engineer

STRAND ASSOCIATES
1170 SOUTH HOUBOLT RD.
JOLIET, IL 60431

OWNER: CITY OF CREST HILL

PROJECT: CREST HILL WWTP

WBCI Project # 553

I DESCRIPTION OF CHANGE:

PROVIDE AND INSTALL ADDITIONAL BREAKER FOR MOV-4000-01 AS NOTED IN RFP 013 RESPONSE.

NOTE: LEAD TIME IS 8-10 WEEKS FROM APPROVAL. ADDITIONAL CONTRACT TIME MAY BE NEEDED AND WILL BE DETERMINED ONCE PARTS ARE RECEIVED.

II SUMMARY OF DETAILED BREAKDOWN

	Additions	Deletions	Net Total
A. MATERIAL	\$0.00	\$0.00	\$0.00
B. LABOR	\$0.00	\$0.00	\$0.00
C. EQUIPMENT	\$0.00	\$0.00	\$0.00
D. NET TOTAL		(A+B+C)	\$0.00
E. OVERHEAD AND PROFIT	(Line D x 15%) - (Deletion 5%)		\$0.00
F. TOTAL WORK PERFORMED BY CONTRACTOR		(Lines D + E)	\$0.00

III CONTRACTOR'S MARK-UP ON WORK OF SUBCONTRACTORS

Detailed Breakdowns and summaries from each contractor must be attached.

SUBCONTRACTOR: Firm Name	CONTRACT WORK: Description	PROPOSAL
1. CONCENTRIC INTEGRATION	PROVIDE BREAKER	\$5,478.00
2. ELLIOTT ELECTRIC	INSTALL BREAKER	\$675.00
3.		\$0.00
4.		\$0.00
5.		\$0.00
6.		\$0.00
G. SUBTOTAL of all work performed by contractor's subcontractors		\$6,153.00
H. CONTRACTOR'S MARK-UP on work of subcontractors	(Line G x 5%)	\$307.65
I. TOTAL WORK PERFORMED BY SUBCONTRACTOR	(Lines G + H)	\$6,460.65
J. PROPOSAL	(Lines F + I)	\$6,460.65
K. SUPPLEMENTAL COSTS		
1. SAFETY	(1% of LABOR)	\$0.00
2. EXPENDABLE TOOLS	(2.5% of LABOR)	\$0.00
L. BONDS	(1 % of PROPOSAL)	\$64.61
M. OTHER REQUIRED INSURANCE	(1.5% of PROPOSAL)	\$0.00

IV TOTAL PROPOSAL

N. TOTAL PROPOSAL for subject RFP increase (decrease) in contract amount	\$6,525
O. The work for this RFP will require an extension of time of TBD working days.	
P. All costs are valid for 30 days.	

CONTRACTOR

(SIGNATURE) W. Rutledge

Bill Rutledge

Title: Project Manager

Date: 07/03/23

ELLIOTT ELECTRIC INC
1600 S Broadway, Coal City, IL 60416
O: 815-634-1600 F: 815-634-1603
W: elliotttelectric.net

To: WBCI

Att: Bill Rutledge

Re: Crest Hill WRF RFI 013 MOV Breaker

Elliott Electric proposes to provide labor/material to complete installation of new MCC bucket for MOV at Crest Hill WRF as requested. Pricing and scope as follows:

Price includes:

- Install new MCC bucket for MOV in existing MCC
- **Furnished by Concentric****
- Ensure all proper PPE/Live work precautions, LOTO procedures as adhered to
- Work will require (2) electricians per standard protocol
- Work will take less than 1 day to complete

Price does not include:

- Bonds, Allowances, Permits, Overtime Labor, Taxes
- Furnishing of MCC bucket

Price.....\$ 675

Customer Authorized Signature _____ Date _____

Shane M Elliott

shane@elliotttelectric.net

O: 815-634-1600

C: 815-693-1928

Elliott Electric Inc

7/1/23



CHANGE ORDER

Concentric Integration, LLC
 8678 Ridgely Road, Crystal Lake, Illinois 60012
 815.788.3600 Phone/815.455.0450 Fax
www.goconcentric.com Web Site

To: Mr. Bill Rutledge
 Williams Brothers Construction
 P.O. Box 1366
 Peoria, IL 61654

Date: June 29, 2023

Project No.: 191428.50

CO# 2

Project Title: Crest Hill Phosphorus Removal

Item	Description	Fee
1	Additional Circuit Breaker for MOV-4000-01	\$4,395
2	New, 12" blank door for MCC section, below new circuit breaker.	\$283
3	Project management and O&M time. 4 hours at \$200/hour	\$800
Increase / (Decrease) for this change order:		\$5,478
Previous Contract Fee (Including Previous Change Orders):		\$273,570
New Contract Fee:		\$279,048

The above changes and associated costs are acceptable. All work is to be performed under the same terms and conditions of the original agreement unless otherwise stipulated.

Michael D. V...

6/29/23

Concentric Integration Signature / Date

Signature / Date



\\corp.baxwood.com\project\Azure\CREHI\191428-EastWRF_Phosphorus_Integration\50-Implementation\ChgOrders\CO2\CREHI 191428.50 Phosphorus Removal
 Change Order 2 Rev 0.docx

* LEAD TIME IS 3-10 WEEKS FROM APPROVAL



**WILLIAMS
BROTHERS
CONSTRUCTION INC.**

Request for Information No.

013

To: Strand Associates
1170 South Houbolt Rd.
Joliet, IL 60431

Date: 05/03/23
RE: Crest Hill WWTP
Crest Hill, IL

Attn: Michael Ott
Phone: 815-744-5867

Type: 2

Reference: SHEETS 19 & 36

Total Number of Pages: 1

Mike,
See the RFI below from Elliott regarding MOV4000-01.
Sheet 19 drawing 4000-E1.01 does NOT show any power for the actuator going in the 4000 flow meter vault. Sheet 36 drawing 99-E6.02 MCC-1 does NOT show any power being added for MOV-4000-01. This MOV is on-site and is a 3 phase 480 volt actuator. There is not a 480 volt panel in the screen building electric room. Can Strand advise to where this MOV is to be feed from and if a local disconnect is required and where it is to be located?
Thanks,
Bill

Reply:

By: Bill Rutledge

SAI: Provide breaker in MCC-1 for MOV-4000-01 as specified in the revised MCC schedule attached. Local disconnect to be mounted to oxidation ditch concrete wall.

Local disconnect, conduit, and conductors for MOV-4000-01 are not considered extra work for additional cost as MOV-4000-01 480V power symbol and local disconnect are shown on 4000-E1.01.

Answered By: Matt Claassen
Date: 06/01/2023

Type 1: IMMEDIATE RESPONSE REQUIRED - Request & suggested solution indicated - will proceed with suggested solution unless otherwise advised within 24 hours.

Type 2: URGENT RESPONSE REQUIRED - Project schedule will be delayed unless response received within 48 hours.

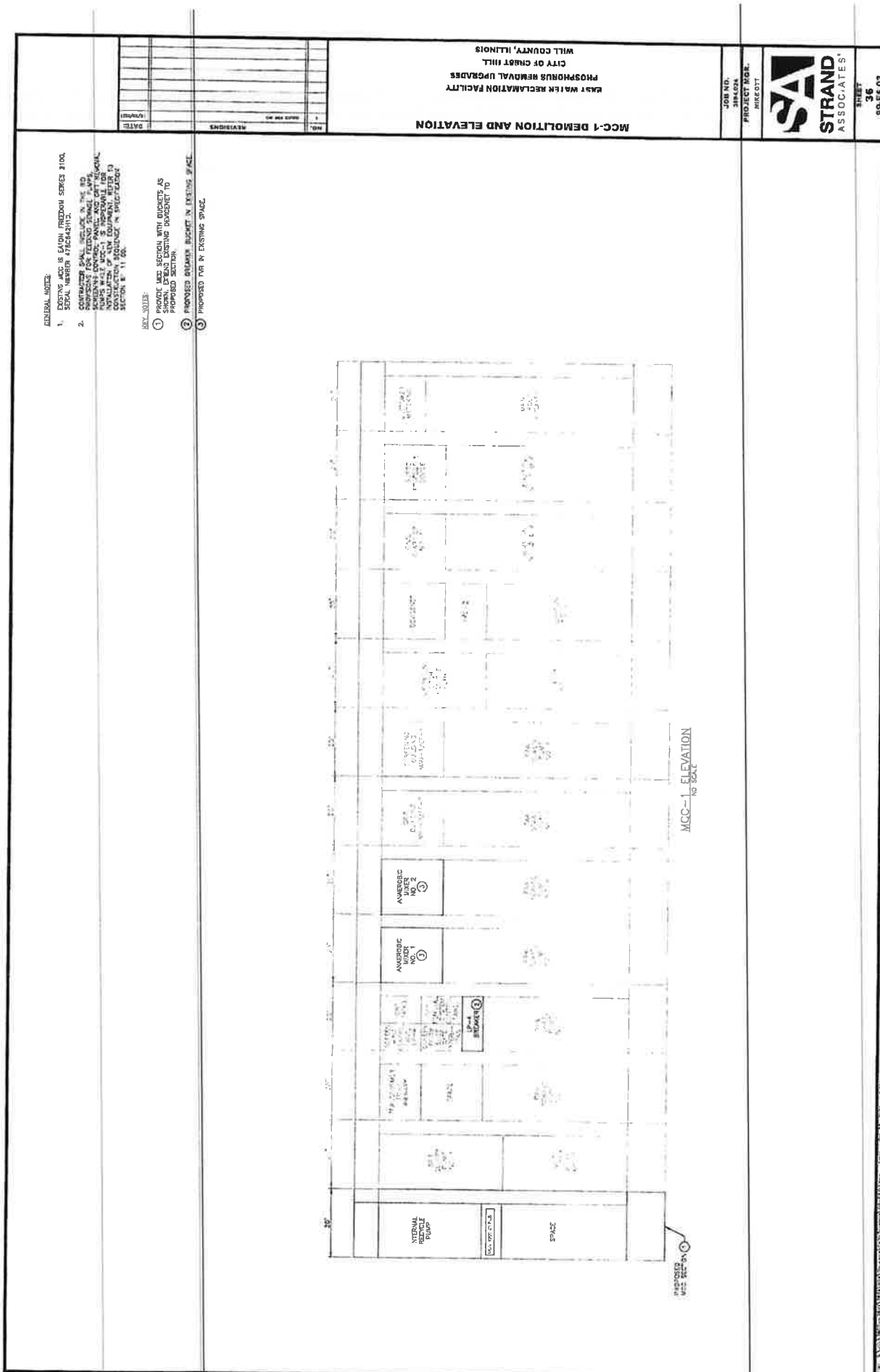
Type 3: RESPONSE REQUESTED - A response is requested to the above listed questions. Progress on this item will be delayed until response is received.

C.C. File

Job

GENERAL CONTRACTOR P.O. BOX 1366 / Peoria, Illinois 61654 / Phone (309) 688-0416 / Fax (309) 688-0891

[illegible]





**WILLIAMS
BROTHERS
CONSTRUCTION, INC.**

Engineer's
Format

Contractor's / Subcontractor's Proposal Breakdown Summary

Item 5.

Date: 08/11/23

CPR No. 011

GENERAL CONTRACTOR P.O. Box 1366 / Pcoria, IL 61654 / Phone (309) 688-0416 / Fax (309) 688-0891

Engineer
STRAND ASSOCIATES
1170 SOUTH HOUBOLT RD.
JOLIET, IL 60431

OWNER: CITY OF CREST HILL
PROJECT: CREST HILL WWTP

WBCI Project # 553

I DESCRIPTION OF CHANGE:

CREDIT FOR UNFINISHED WORK ASSOCIATED WITH CPR 03R1 TO REMOVE AND REPLACE THE POWER FEED TO THE DIVERSION STRUCTURE UPON DISCOVERING THAT THE EXISTING CONDUIT BENEATH THE RAILROAD TRACKS IS DAMAGED OR OBSTRUCTED.

II SUMMARY OF DETAILED BREAKDOWN

	Additions	Deletions	Net Total
A. MATERIAL	\$0.00	\$0.00	\$0.00
B. LABOR	\$0.00	\$0.00	\$0.00
C. EQUIPMENT	\$0.00	\$0.00	\$0.00
D. NET TOTAL		(A+B+C)	\$0.00
E. OVERHEAD AND PROFIT	(Line D x 15%) - (Deletion 5%)		\$0.00
F. TOTAL WORK PERFORMED BY CONTRACTOR		(Lines D + E)	\$0.00

III CONTRACTOR'S MARK-UP ON WORK OF SUBCONTRACTORS

Detailed Breakdowns and summaries from each contractor must be attached.

SUBCONTRACTOR: Firm Name	CONTRACT WORK: Description	PROPOSAL
1. ELLIOTT ELECTRIC	DEDUCT FOR INCOMPLETE WORK	(\$13,860.00)
2.		\$0.00
3.		\$0.00
4.		\$0.00
5.		\$0.00
6.		\$0.00
G. SUBTOTAL of all work performed by contractor's subcontractors		(\$13,860.00)
H. CONTRACTOR'S MARK-UP on work of subcontractors	(Line G x 5%)	(\$693.00)
I. TOTAL WORK PERFORMED BY SUBCONTRACTOR	(Lines G + H)	(\$14,553.00)
J. PROPOSAL	(Lines F+I)	(\$14,553.00)
K. SUPPLEMENTAL COSTS		
1. SAFETY	(1% of LABOR)	\$0.00
2. EXPENDABLE TOOLS	(2.5% of LABOR)	\$0.00
L. BONDS	(1 % of PROPOSAL)	(\$145.53)
M. OTHER REQUIRED INSURANCE	(1.5% of PROPOSAL)	\$0.00

IV TOTAL PROPOSAL

- N. TOTAL PROPOSAL for subject RFP increase (decrease) in contract amount **(\$14,699)**
O. The work for this RFP will require an extension of time of 0 working days.
P. All costs are valid for 30 days.

CONTRACTOR

(SIGNATURE) W. Rutledge

Bill Rutledge

Title: Project Manager

Date: 08/11/23

ELLIOTT ELECTRIC INC
1600 S Broadway, Coal City, IL 60416
O: 815-634-1600 F: 815-634-1603
W: elliotttelectric.net

To: WBCI

Att: Bill Rutledge

Re: Crest Hill WRF Diversion Structure Feeder Replacement

Elliott Electric proposes this Deduct due to elimination of new feeder for Diversion Structure for Crest Hill WRF Diversion Structure feeder replacement as requested. Pricing and scope as follows:

Original Price included:

- Disconnect & Remove existing feeders
- Furnish & Install new feeders to replace damaged faulty ones
- Size to match existing
- Upgrade wire type from THHN to XHHW to cover wet location
- Re-energize to Meter/disconnect
- Work will take 2 days to complete

Alternate Price:

- Disconnect & Remove existing feeders to Diversion Structure from Handhole

Pricing Breakdown:

Original Price (Not performed).....	\$ 18,340
Alternate (Performed).....	\$ 4,480
Deduct from Base Contract.....	\$ 13,860

Price does not include:

- Bonds, Allowances, Permits, Overtime Labor, Taxes
- Any work not included in above scope

Customer Authorized Signature _____ Date _____

Shane M Elliott

shane@elliotttelectric.net

Elliott Electric Inc

O: 815-634-1600

C: 815-693-1928

8/10/23



Cost Proposal Request
East Water Reclamation Facility Phosphorus Removal Upgrades
City of Crest Hill, Illinois
Contract 2-2021
July 6, 2023

COST PROPOSAL NO.: 012

TO: Williams Brothers Construction, Inc.
ISSUED BY: Dominic Gattone

DISTRIBUTION

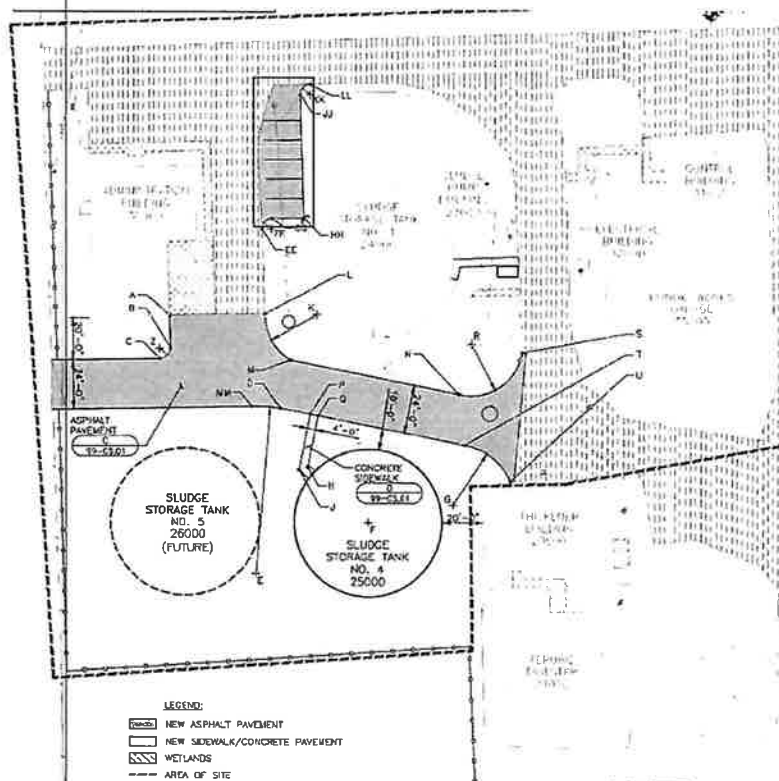
Bill Rutledge Williams Brothers Construction, Inc.
Blaine Kline City of Crest Hill, Illinois
Mike Ott Strand Associates, Inc.®

Please submit an itemized quotation for changes in the Contract Price and Time incidental to proposed modifications to the Contract Documents described herein.

DESCRIPTIONS AFFECTING THE DRAWINGS

Drawing 05-C1.01 (Sheet 10)

012-01 The area noted below no longer requires new asphalt pavement. Provide grass seed as specified. Contractor shall provide appropriate credit as such.




**WILLIAMS
BROTHERS
CONSTRUCTION, INC.**

Contractor's / Subcontractor's Proposal Breakdown Summary

**Engineer's
Format**
Date: 08/09/23
CPR No. 012
GENERAL CONTRACTOR P.O. Box 1366 / Peoria, IL 61654 / Phone (309) 688-0416 / Fax (309) 688-0891
Engineer
STRAND ASSOCIATES
1170 SOUTH HOUBOLT RD.
JOLIET, IL 60431

OWNER: CITY OF CREST HILL
PROJECT: CREST HILL WWTP
WBCI Project # 553
I DESCRIPTION OF CHANGE:

DELETE PARKING AREA NEAR ADMIN BUILDING AS REQUESTED IN CPR 012.

II SUMMARY OF DETAILED BREAKDOWN

	Additions	Deletions	Net Total
A. MATERIAL	\$0.00	\$0.00	\$0.00
B. LABOR	\$0.00	\$0.00	\$0.00
C. EQUIPMENT	\$0.00	\$0.00	\$0.00
D. NET TOTAL		(A+B+C)	\$0.00
E. OVERHEAD AND PROFIT		(Line D x 15%) - (Deletion 5%)	\$0.00
F. TOTAL WORK PERFORMED BY CONTRACTOR		(Lines D + E)	\$0.00

III CONTRACTOR'S MARK-UP ON WORK OF SUBCONTRACTORS

Detailed Breakdowns and summaries from each contractor must be attached.

SUBCONTRACTOR: Firm Name	CONTRACT WORK: Description	PROPOSAL
1. CONCORD EXCAVATING	DELETE EARTH EXCAVATION	(\$1,640.00)
2. GLANDER PAVING	DELETE AGG BASE AND HMA	(\$6,400.00)
3.		\$0.00
4.		\$0.00
5.		\$0.00
6.		\$0.00
G. SUBTOTAL of all work performed by contractor's subcontractors		(\$8,040.00)
H. CONTRACTOR'S MARK-UP on work of subcontractors	(Line G x 5%)	(\$402.00)
I. TOTAL WORK PERFORMED BY SUBCONTRACTOR	(Lines G + H)	(\$8,442.00)
J. PROPOSAL	(Lines F+I)	(\$8,442.00)
K. SUPPLEMENTAL COSTS		
1. SAFETY	(1% of LABOR)	\$0.00
2. EXPENDABLE TOOLS	(2.5% of LABOR)	\$0.00
L. BONDS	(1 % of PROPOSAL)	(\$84.42)
M. OTHER REQUIRED INSURANCE	(1.5% of PROPOSAL)	\$0.00

IV TOTAL PROPOSAL

N. TOTAL PROPOSAL for subject RFP increase (decrease) in contract amount	(\$8,526)
O. The work for this RFP will require an extension of time of <u>0</u> working days.	
P. All costs are valid for 30 days.	

CONTRACTOR
(SIGNATURE)

W.

Bill Rutledge
Title: Project Manager
Date: 08/09/23

Bill Rutledge

From: Brian Kubinski <brian@diamondunlimited.net>
Sent: Wednesday, August 9, 2023 10:55 AM
To: Bill Rutledge
Subject: Re: Crest Hill CPR 012

Bill,

Credit \$1640.00 for excavation of less 156 sy.

Thanks,
Brian Kubinski

On Aug 9, 2023, at 10:45 AM, Bill Rutledge <billr@wbci.us> wrote:

Yes, they provided a credit for 156 SY.

Thanks,

Bill Rutledge
Project Manager
Williams Brothers Construction
Cell: 309-210-5589
Office: 309-679-6310

From: brian@diamondunlimited.net <brian@diamondunlimited.net>
Sent: Wednesday, August 9, 2023 10:44 AM
To: Bill Rutledge <billr@wbci.us>
Subject: RE: Crest Hill CPR 012

Bill,

Do you know the square footage area of deletion that the paver is using for his number?

Thx Brian

From: Bill Rutledge <billr@wbci.us>
Sent: Wednesday, August 9, 2023 7:45 AM
To: Brian Kubinski <brian@diamondunlimited.net>
Subject: RE: Crest Hill CPR 012

Brian,

When will you be able to send us your proposal for the deletion of the parking area?

Thanks,



July 27, 2023

Attn: Bill Rutledge
Williams Brothers Construction Inc.
P.O. Box 1366
Peoria, IL 61654

billr@wbci.us

RE: Crest Hill East WRF Job #3167-553 Credit Paving

Dear Bill:

Below is the cost for the paving credit for 10" CA-6, prime, 2 1/4" binder, 1 3/4" surface:

Eliminate 156 sq. yd.....	\$6,400.00-
Total.....	\$6,400.00-

Please issue a change order for the above and call with any questions.

Sincerely,

Chad R. Glander

Glander Paving Co.
CRG/dmg



WILLIAMS
BROTHERS
CONSTRUCTION, INC.

Engineer's
Format

Contractor's / Subcontractor's Proposal Breakdown Summary

Item 5.

Date: 01/10/24

CPR No. 013R1

GENERAL CONTRACTOR P.O. Box 1366 / Peoria, IL 61654 / Phone (309) 688-0416 / Fax (309) 688-0891

Engineer
STRAND ASSOCIATES
1170 SOUTH HOUBOLT RD.
JOLIET, IL 60431

OWNER: CITY OF CREST HILL
PROJECT: CREST HILL WWTP

WBCI Project # 553

I DESCRIPTION OF CHANGE:

PROVIDE TWO (2) DO SENSORS AND TWO (2) ORP SENSORS AS OUTLINED IN THE ATTACHED QUOTE FROM CONCENTRIC INTEGRATION DATED 12/19/23.

NOTE: ADDITIONAL CONTRACT TIME MAY BE NEEDED, DEPENDANT ON DATE OF APPROVAL AND LEAD TIME.

II SUMMARY OF DETAILED BREAKDOWN

	Additions	Deletions	Net Total
A. MATERIAL	\$0.00	\$0.00	\$0.00
B. LABOR	\$0.00	\$0.00	\$0.00
C. EQUIPMENT	\$0.00	\$0.00	\$0.00
D. NET TOTAL		(A+B+C)	\$0.00
E. OVERHEAD AND PROFIT	(Line D x 15%) - (Deletion 5%)		\$0.00
F. TOTAL WORK PERFORMED BY CONTRACTOR		(Lines D + E)	\$0.00

III CONTRACTOR'S MARK-UP ON WORK OF SUBCONTRACTORS

Detailed Breakdowns and summaries from each contractor must be attached.

SUBCONTRACTOR: Firm Name	CONTRACT WORK: Description	PROPOSAL
1. CONCENTRIC INTEGRATION	PROVIDE SENSORS	\$7,817.00
2.		\$0.00
3.		\$0.00
4.		\$0.00
5.		\$0.00
6.		\$0.00
G. SUBTOTAL of all work performed by contractor's subcontractors		\$7,817.00
H. CONTRACTOR'S MARK-UP on work of subcontractors	(Line G x 5%)	\$390.85
I. TOTAL WORK PERFORMED BY SUBCONTRACTOR	(Lines G + H)	\$8,207.85
J. PROPOSAL	(Lines F+I)	\$8,207.85
K. SUPPLEMENTAL COSTS		
1. SAFETY	(1% of LABOR)	\$0.00
2. EXPENDABLE TOOLS	(2.5% of LABOR)	\$0.00
L. BONDS	(1 % of PROPOSAL)	\$82.08
M. OTHER REQUIRED INSURANCE	(1.5% of PROPOSAL)	\$0.00

IV TOTAL PROPOSAL

N. TOTAL PROPOSAL for subject RFP increase (decrease) in contract amount

O. The work for this RFP will require an extension of time of _TBD_ working days.

P. All costs are valid for 30 days.

\$8,290

CONTRACTOR

(SIGNATURE).....

Bill Rutledge

Title: Project Manager

Date: 01/10/24



Concentric Integration, LLC

8678 Ridgelyfield Road
Crystal Lake, IL 60012
815-788-3600 / 815-455-0450 (fax)
purchasing@goconcentric.com

Q U O T E

Quote #:	2023Q-CREHI006
Date:	12/19/2023
Expires:	1/19/2024
Prepared by:	Greg Cillo
Requested by:	Eric McQueary

Prepared for:

Company:	City of Crest Hill
Contact:	Blaine Kline
Address:	2090 Oakland Ave. Crest Hill, IL 60403
Phone:	815-741-5108
Email:	bkline@cityofcresthill.com

Ship to:

Company:	City of Crest Hill
Contact:	Blaine Kline
Address:	2090 Oakland Ave. Crest Hill, IL 60403
Phone:	815-741-5108
Email:	bkline@cityofcresthill.com

Notes:

Terms: Net 30 days

FOB: Origin; Freight Prepaid & Add

Qty	Item #	Description	Coverage Through	Price Each	Total
2	DPS1	Hach pH/DO sc Online Process pH Sensor - General Purpose Stainless Steel pH Sensor	N/A	\$1,809.50	\$3,619.00
2	DRS5	Hach Online Process ORP Sensor - General Purpose, Stainless Steel ORP Sensor	N/A	\$1,749.00	\$3,498.00
4		Concentric Labor	N/A	\$175.00	\$700.00
Sub Total					\$7,817.00
Estimated Shipping & Handling					TBD
Taxes					N/A
Total					\$7,817.00

This is a quote, not an invoice. Actual shipping date and charges will be determined at the time of invoicing.

To order: Sign and date below, and return via email to purchasing@goconcentric.com (or email your Purchase Order).

Accepted by: _____

Date: _____

Statement of Conditions

The information in this document is believed to be accurate. However, Concentric Integration assumes no responsibility for inaccuracies, errors, or omissions, and shall not be liable for direct, indirect, special, incidental, or consequential damages resulting from any such error or omission. Concentric Integration is not responsible for pricing or other errors, and reserves the right to cancel orders arising from such errors.

Concentric Integration may make changes to this quote including changes or updates to the products and services described, including pricing, without notice or obligation.



Cost Proposal Request
 East Water Reclamation Facility Phosphorus Removal Upgrades
 City of Crest Hill, Illinois
 Contract 2-2021
 October 24, 2023

COST PROPOSAL NO.: 013

TO: Williams Brothers Construction, Inc.
 ISSUED BY: Dominic Gattone

DISTRIBUTION

Bill Rutledge Williams Brothers Construction, Inc.
 Blaine Kline City of Crest Hill, Illinois
 Mike Ott Strand Associates, Inc.®

Please submit an itemized quotation for changes in the Contract Price and Time incidental to proposed modifications to the Contract Documents described herein.

The purpose of this CPR is to replace two existing Dissolved Oxygen (DO) sensor probes and two existing oxidation-reduction potential (ORP) probes in the main portion of the oxidation ditch.

See approximate locations of sensors on Attached 2012 Baxter & Woodman Sheet E-8. Confirm make and model of existing sensors.

ORP sensors shall be in accordance with Section 26 09 00 -2.06 ORP Analyzer System and shall be Hach, Inc., Model PDH, YSI Model SensoLyt 700IQ H, or equal.

DO sensors shall be Hach Model 9020000, YSI Model FDO 700IQ H, or equal.



**WILLIAMS
BROTHERS
CONSTRUCTION, INC.**

Contractor's / Subcontractor's Proposal Breakdown Summary

Engineer's
Format

Date: 11/22/23

CPR No. 014

GENERAL CONTRACTOR P.O. Box 1366 / Peoria, IL 61654 / Phone (309) 688-0416 / Fax (309) 688-0891

Engineer
STRAND ASSOCIATES
1170 SOUTH HOUBOLT RD.
JOLIET, IL 60431

OWNER: CITY OF CREST HILL
PROJECT: CREST HILL WWT?

WBCI Project # 553

I DESCRIPTION OF CHANGE:

ADDITIONAL COST FOR HAULING OF UNSUITABLE BACKFILL MATERIAL OFF SITE AND IMPORTING SUITABLE BACKFILL MATERIAL FOR SITE UTILITIES.

II SUMMARY OF DETAILED BREAKDOWN

	Additions	Deletions	Net Total
A. MATERIAL	\$0.00	\$0.00	\$0.00
B. LABOR	\$0.00	\$0.00	\$0.00
C. EQUIPMENT	\$0.00	\$0.00	\$0.00
D. NET TOTAL		(A+B+C)	\$0.00
E. OVERHEAD AND PROFIT	(Line D x 15%) - (Deletion 5%)		\$0.00
F. TOTAL WORK PERFORMED BY CONTRACTOR		(Lines D + E)	\$0.00

III CONTRACTOR'S MARK-UP ON WORK OF SUBCONTRACTORS

Detailed Breakdowns and summaries from each contractor must be attached.

SUBCONTRACTOR: Firm Name	CONTRACT WORK: Description	PROPOSAL
1. GA RICH	HAUL DIRT	\$1,780.20
2.		\$0.00
3.		\$0.00
4.		\$0.00
5.		\$0.00
6.		\$0.00
G. SUBTOTAL of all work performed by contractor's subcontractors		\$1,780.20
H. CONTRACTOR'S MARK-UP on work of subcontractors	(Line G x 5%)	\$89.01
I. TOTAL WORK PERFORMED BY SUBCONTRACTOR	(Lines G + H)	\$1,869.21
J. PROPOSAL	(Lines F+I)	\$1,869.21
K. SUPPLEMENTAL COSTS		
1. SAFETY	(1% of LABOR)	\$0.00
2. EXPENDABLE TOOLS	(2.5% of LABOR)	\$0.00
L. BONDS	(1 % of PROPOSAL)	\$18.69
M. OTHER REQUIRED INSURANCE	(1.5% of PROPOSAL)	\$0.00

IV TOTAL PROPOSAL

N. TOTAL PROPOSAL for subject RFP increase (decrease) in contract amount	\$1,888
O. The work for this RFP will require an extension of time of <u>0</u> working days.	
P. All costs are valid for 30 days.	

CONTRACTOR

(SIGNATURE).....

Bill Rutledge

Title: Project Manager

Date: 11/22/23

**EAST WATER RECLAMATION FACILITY
PHOSPHORUS REMOVAL UPGRADES
CITY OF CREST HILL**

FROM: G A Rich & Sons, Inc. P O Box 50 Deer Creek, IL 61733	PROJECT: Crest Hill Phosphorus Removal Upgrades JOB NUMBER: 21-5-12 RFP# Crest Hill Unsuitable soils 908 CONTRACT WORK: Process Piping / Plumbing																																								
I DESCRIPTION OF CHANGE: As mentioned in meetings, and on site discussions in the non roadway areas we encountered unsuitable soils consisting of large rock boulders, tires, and other debris that was deemed unsuitable for backfill. At the time we were excavating at the West WWTP, and was able to haul materials from west to the east. Added costs for the trucking on and off site, and additional clay that had to be purchased.																																									
II SUMMARY OF DETAILED BREAKDOWN: <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:50%;"></th> <th style="width:20%; text-align: center;">Additions</th> <th style="width:20%; text-align: center;">Deletions</th> <th style="width:10%; text-align: center;">Net Total</th> </tr> </thead> <tbody> <tr> <td>A. MATERIAL</td> <td style="text-align: right;">\$360.00</td> <td></td> <td style="text-align: right;">\$360.00</td> </tr> <tr> <td>B. LABOR</td> <td style="text-align: right;">\$1,188.00</td> <td></td> <td style="text-align: right;">\$1,188.00</td> </tr> <tr> <td>C. EQUIPMENT</td> <td style="text-align: right;">\$0.00</td> <td></td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td>D. OTHER COSTS</td> <td></td> <td></td> <td></td> </tr> <tr> <td> 1 TAX EXEMPT</td> <td style="text-align: right;">8.25% of MAT) - Deletion -0-</td> <td></td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td> 2 EXPENDABLE TOOLS</td> <td style="text-align: right;">(2.5% of LABOR) - Deletion -0-</td> <td></td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td>E. SUB TOTAL</td> <td style="text-align: right;">(A+B+C+D1+D2)</td> <td></td> <td style="text-align: right;">\$1,548.00</td> </tr> <tr> <td>F. OVERHEAD AND PROFIT</td> <td style="text-align: right;">(E x 15%) - Deletion -0-</td> <td></td> <td style="text-align: right;">\$232.20</td> </tr> <tr> <td>G. TOTAL</td> <td style="text-align: right;">(E + F)</td> <td></td> <td style="text-align: right;">\$1,780.20</td> </tr> </tbody> </table>			Additions	Deletions	Net Total	A. MATERIAL	\$360.00		\$360.00	B. LABOR	\$1,188.00		\$1,188.00	C. EQUIPMENT	\$0.00		\$0.00	D. OTHER COSTS				1 TAX EXEMPT	8.25% of MAT) - Deletion -0-		\$0.00	2 EXPENDABLE TOOLS	(2.5% of LABOR) - Deletion -0-		\$0.00	E. SUB TOTAL	(A+B+C+D1+D2)		\$1,548.00	F. OVERHEAD AND PROFIT	(E x 15%) - Deletion -0-		\$232.20	G. TOTAL	(E + F)		\$1,780.20
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	(H x 6%) - Deletion -0-																																								
	\$0.00																																								
IV FINAL SUMMARY <table style="width:100%; border-collapse: collapse;"> <tbody> <tr> <td style="width:50%;">J PROPOSAL</td> <td style="width:30%; text-align: right;">(G+H+I)</td> <td style="width:20%; text-align: right;">\$1,780.20</td> </tr> <tr> <td>K BONDS</td> <td style="text-align: right;">(2.5% of PROPOSAL) - Deletion -0-</td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td>L BUILDER'S RISK INSURANCE (if applicable)</td> <td style="text-align: right;">(0.3% of PROPOSAL) - Deletion -0-</td> <td></td> </tr> <tr> <td>M TOTAL PROPOSAL for subject RFP increase (decrease) in contract amount</td> <td></td> <td style="text-align: right;">\$1,780.20</td> </tr> <tr> <td>N Time added to contract _____ 1 Calendar Days</td> <td></td> <td></td> </tr> </tbody> </table>		J PROPOSAL	(G+H+I)	\$1,780.20	K BONDS	(2.5% of PROPOSAL) - Deletion -0-	\$0.00	L BUILDER'S RISK INSURANCE (if applicable)	(0.3% of PROPOSAL) - Deletion -0-		M TOTAL PROPOSAL for subject RFP increase (decrease) in contract amount		\$1,780.20	N Time added to contract _____ 1 Calendar Days																											
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N Time added to contract _____ 1 Calendar Days																																									
CONTRACTOR SIGNATURE <u>Bret Verardo</u> TITLE <u>Project Manager</u>																																									
DATE <u>11/21/23</u>																																									

EAST WATER RECLAMATION FACILITY PHOSPHORUS REMOVAL UPGRADES CITY OF CREST HILL

Description of Material, Labor & Equipment Rental		Qty	Unit Price Material	Total Estimated Material Cost	Unit Price Labor	Total Estimated Labor Cost	Unit Price Rental	Total Rental Cost	Subcontractor Cost	
Pipefitter foreman		1			\$108.00	\$108.00				
Trucking		8			\$135.00	\$1,080.00				
Purchased Clay		2	\$180.00	\$360.00						
TOTALS				\$360.00		\$1,188.00		\$0.00		



WILLIAMS
BROTHERS
CONSTRUCTION, INC.

Engineer's
Format

Contractor's / Subcontractor's Proposal Breakdown Summary

Item 5.

Date: 01/15/24

CPR No. 015

GENERAL CONTRACTOR P.O. Box 1366 / Peoria, IL 61654 / Phone (309) 688-0416 / Fax (309) 688-0891

Engineer
STRAND ASSOCIATES
1170 SOUTH HOUBOLT RD.
JOLIET, IL 60431

OWNER: CITY OF CREST HILL
PROJECT: CREST HILL WWTP

WBCI Project # 553

I DESCRIPTION OF CHANGE:

PROVIDE VARIOUS CREDITS FOR DELETION OF WORK AT DIVERSION STRUCTURE
DELETE INSTALLATION OF GENERATOR AND TURN OVER TO OWNER
DELETE STARTUP SERVICES FOR GATE ACTUATORS
DELETE STARTUP SERVICES FOR CONTROL PANEL
DELETE MANHOLE LINING SYSTEM

II SUMMARY OF DETAILED BREAKDOWN

	Additions	Deletions	Net Total
A. MATERIAL	\$0.00	\$0.00	\$0.00
B. LABOR	\$0.00	\$0.00	\$0.00
C. EQUIPMENT	\$0.00	\$0.00	\$0.00
D. NET TOTAL		(A+B+C)	\$0.00
E. OVERHEAD AND PROFIT	(Line D x 15%) - (Deletion 5%)		\$0.00
F. TOTAL WORK PERFORMED BY CONTRACTOR		(Lines D + E)	\$0.00

III CONTRACTOR'S MARK-UP ON WORK OF SUBCONTRACTORS

Detailed Breakdowns and summaries from each contractor must be attached.

SUBCONTRACTOR: Firm Name	CONTRACT WORK: Description	PROPOSAL
1. ELLIOTT ELECTRIC	DELETE GENERATOR INSTALL	(\$850.00)
2. RW GATE	DELETE GATE STARTUP	(\$2,000.00)
3. RP COATINGS	DELETE MANHOLE LINING	(\$8,200.00)
4. ENERGENECS	DELETE STARTUP	(\$7,500.00)
5.		\$0.00
6.		\$0.00
G. SUBTOTAL of all work performed by contractor's subcontractors		(\$18,550.00)
H. CONTRACTOR'S MARK-UP on work of subcontractors	(Line G x 5%)	(\$927.50)
I. TOTAL WORK PERFORMED BY SUBCONTRACTOR	(Lines G + H)	(\$19,477.50)
J. PROPOSAL	(Lines F+I)	(\$19,477.50)
K. SUPPLEMENTAL COSTS		
1. SAFETY	(1% of LABOR)	\$0.00
2. EXPENDABLE TOOLS	(2.5% of LABOR)	\$0.00
L. BONDS	(1 % of PROPOSAL)	(\$194.78)
M. OTHER REQUIRED INSURANCE	(1.5% of PROPOSAL)	\$0.00

IV TOTAL PROPOSAL

- N. TOTAL PROPOSAL for subject RFP increase (decrease) in contract amount **(\$19,672)**
O. The work for this RFP will require an extension of time of 0 working days.
P. All costs are valid for 30 days.

CONTRACTOR
(SIGNATURE).....

Bill Rutledge

Title: Project Manager

Date: 01/15/24



Elliott Electric
 1600 S. Broadway St.
 Coal City, Illinois 60416
 (815) 634-1600

PROPOSED CHANGE ORDER REQUEST

Williams Brothers Const.

City of Crest Hill WWTP

Attn: Bill Rutledge

Project Number: 22-40
 PCO No.: PCO-001
 PCO Request No.: PCOR-001-001
 Reference Document:
 Contract No.:
 Date: 01/12/2024
 Response Due: 01/19/2024
 Amount: \$(850.00)
 Days Impact:

We have reviewed the changes referenced herein and determine the changes impacting our Contract to be as follows:

1. Change Identification CREDIT

Changes to the Scope of Work are identified as...

For not installing generator per plans and specs. The credit breakdown is below

2. Labor...\$600.00

3. Material...\$250.00

As consideration for the changes(s) identified in Section 1:

Contract amount to be modified by:	\$(850.00)
Contract time for performance of Work to be modified by:	days

3. Terms and Conditions

- We have reviewed proposed changes as described in the document(s) referenced herein.
- We have determined the Contract Amount for work proposed herein is impacted.
- We will not proceed with changes described in this Request without receipt of written authorization.

Upon receipt of this proposal, please provide written acceptance of this Request. Please advise Elliott Electric, Inc should you have any questions or require clarification for the Change Order Request

Regards,

Chuck Lander
 Project Manager
 Elliott Electric, Inc.

clander@elliottelectric.net CC:

Attachments:

Bill Rutledge

From: Matthew Palmer <MPalmer@rwgate.com>
Sent: Thursday, January 4, 2024 4:00 PM
To: Bill Rutledge
Subject: RE: Crest Hill CPR

Hi Bill,

The credit for deleting one day of startup services is \$2,000.

Regards,

Matthew Palmer
Senior Project Manager
RW Gate Company
Office: 518-874-4750



From: Bill Rutledge <billr@wbci.us>
Sent: Thursday, January 4, 2024 8:22 AM
To: Matthew Palmer <MPalmer@rwgate.com>
Subject: Crest Hill CPR

Matt,

See the attached CPR from Strand requesting a credit for the deletion of startup services for the 2 gates at the diversion structure. Please forward a credit proposal for this deletion.

Thanks,

Bill Rutledge
Project Manager
Williams Brothers Construction
Cell: 309-210-5589
Office: 309-679-6310

Bill Rutledge

From: Randy Penrod <Randy@rpcoatings.com>
Sent: Monday, September 25, 2023 4:45 PM
To: Bill Rutledge
Subject: RE: Crest Hill Manhole Lining Credit

Categories: Crest Hill

Bill,

The credit would be \$8200. We had 64 hours figured for that work item. We spent 32 hours blasting and cleaning up the abrasive.

Thanks,

Randy Penrod
RP Coatings, Inc.

618-521-9528

From: Bill Rutledge <billr@wbci.us>
Sent: Wednesday, August 30, 2023 6:31 AM
To: Randy Penrod <Randy@rpcoatings.com>
Subject: Crest Hill Manhole Lining Credit

Randy,

Can you send a credit proposal for the deletion of the manhole lining?

Thanks,

Bill Rutledge
Project Manager
Williams Brothers Construction
Cell: 309-210-5589
Office: 309-679-6310

Bill Rutledge

From: Jared Feider <jared.feider@energenecs.com>
Sent: Monday, December 11, 2023 10:55 AM
To: Bill Rutledge
Subject: Re: Crest Hill Diversion Status

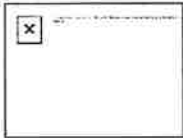
Categories: Crest Hill

Hello Bill, would there be interest for us to credit out \$7500 to cover start-up with a guarantee that we will complete the scope for that same amount whenever the service gets installed? This way we could close out this stage of the project.

jared

On Fri, Sep 15, 2023 at 1:21 PM Jared Feider <jared.feider@energenecs.com> wrote:
Hello Bill - any updates and or start-up schedule?

--
Jared Feider
President



Office 262-235-4926
Mobile 414-940-2696
700 East Milan Drive
Saukville, WI 53080
www.energenecs.com



Cost Proposal Request
 East Water Reclamation Facility Phosphorus Removal Upgrades
 City of Crest Hill, Illinois
 Contract 2-2021
 January 3, 2024

COST PROPOSAL NO.: 015

TO: Williams Brothers Construction, Inc.
 ISSUED BY: Dominic Gattone

DISTRIBUTION

Bill Rutledge	Williams Brothers Construction, Inc.
Blaine Kline	City of Crest Hill, Illinois
Mike Ott	Strand Associates, Inc.®

Please submit an itemized quotation for changes in the Contract Price and Time incidental to proposed modifications to the Contract Documents described herein.

The purpose of this CPR is to conclude the scope of work related to the Diversion Structure:

1. Furnish the Generac Generator System (Section 26 32 13) to the Owner.
2. Provide credit for incomplete gate start-up services.
3. Remove manhole lining system (Section 09 88 21) from scope.
4. Complete punchlist items related to Diversion Structure. As of the date of this writing, one item remains.
 "Provide pipe caps on unused gas piping along the north fence line."



Agenda Memo

Crest Hill, IL

Meeting Date:	April 1, 2024
Submitter:	Ronald J Wiedeman
Department:	Engineering
Agenda Item:	<p>Award the contract to H Linden & Sons Sewer and Water in the amount of \$1,533,203.21 for the Parkrose Street Water Main Replacement and Road Reconstruction Improvement.</p> <p>Resolution approving an Agreement for Parkrose Street Water Main Replacement and Road Reconstruction Improvement by and Between the City of Crest Hill, Will County, Illinois and Christopher B. Burke Engineering, Ltd. for an amount of \$183,137.00.</p>

Summary: Bids were advertised and solicited for qualified contractors to provide unit price costs for the Parkrose Street Water Main Replacement and Road Reconstruction Improvement.

The city solicited bids through IDOT's construction bulletin looking for qualified contractors. A total of fourteen (14) local prequalified contractors picked up bids and eight (8) submitted bids. The bids were received for the improvement at Crest Hill City Hall until 10:00 AM local time on Thursday, March 7, 2024. Bids were opened and read aloud on Thursday, March 7, 2024, at 10:00 AM in the Council Chambers. The following is a list of the bids received:

Results

1. H. Linden & Sons Sewer and Water.	\$1,533,203.21
2. Austin Tyler Construction Co.	\$1,574,225.97
3. P.T. Ferro Construction	\$1,576,986.18
4. Conely Excavating	\$1,605,442.75
5. L. Congdon Sewer Service	\$1,873,531.85
6. Gallagher Asphalt Corporation	\$1,882,332.60
7. D Construction, Inc.	\$2,172,282.41
8. Pan-Oceanic Engineering Co.	\$2,401,295.94

I have reviewed the quotes and found them to be correct and in order, and I feel that the bids do reflect the market as it exists today.

Christopher B. Burke Engineering, Ltd. will be performing construction inspection on this project. Some of the items they will be doing will be documenting the work is being completed according to the plans, reviewing shop drawing, pay requests review, attending field meetings and performing preliminary layout of the lighting equipment, inspection for bid document compliance and material testing through Seeco, Inc.

Recommended Council Action: Award the contract to H. Linden & Sons Sewer and Water in the amount of \$1,533,203.21 for the Parkrose Street Water Main Replacement and Road Reconstruction Improvement.

Resolution approving an Agreement for Parkrose Street Water Main Replacement and Road Reconstruction Improvement by and Between the City of Crest Hill, Will County, Illinois and Christopher B. Burke Engineering, Ltd. for an amount of \$183,137.00.

Financial Impact:

Funding Source: Water Fund

Budgeted Amount: \$2,200,000.00

Cost: 1,716,340.21

Attachments:

LOR Wiedeman Bid Award Recommendation_2024_0308

RESOLUTION NO.

CE-Crest Hill Parkrose WM Road Recon PhIII.012224

**CHRISTOPHER B. BURKE ENGINEERING, LTD.**

16221 W. 159th Street Suite 201 Lockport, Illinois 60441 TEL (815) 770-2850

March 11, 2024

City of Crest Hill
20600 City Center Boulevard
Crest Hill, Illinois 60403

Attention: Ronald Wiedeman, PE – City Engineer

Subject: City of Crest Hill
Parkrose Street Water Main Replacement and Road Reconstruction
(CBBEL No: 220657)
Engineer's Award Recommendation

Dear Mr. Wiedeman:

On Thursday, March 7, 2024 at 10:00 A.M. bids were received and opened for the subject project. Eight bids were received for this project. Christopher B. Burke Engineering, Ltd. (CBBEL) has reviewed the contract proposals for the Parkrose Street Water Main Replacement and Road Reconstruction and all documents were in compliance with City and contract requirements. The bids have been reviewed and tabulated and are as follows:

Engineer's Estimate	\$1,932,396.50
H. Linden & Sons Sewer and Water	\$1,533,203.21
Austin Tyler Construction	\$1,574,225.97
P.T. Ferro Construction	\$1,576,986.18
Conley Excavating	\$1,605,442.75
J. Congdon Sewer Service	\$1,873,531.85
Gallagher Asphalt	\$1,882,332.60
"D" Construction	\$2,172,282.41
Pan-Oceanic Engineering Co	\$2,401,295.94

H. Linden & Sons Sewer and Water was the low bidder with a proposal of \$1,533,203.21. We have reviewed H. Linden & Sons Sewer and Water's bid documents and found them to be in order. Therefore, Christopher Burke Engineering, Ltd. recommends awarding the project H. Linden & Sons Sewer and Water, Inc. in the amount of \$1,533,203.21.

Enclosed for your reference are the bid tabulation and bid summary. Should you have any questions, please do not hesitate to contact me.

Sincerely,

Alex Schaefer, PE
Project Manager

Parkrose Street Water Main Replacement and Reconstruction

BID SUMMARY

CBBEL Project No. 220657

Bids Opened March 7, 2024

CONTRACTOR	BID
ENGINEER'S ESTIMATE	\$ 1,932,396.50
H. LINDEN & SONS SEWER AND WATER	\$ 1,533,203.21
AUSTIN TYLER CONSTRUCTION	\$ 1,574,225.97
P.T. FERRO CONSTRUCTION	\$ 1,576,986.18
CONLEY EXCAVATING	\$ 1,605,442.75 ¹
J. CONGDON SEWER SERVICE	\$ 1,873,531.85 ¹
GALLLAGHER ASPHALT	\$ 1,882,332.60
"D" CONSTRUCTION	\$ 2,172,282.41
PAN-OCEANIC ENGINEERING CO	\$ 2,401,295.94

¹ Bid Amounts Reflect Error Corrections as shown on Bid Tab

Parkrose Street Water Main Replacement and Reconstruction

Bid Tabulation
CBBEL Project No. 220657

Bids Opened March 7, 2024

						ENGINEER'S ESTIMATE		H. LINDEN & SONS SEWER AND WATER		AUSTIN TYLER CONSTRUCTION		P.T. FERRO CONSTRUCTION		CONLEY EXCAVATING		J. CONGDON SEWER SERVICE		GALLAGHER ASPHALT		"D" CONSTRUCTION		PAN-OCEANIC ENGINEERING CO	
ITEM NO	SP	PAY CODE	ITEM	UNIT	QUANTITY	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1		20101100	TREE TRUNK PROTECTION	EACH	25	\$150.00	\$ 3,750.00	\$ 200.00	\$ 5,000.00	\$ 110.00	\$ 2,750.00	\$ 100.00	\$ 2,500.00	\$ 200.00	\$ 5,000.00	\$ 125.00	\$ 3,125.00	\$ 100.00	\$ 2,500.00	\$ 200.00	\$ 5,000.00	\$ 131.25	\$ 3,281.25
2		20101200	TREE ROOT PRUNING	EACH	13	\$150.00	\$ 1,950.00	\$ 180.00	\$ 2,340.00	\$ 50.00	\$ 650.00	\$ 100.00	\$ 1,300.00	\$ 150.00	\$ 1,950.00	\$ 150.00	\$ 1,950.00	\$ 110.00	\$ 1,430.00	\$ 200.00	\$ 2,600.00	\$ 157.50	\$ 2,047.50
3		20101300	TREE PRUNING (1 TO 10 INCH DIAMETER)	EACH	4	\$125.00	\$ 500.00	\$ 100.00	\$ 400.00	\$ 50.00	\$ 200.00	\$ 100.00	\$ 400.00	\$ 150.00	\$ 600.00	\$ 90.00	\$ 360.00	\$ 50.00	\$ 200.00	\$ 500.00	\$ 2,000.00	\$ 94.50	\$ 378.00
4		20101350	TREE PRUNING (OVER 10 INCH DIAMETER)	EACH	8	\$150.00	\$ 1,200.00	\$ 100.00	\$ 800.00	\$ 50.00	\$ 400.00	\$ 125.00	\$ 1,000.00	\$ 200.00	\$ 1,600.00	\$ 350.00	\$ 2,800.00	\$ 100.00	\$ 800.00	\$ 500.00	\$ 4,000.00	\$ 367.50	\$ 2,940.00
5		20201200	REMOVAL AND DISPOSAL OF UNSUITABLE MATERIAL	CU YD	243	\$50.00	\$ 12,150.00	\$ 35.00	\$ 8,505.00	\$ 30.00	\$ 7,290.00	\$ 35.00	\$ 8,505.00	\$ 34.00	\$ 8,262.00	\$ 50.00	\$ 12,150.00	\$ 50.00	\$ 12,150.00	\$ 50.00	\$ 12,150.00	\$ 80.15	\$ 19,476.45
6	#	20700220	POROUS GRANULAR EMBANKMENT	CU YD	243	\$50.00	\$ 12,150.00	\$ 35.00	\$ 8,505.00	\$ 31.00	\$ 7,533.00	\$ 37.00	\$ 8,991.00	\$ 55.00	\$ 13,365.00	\$ 72.00	\$ 17,496.00	\$ 70.00	\$ 17,010.00	\$ 50.00	\$ 12,150.00	\$ 110.84	\$ 26,934.12
7		21001000	GEOTECHNICAL FABRIC FOR GROUND STABILIZATION	SQ YD	1900	\$2.50	\$ 4,750.00	\$ 2.00	\$ 3,800.00	\$ 3.00	\$ 5,700.00	\$ 3.00	\$ 5,700.00	\$ 3.00	\$ 5,700.00	\$ 2.20	\$ 4,180.00	\$ 2.00	\$ 3,800.00	\$ 5.00	\$ 9,500.00	\$ 6.84	\$ 12,996.00
8		28000250	TEMPORARY EROSION CONTROL SEEDING	POUND	55	\$10.00	\$ 550.00	\$ 1.00	\$ 55.00	\$ 3.00	\$ 165.00	\$ 20.00	\$ 1,100.00	\$ 8.00	\$ 440.00	\$ 20.00	\$ 1,100.00	\$ 20.00	\$ 1,100.00	\$ 22.00	\$ 1,210.00	\$ 10.50	\$ 577.50
9		28000510	INLET FILTERS	EACH	22	\$200.00	\$ 4,400.00	\$ 100.00	\$ 2,200.00	\$ 125.00	\$ 2,750.00	\$ 185.00	\$ 4,070.00	\$ 220.00	\$ 4,840.00	\$ 50.00	\$ 1,100.00	\$ 300.00	\$ 6,600.00	\$ 300.00	\$ 6,600.00	\$ 210.00	\$ 4,620.00
10		35101500	AGGREGATE BASE COURSE, TYPE B	CU YD	185	\$60.00	\$ 11,100.00	\$ 36.00	\$ 6,660.00	\$ 65.00	\$ 12,025.00	\$ 75.00	\$ 13,875.00	\$ 37.50	\$ 6,937.50	\$ 73.00	\$ 13,505.00	\$ 70.00	\$ 12,950.00	\$ 60.00	\$ 11,100.00	\$ 101.72	\$ 18,818.20
11		35101600	AGGREGATE BASE COURSE, TYPE B 4"	SQ YD	976	\$8.00	\$ 7,808.00	\$ 7.00	\$ 6,832.00	\$ 16.00	\$ 15,616.00	\$ 10.00	\$ 9,760.00	\$ 11.50	\$ 11,224.00	\$ 10.50	\$ 10,248.00	\$ 10.00	\$ 9,760.00	\$ 9.25	\$ 9,028.00	\$ 36.00	\$ 35,136.00
12		35101800	AGGREGATE BASE COURSE, TYPE B 6"	SQ YD	147	\$20.00	\$ 2,940.00	\$ 8.00	\$ 1,176.00	\$ 32.00	\$ 4,704.00	\$ 14.00	\$ 2,058.00	\$ 37.50	\$ 5,512.50	\$ 34.00	\$ 4,998.00	\$ 31.50	\$ 4,630.50	\$ 15.00	\$ 2,205.00	\$ 44.77	\$ 6,581.19
13		40600290	BITUMINOUS MATERIALS (TACK COAT)	POUND	1721	\$0.50	\$ 860.50	\$ 0.01	\$ 17.21	\$ 0.01	\$ 17.21	\$ 0.01	\$ 17.21	\$ 1.25	\$ 2,151.25	\$ 1.10	\$ 1,893.10	\$ 1.10	\$ 1,893.10	\$ 0.01	\$ 17.21	\$ 0.95	\$ 1,634.95
14		40600982	HOT-MIX ASPHALT SURFACE REMOVAL - BUTT JOINT	SQ YD	50	\$20.00	\$ 1,000.00	\$ 10.00	\$ 500.00	\$ 20.00	\$ 1,000.00	\$ 18.00	\$ 900.00	\$ 30.00	\$ 1,500.00	\$ 27.00	\$ 1,350.00	\$ 27.00	\$ 1,350.00	\$ 0.01	\$ 0.50	\$ 4.46	\$ 223.00
15		40603080	HOT-MIX ASPHALT BINDER COURSE, IL-19.0, N50	TON	1285	\$90.00	\$ 115,650.00	\$ 95.00	\$ 122,075.00	\$ 73.00	\$ 93,805.00	\$ 80.00	\$ 102,800.00	\$ 90.25	\$ 115,971.25	\$ 82.00	\$ 105,370.00	\$ 82.00	\$ 105,370.00	\$ 70.00	\$ 89,950.00	\$ 82.16	\$ 105,575.60
16		40604060	HOT-MIX ASPHALT SURFACE COURSE, IL-9.5, MIX "D", N50	TON	900	\$95.00	\$ 85,500.00	\$ 95.00	\$ 85,500.00	\$ 82.00	\$ 73,800.00	\$ 88.00	\$ 79,200.00	\$ 101.25	\$ 91,125.00	\$ 92.00	\$ 82,800.00	\$ 92.00	\$ 82,800.00	\$ 85.00	\$ 76,500.00	\$ 92.30	\$ 83,070.00
17	#	42300200	PORTLAND CEMENT CONCRETE DRIVEWAY PAVEMENT, 6 INCH	SQ YD	845	\$110.00	\$ 92,950.00	\$ 110.00	\$ 92,950.00	\$ 93.00	\$ 78,585.00	\$ 110.00	\$ 92,950.00	\$ 92.00	\$ 77,740.00	\$ 83.50	\$ 70,557.50	\$ 82.00	\$ 69,290.00	\$ 110.00	\$ 92,950.00	\$ 102.18	\$ 86,342.10
18	#	42400200	PORTLAND CEMENT CONCRETE SIDEWALK 5 INCH	SQ FT	1085	\$12.00	\$ 13,020.00	\$ 16.00	\$ 17,360.00	\$ 11.00	\$ 11,935.00	\$ 11.00	\$ 11,935.00	\$ 13.00	\$ 14,105.00	\$ 11.50	\$ 12,477.50	\$ 11.50	\$ 12,477.50	\$ 13.20	\$ 14,322.00	\$ 13.95	\$ 15,135.75
19		42400800	DETECTABLE WARNINGS	SQ FT	25	\$40.00	\$ 1,000.00	\$ 45.00	\$ 1,125.00	\$ 40.00	\$ 1,000.00	\$ 22.00	\$ 550.00	\$ 44.00	\$ 1,100.00	\$ 40.00	\$ 1,000.00	\$ 40.00	\$ 1,000.00	\$ 44.00	\$ 1,100.00	\$ 220.66	\$ 5,516.50
20	#	44000100	PAVEMENT REMOVAL	SQ YD	7429	\$10.00	\$ 74,290.00	\$ 8.00	\$ 59,432.00	\$ 4.00	\$ 29,716.00	\$ 8.00	\$ 59,432.00	\$ 4.00	\$ 29,716.00	\$ 3.60	\$ 26,744.40	\$ 3.50	\$ 26,001.50	\$ 14.00	\$ 104,006.00	\$ 14.12	\$ 104,897.48
21		44000157	HOT-MIX ASPHALT SURFACE REMOVAL, 2"	SQ YD	210	\$5.00	\$ 1,050.00	\$ 10.00	\$ 2,100.00	\$ 18.00	\$ 3,780.00	\$ 18.00	\$ 3,780.00	\$ 21.00	\$ 4,410.00	\$ 19.00	\$ 3,990.00	\$ 19.00	\$ 3,990.00	\$ 10.00	\$ 2,100.00	\$ 3.99	\$ 837.90
22		44000200	DRIVEWAY PAVEMENT REMOVAL	SQ YD	954	\$15.00	\$ 14,310.00	\$ 10.00	\$ 9,540.00	\$ 15.00	\$ 14,310.00	\$ 23.00	\$ 21,942.00	\$ 19.00	\$ 18,126.00	\$ 21.00	\$ 20,034.00	\$ 21.00	\$ 20,034.00	\$ 12.00	\$ 11,448.00	\$ 27.00	\$ 25,758.00
23		44000500	COMBINATION CURB AND GUTTER REMOVAL	FOOT	3980	\$5.00	\$ 19,900.00	\$ 8.00	\$ 31,840.00	\$ 9.00	\$ 35,820.00	\$ 4.50	\$ 17,910.00	\$ 5.00	\$ 19,900.00	\$ 10.00	\$ 39,800.00	\$ 10.00	\$ 39,800.00	\$ 10.00	\$ 39,800.00	\$ 7.98	\$ 31,760.40
24		44000600	SIDEWALK REMOVAL	SQ FT	920	\$3.00	\$ 2,760.00	\$ 2.00	\$ 1,840.00	\$ 3.00	\$ 2,760.00	\$ 3.50	\$ 3,220.00	\$ 3.00	\$ 2,760.00	\$ 2.00	\$ 1,840.00	\$ 2.80	\$ 2,576.00	\$ 3.00	\$ 2,760.00	\$ 4.27	\$ 3,928.40
25		550A2320	STORM SEWERS, RUBBER GASKET, CLASS A, TYPE 1 12"	FOOT	172	\$75.00	\$ 12,900.00	\$ 100.00	\$ 17,200.00	\$ 109.00	\$ 18,748.00	\$ 90.00	\$ 15,480.00	\$ 115.50	\$ 19,866.00	\$ 85.00	\$ 14,620.00	\$ 70.00	\$ 12,040.00	\$ 120.00	\$ 20,840.00	\$ 253.20	\$ 43,550.40
26		550A2360	STORM SEWERS, RUBBER GASKET, CLASS A, TYPE 1 24"	FOOT	24	\$120.00	\$ 2,880.00	\$ 200.00	\$ 4,800.00	\$ 140.00	\$ 3,360.00	\$ 135.00	\$ 3,240.00	\$ 211.50	\$ 5,076.00	\$ 110.00	\$ 2,640.00	\$ 123.00	\$ 2,952.00	\$ 140.00	\$ 3,360.00	\$ 363.44	\$ 8,722.56
27		550A2400	STORM SEWERS, RUBBER GASKET, CLASS A, TYPE 1 36"	FOOT	50	\$250.00	\$ 12,500.00	\$ 300.00	\$ 15,000.00	\$ 194.00	\$ 9,700.00	\$ 170.00	\$ 8,500.00	\$ 253.00	\$ 12,650.00	\$ 130.00	\$ 6,500.00	\$ 187.00	\$ 9,350.00	\$ 200.00	\$ 10,000.00	\$ 431.28	\$ 21,564.00
28		550A2520	STORM SEWERS, RUBBER GASKET, CLASS A, TYPE 2 12"	FOOT	44	\$80.00	\$ 3,520.00	\$ 100.00	\$ 4,400.00	\$ 100.00	\$ 4,400.00	\$ 115.00	\$ 5,060.00	\$ <									

RESOLUTION NO. _____

**A RESOLUTION APPROVING A CONSTRUCTION ENGINEERING AGREEMENT
FOR PARKROSE STREET WATER MAIN REPLACEMENT AND ROAD
RECONSTRUCTION IMPROVEMENT BY AND BETWEEN THE CITY OF CREST
HILL, WILL COUNTY, ILLINOIS AND CHRISTOPHER B. BURKE, LTD**

WHEREAS, the Corporate Authorities of the City of Crest Hill, Will County, Illinois, have the authority to adopt resolutions and to promulgate rules and regulations that pertain to the City's government and affairs and protect the public health and, safety, and welfare of its citizens; and

WHEREAS, pursuant to Section 2-2-12 of the Illinois Municipal Code (65 ILCS 5/2-2-12), the City Council possesses the authority to enter into contracts that serve the legitimate corporate purposes of the City; and

WHEREASECS Christopher B Burke, Ltd. (the "COMPANY"), is an entity that is in the business of providing Professional Services, for the Parkrose Street Water Main Replacement and Road Reconstruction Improvement (the "Services"); and

WHEREAS, the City Council desires to engage the Company to provide the Services and the Company is ready, willing to perform the Services for the City; and

WHEREAS, City Staff have negotiated an AGREEMENT FOR Parkrose Street Water Main Replacement and Road Reconstruction Improvement (the "Agreement") with the Company for the purposes of engaging the Company to perform the Services (a copy of the Agreement is attached hereto as Exhibit A and fully incorporated herein); and

WHEREAS, the Staff and City Council has reviewed the Agreement and determined that the conditions, terms, and provisions of the Agreement are fair, reasonable, and acceptable to the City; and

WHEREAS, the City Council has determined that it is in the best interest of the City and its citizens to enter into the Agreement with the Company.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Crest Hill, Illinois, pursuant to its statutory authority, as follows:

SECTION 1: PREAMBLE. The City Council hereby finds that all of the recitals contained in the parable to this Resolution are true, correct and complete and are hereby incorporated by reference hereto and made part hereof.

SECTION 2: AGREEMENT APPROVED. The City Council hereby finds and declares that the conditions, terms, and provisions of this Agreement (Exhibit A) in the amount of \$183,137.00 are fair, reasonable, and acceptable to the City and that the same is hereby approved in form and

substance. Therefore, the City Council hereby authorizes and directs the Mayor to execute and deliver, and the Clerk to attest, the Agreement, and further to take any and all other actions, including without limitation the execution and delivery of any and all documents, necessary and appropriate to effectuate the intent of this Resolution, which is to enter into the Agreement with the Company.

SECTION 3: SEVERABILITY. If any section, paragraph, clause or provisions of this Resolution is held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any other provision of this Resolution.

SECTION 4: REPEALER. All ordinances, resolutions or orders, or parts thereof, which conflict with the provisions of this Resolution, are to the extent of such conflict hereby repealed.

SECTION 5: EFFECTIVE DATE. This Resolution shall be in full force and effect immediately upon its passage and publication according to law.

[Intentionally Blank]

PASSED THIS 1st DAY APRIL, 2024.

	Aye	Nay	Absent	Abstain
Alderman John Vershay	<hr/>	<hr/>	<hr/>	<hr/>
Alderman Scott Dyke	<hr/>	<hr/>	<hr/>	<hr/>
Alderwoman Claudia Gazal	<hr/>	<hr/>	<hr/>	<hr/>
Alderman Darrell Jefferson	<hr/>	<hr/>	<hr/>	<hr/>
Alderperson Tina Oberlin	<hr/>	<hr/>	<hr/>	<hr/>
Alderman Mark Cipiti	<hr/>	<hr/>	<hr/>	<hr/>
Alderman Nate Albert	<hr/>	<hr/>	<hr/>	<hr/>
Alderman Joe Kubal	<hr/>	<hr/>	<hr/>	<hr/>
Mayor Raymond R. Soliman	<hr/>	<hr/>	<hr/>	<hr/>

APPROVED THIS 1st DAY OF APRIL 2024.

Raymond R. Soliman, Mayor

ATTEST:

Christine Vershay-Hall, City Clerk

EXHIBIT A



EXHIBIT A

Item 6.

CHRISTOPHER B. BURKE ENGINEERING, LTD.

16221 W. 159th Street Suite 201 Lockport, Illinois 60441 TEL (815) 770-2850

January 22, 2024

City of Crest Hill
20600 City Center Boulevard
Crest Hill, IL 60403

Attention: Ron Wiedeman, PE – City Engineer

Subject: Professional Engineering Services Proposal for Construction Observation
Parkrose Street Water Main Replacement and Road Reconstruction
Crest Hill, Illinois

Dear Mr. Wiedeman:

Christopher B. Burke Engineering, Ltd. (CBBEL) is pleased to provide this proposal for Construction Observation services for the Parkrose Street Water Main Replacement and Road Reconstruction in the City of Crest Hill. Included in this proposal are our Understanding of the Assignment, Scope of Work and Estimated Fee.

UNDERSTANDING OF THE ASSIGNMENT

CBBEL understands that the City of Crest Hill would like to construct the Parkrose Street Water Main Replacement & Reconstruction Project. The work to be performed consists of full depth pavement removal, hot-mix asphalt binder course, hot-mix asphalt surface course, aggregate subgrade improvement, pavement patching, curb and gutter removal and replacement, water main installation, fire hydrant installation, water service installation, and all incidental and collateral work necessary to complete the improvement as shown in the plans and specifications developed by CBBEL.

The project will utilize 100% Local funds. We understand that the work should begin in Spring 2024 and all work including punch list items is to be completed by July 31, 2024 unless an extension of time is granted in accordance with the specifications. For purposes of this proposal, we are assuming a construction duration of 17 weeks.

SCOPE OF WORK

CBBEL proposes the following scope of engineering services to complete the 2024 Parkrose Street Water Main Replacement & Reconstruction Project.

Task 1 – Pre-Construction Services

- Attend pre-construction conference and prepare and circulate minutes.
- Review Contractor's construction schedule for compliance with contract documents.
- Attend any public meetings with concerned residents, if requested. Coordinate initial project notices with impacted stakeholders.
- Review preliminary construction layout in the field and identify potential conflicts.

Task 2 – Submittal Review and Technical Design Support

CBBEL will receive, track, review submittals for compliance with the contract documents, return submittals to the Contractor, and request a re-submittal if not approved. CBBEL will review the Contractor's suggestions for modifications to the drawings and specifications and provide a recommendation to the City.

Task 3 – Construction Observation

CBBEL will provide one full-time Resident Engineer for the duration of the Project (assumes 17 weeks of construction duration). We are assuming rates of an Engineer IV to propose Baba Owolabi as Resident Engineer if he is available at the start of construction.

Construction observation will include the following tasks:

- Observe the progress and quality of the executed work and determine if the work is proceeding in accordance with the Contract Documents. The Engineer will keep the City informed of the progress of the work, guard the City against defects and deficiencies in the work, advise the City of all observed deficiencies of the work, and advise when the City should disapprove or reject all work failing to conform to the Contract Documents.
- Serve as the City's liaison with the Contractor working principally through the Contractor's field superintendent.
- Assist Contractor in dealing with any outside agencies.
- Attend all construction conferences. Arrange a schedule of progress meetings and other job conferences as required. Maintain and circulate copies of records of the meetings.
- Review the Contractor's schedule on a weekly basis and compare actual progress to Contractor's approved schedule. If the project falls behind schedule, work with the Contractor to determine the appropriate course of action to get back on schedule.
- Maintain orderly files for correspondence, reports of job conferences, shop drawings and other submissions, reproductions or original contract documents including all addenda, change orders, and additional drawings issued subsequent to the award of the contract.
- Record the names, addresses and phone numbers of all contractors, subcontractors and major material suppliers in the diary.
- Keep an inspector's daily report book as outlined in the IDOT Project Procedures Guide, which shall contain a daily report and quantity of hours on the job site, weather conditions, list of visiting officials, daily activities, job decisions and observations, as well as general and specific observations and job progress.
- Check the Contractor's layout at regular intervals.
- Prepare payment requisitions and change orders for the City's approval, review applications for payment with the Contractor for compliance with established procedures for their submission and forward them with recommendations to the City.

- Except upon written instructions of the City, the Resident Engineer or Inspector shall not authorize any deviation from the Contract Documents.
- Determine if the project has been completed in accordance with the Contract Documents and that the Contractor has fulfilled all of his obligations.
- Schedule Quality Assurance site testing for HMA and PCC materials used on the project.

Task 4 – Post-Construction

- Prior to final inspection, submit to the Contractor a list of observed items requiring correction and verify that each correction has been made.
- Coordinate and conduct the final inspection with the City. Prepare a final punchlist.
- Verify that all the items on the final punchlist have been corrected and make recommendations to the City concerning acceptance.
- Review construction record drawings for completeness prior to submission to City for further processing.
- Provide the City a set of redline field markup construction record drawings in a pdf format.

Task 5 – Material Testing (by others)

Material Testing and Inspection will be provided by our subconsultant Seeco, Inc. Services will include:

- Proportioning and testing of concrete mixtures in accordance with the "Manual of Instructions for Concrete Proportioning and Testing" issued by the Bureau of Materials and Physical Research, of IDOT and promptly submit reports on forms prepared by said Bureau.
- Proportioning and testing of bituminous mixtures (including extracting test) in accordance with the "Manual of Instructions for Bituminous Proportioning and Testing" issued by the Bureau of Materials and Physical Research, of IDOT, and promptly submit reports on forms prepared by said Bureau.
- All compaction tests as required by the specifications and report promptly the same on forms prepared by the Bureau of Materials and Physical Research.
- Quality and sieve analyses on local aggregates to see that they comply with the specifications contained in the contract.
- Inspection of all materials and submit inspection reports to the City in accordance with the policies of IDOT when inspection is not provided at the sources by the Bureau of Materials and Physical Research of IDOT.

Direct Costs (Vehicle Usage)

Vehicle usage: 85 days at \$65/day.

ESTIMATE OF FEE

We have determined the following fees for each of the tasks described in this proposal.

<u>Task</u>	<u>Fee</u>
Task 1 – Pre-Construction Services	\$ 8,870
Task 2 – Submittal Review & Design Support	\$ 12,470
Task 3 – Construction Observation	\$ 137,880
Task 4 – Post-Construction	\$ 8,870
Task 5 – Material Testing (Seeco, Inc.)	\$ 9,522
Direct Costs	\$ 5,525
<hr/>	
TOTAL NOT-TO-EXCEED FEE:	\$ 183,137
<hr/>	

We will bill you at the hourly rates specified on the attached Schedule of Charges. We will establish our contract in accordance with the attached previously agreed to General Terms and Conditions. Direct costs for blueprints, photocopying, mailing, overnight delivery, messenger services and report compilation are not included in the Fee Estimate. These General Terms and Conditions are expressly incorporated into and are an integral part of this contract for professional services. It should be emphasized that any requested additional services that are not included in the preceding Fee Estimate will be billed at the attached hourly rates.

Please sign and return one copy of this agreement as an indication of acceptance and notice to proceed. Please feel free to contact us anytime.

Sincerely,



Michael E. Kerr, PE
President

Encl. Schedule of Charges
Crest Hill General Terms and Conditions

THIS PROPOSAL, SCHEDULE OF CHARGES AND GENERAL TERMS AND CONDITIONS ACCEPTED FOR CITY OF CREST HILL:

BY: _____
TITLE: _____
DATE: _____

**CHRISTOPHER B. BURKE ENGINEERING, LTD.
STANDARD CHARGES FOR PROFESSIONAL SERVICES
EFFECTIVE JANUARY 1, 2024 THROUGH DECEMBER 31, 2024**

<u>Personnel</u>	<u>Charges*</u> <u>(\$/Hr)</u>
Engineer VI	275
Engineer V	235
Engineer IV	200
Engineer III	175
Engineer I/II	155
Survey V	240
Survey IV	220
Survey III	200
Survey II	160
Survey I	135
Engineering Technician V	215
Engineering Technician IV	190
Engineering Technician III	140
Engineering Technician I/II	125
CAD Manager	210
CAD II	155
GIS Specialist III	175
Landscape Architect	200
Landscape Designer III	155
Landscape Designer I/II	120
Environmental Resource Specialist V	235
Environmental Resource Specialist IV	190
Environmental Resource Specialist III	150
Environmental Resource Specialist I/II	125
Environmental Resource Technician	140
Business Operations Department	160
Engineering Intern	75
<u>Direct Costs</u>	
Outside Copies, Blueprints, Messenger, Delivery Services, Mileage	Cost + 12%

*Charges include overhead and profit

These rates are in effect until December 31, 2024, at which time they will be subject to change.

CHRISTOPHER B. BURKE ENGINEERING, LTD.
GENERAL TERMS AND CONDITIONS WITH THE CITY OF CREST HILL

1. Relationship Between Engineer and Client: Christopher B. Burke Engineering, Ltd. (Engineer) shall serve as Client's professional engineer consultant in those phases of the Project to which this Agreement applies. This relationship is that of a buyer and seller of professional services and as such the Engineer is an independent contractor in the performance of this Agreement and it is understood that the parties have not entered into any joint venture or partnership with the other. The Engineer shall not be considered to be the agent of the Client. Nothing contained in this Agreement shall create a contractual relationship with a cause of action in favor of a third party against either the Client or Engineer.
Furthermore, causes of action between the parties to this Agreement pertaining to acts of failures to act shall be deemed to have accrued and the applicable statute of limitations shall commence to run not later than the date of substantial completion.
2. Responsibility of the Engineer: Engineer will strive to perform services under this Agreement in accordance with generally accepted and currently recognized engineering practices and principles, and in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions. No other representation, express or implied, and no warranty or guarantee is included or intended in this Agreement, or in any report, opinion, document, or otherwise.
Notwithstanding anything to the contrary which may be contained in this Agreement or any other material incorporated herein by reference, or in any Agreement between the Client and any other party concerning the Project, the Engineer shall not have control or be in charge of and shall not be responsible for the means, methods, techniques, sequences or procedures of construction, or the safety, safety precautions or programs of the Client, the construction contractor, other contractors or subcontractors performing any of the work or providing any of the services on the Project. Nor shall the Engineer be responsible for the acts or omissions of the Client, or for the failure of the Client, any architect, engineer, consultant, contractor or subcontractor to carry out their respective responsibilities in accordance with the Project documents, this Agreement or any other agreement concerning the Project. Any provision which purports to amend this provision shall be without effect unless it contains a reference that the content of this condition is expressly amended for the purposes described in such amendment and is signed by the Engineer.
3. Changes: Client reserves the right by written change order or amendment to make changes in requirements, amount of work, or engineering time schedule adjustments, and Engineer and Client shall negotiate appropriate adjustments acceptable to both parties to accommodate any changes, if commercially possible.
4. Suspension of Services: Client may, at any time, by written order to Engineer (Suspension of Services Order) require Engineer to stop all, or any part, of the services required by this Agreement. Upon receipt of such an order, Engineer shall

immediately comply with its terms and take all reasonable steps to minimize the costs associated with the services affected by such order.

Engineer will not be obligated to provide the same personnel employed prior to suspension, when the services are resumed, in the event that the period of suspension is greater than thirty (30) days.

5. Termination: This Agreement may be terminated by either party upon thirty (30) 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. This Agreement may be terminated by Client, under the same terms, whenever Client shall determine that termination is in its best interests. Cost of termination, including salaries, overhead and fee, incurred by Engineer either before or after the termination date shall be reimbursed by Client.
6. Documents Delivered to Client: Drawings, specifications, reports, and any other Project Documents prepared by Engineer in connection with any or all of the services furnished hereunder shall be delivered to the Client for the use of the Client. Engineer shall have the right to retain originals of all Project Documents and drawings for its files. Furthermore, it is understood and agreed that the Project Documents such as, but not limited to reports, calculations, drawings, and specifications prepared for the Project, whether in hard copy or machine-readable form, are instruments of professional service intended for one-time use in the construction of this Project. These Project Documents are and shall remain the property of the Engineer. The Client may retain copies, including copies stored on magnetic tape or disk, for information and reference in connection with the occupancy and use of the Project.

When and if record drawings are to be provided by the Engineer, Client understands that information used in the preparation of record drawings is provided by others and Engineer is not responsible for accuracy, completeness, nor sufficiency of such information. Client also understands that the level of detail illustrated by record drawings will generally be the same as the level of detail illustrated by the design drawing used for project construction. If additional detail is requested by the Client to be included on the record drawings, then the Client understands and agrees that the Engineer will be due additional compensation for additional services.

The Engineer ~~also~~ reserves the right to retain hard copy originals of all Project Documentation delivered to the Client in machine readable form, which originals shall be referred to and shall govern in the event of any inconsistency between the two.

The Client understands that the automated conversion of information and data from the system and format used by the Engineer to an alternate system or format cannot be accomplished without the introduction of inexactitudes, anomalies, and errors. In the event Project Documentation provided to the Client in machine readable form is so converted, the Client agrees to assume all risks associated therewith and, to the fullest extent permitted by law, to hold harmless and indemnify the Engineer from and

against all claims, liabilities, losses, damages, and costs, including but not limited to attorney's fees, arising therefrom or in connection therewith.

The Client recognizes that changes or modifications to the Engineer's instruments of professional service introduced by anyone other than the Engineer may result in adverse consequences which the Engineer can neither predict nor control. Therefore, and in consideration of the Engineer's agreement to deliver its instruments of professional service in machine readable form, the Client agrees, to the fullest extent permitted by law, to hold harmless and indemnify the Engineer from and against all claims, liabilities, losses, damages, and costs, including but not limited to attorney's fees, arising out of or in any way connected with the modification, misinterpretation, misuse, or reuse by others of the machine readable information and data provided by the Engineer under this Agreement. The foregoing indemnification applies, without limitation, to any use of the Project Documentation on other projects, for additions to this Project, or for completion of this Project by others, excepting only such use as may be authorized, in writing, by the Engineer.

7. Reuse of Documents: All Project Documents including but not limited to reports, opinions of probable costs, drawings and specifications furnished by Engineer pursuant to this Agreement are intended for use on the Project only. They cannot be used by Client or others on extensions of the Project or any other project. Any reuse, without specific written verification or adaptation by Engineer, shall be at Client's sole risk, and Client shall indemnify and hold harmless Engineer from all claims, damages, losses, and expenses including attorney's fees arising out of or resulting therefrom.

The Engineer shall have the right to include representations of the design of the Project, including photographs of the exterior and interior, among the Engineer's promotional and professional materials. The Engineer's materials shall not include the Client's confidential and proprietary information if the Client has previously advised the Engineer in writing of the specific information considered by the Client to be confidential and proprietary. For the purposes of this Agreement, the parties acknowledge that such information shall be confidential and proprietary and shall not be used by Engineer for any purpose without Client's written consent.

8. Standard of Practice: The Engineer will strive to conduct services under this agreement in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions as of the date of this Agreement.
9. Compliance With Laws: The Engineer will strive to exercise usual and customary professional care in his/her efforts to comply with those laws, codes, ordinance and regulations which are in effect as of the date of this Agreement.
10. Indemnification: Engineer shall indemnify and hold harmless Client from loss or expense, including reasonable attorney's fees for claims for personal injury (including

death) or property damage to the extent caused by the sole negligent act, error or omission of Engineer.

Client shall indemnify and hold harmless Engineer under this Agreement, from loss or expense, including reasonable attorney's fees, for claims for personal injuries (including death) or property damage arising out of the sole negligent act, error or omission of Client.

In the event of joint or concurrent negligence of Engineer and Client, each shall bear that portion of the loss or expense that its share of the joint or concurrent negligence bears to the total negligence (including that of third parties), which caused the personal injury or property damage.

Engineer shall not be liable for special, incidental or consequential damages, including, but not limited to loss of profits, revenue, use of capital, claims of customers, cost of purchased or replacement power, or for any other loss of any nature, whether based on contract, tort, negligence, strict liability or otherwise, by reasons of the services rendered under this Agreement.

11. Opinions of Probable Cost: Since Engineer has no control over the cost of labor, materials or equipment, or over the Contractor(s) method of determining process, or over competitive bidding or market conditions, his/her opinions of probable Project Construction Cost provided for herein are to be made on the basis of his/her experience and qualifications and represent his/her judgement as a design professional familiar with the construction industry, but Engineer cannot and does not guarantee that proposal, bids or the Construction Cost will not vary from opinions of probable construction cost prepared by him/her. If prior to the Bidding or Negotiating Phase, Client wishes greater accuracy as to the Construction Cost, the Client shall employ an independent cost estimator Consultant for the purpose of obtaining a second construction cost opinion independent from Engineer.
12. Governing Law & Dispute Resolutions: This Agreement shall be governed by and construed in accordance with Articles previously set forth by (Item 9 of) this Agreement, together with the laws of the **State of Illinois**.

The validity, construction and interpretation of this Agreement shall be governed by the laws of the State of Illinois without regard to the conflict of law provisions. The parties hereto irrevocably agree that all actions or proceedings in any way, manner or respect arising out of or from or related to this Agreement shall be only litigated in the Circuit Court, Twelfth Judicial Circuit, Will County, Illinois. Each party hereby consents and submits to personal jurisdiction in the State of Illinois and waives any right such party may have to transfer the venue of any such action of proceeding.

13. Successors and Assigns: The terms of this Agreement shall be binding upon and inure to the benefit of the parties and their respective successors and assigns: provided, however, that neither party shall assign this Agreement in whole or in part without the prior written approval of the other.
14. Waiver of Contract Breach: The waiver of one party of any breach of this Agreement or the failure of one party to enforce at any time, or for any period of time, any of the provisions hereof, shall be limited to the particular instance, shall not operate or be deemed to waive any future breaches of this Agreement and shall not be construed to be a waiver of any provision, except for the particular instance.
15. Entire Understanding of Agreement: This Agreement represents and incorporates the entire understanding of the parties hereto, and each party acknowledges that there are no warranties, representations, covenants or understandings of any kind, matter or description whatsoever, made by either party to the other except as expressly set forth herein. Client and the Engineer hereby agree that any purchase orders, invoices, confirmations, acknowledgments, or other similar documents executed or delivered with respect to the subject matter hereof that conflict with the terms of the Agreement shall be null, void and without effect to the extent they conflict with the terms of this Agreement.
16. Amendment: This Agreement shall not be subject to amendment unless another instrument is duly executed by duly authorized representatives of each of the parties and entitled "Amendment of Agreement".
17. Severability of Invalid Provisions: If any provision of the Agreement shall be held to contravene or to be invalid under the laws of any particular state, county or jurisdiction where used, such contravention shall not invalidate the entire Agreement, but it shall be construed as if not containing the particular provisions held to be invalid in the particular state, country or jurisdiction and the rights or obligations of the parties hereto shall be construed and enforced accordingly.
18. Force Majeure: Neither Client nor Engineer shall be liable for any fault or delay caused by any contingency beyond their control including but not limited to acts of God, wars, strikes, walkouts, fires, natural calamities, or demands or requirements of governmental agencies.
19. Subcontracts: Engineer may subcontract portions of the work, but each subcontractor must be approved by Client in writing.
20. Access and Permits: Client shall arrange for Engineer to enter upon public and private property and obtain all necessary approvals and permits required from all governmental authorities having jurisdiction over the Project. Client shall pay costs (including Engineer's employee salaries, overhead and fee) incident to any effort by

Engineer toward assisting Client in such access, permits or approvals, if Engineer perform such services.

21. Designation of Authorized Representative: Each party (to this Agreement) shall designate one or more persons to act with authority in its behalf in respect to appropriate aspects of the Project. The persons designated shall review and respond promptly to all communications received from the other party.
22. Notices: Any notice or designation required to be given to either party hereto shall be in writing, and unless receipt of such notice is expressly required by the terms hereof shall be deemed to be effectively served when deposited in the mail with sufficient first class postage affixed, and addressed to the party to whom such notice is directed at such party's place of business or such other address as either party shall hereafter furnish to the other party by written notice as herein provided.
23. Client's Responsibilities: The Client agrees to provide full information regarding requirements for and about the Project, including a program which shall set forth the Client's objectives, schedule, constraints, criteria, special equipment, systems and site requirements.

The Client agrees to furnish and pay for all legal, accounting and insurance counseling services as may be necessary at any time for the Project, including auditing services which the Client may require to verify the Contractor's Application for Payment or to ascertain how or for what purpose the Contractor has used the money paid by or on behalf of the Client.

The Client agrees to require the Contractor, to the fullest extent permitted by law, to indemnify, hold harmless, and defend the Engineer, its consultants, and the employees and agents of any of them from and against any and all claims, suits, demands, liabilities, losses, damages, and costs ("Losses"), including but not limited to costs of defense, arising in whole or in part out of the negligence of the Contractor, its subcontractors, the officers, employees, agents, and subcontractors of any of them, or anyone for whose acts any of them may be liable, regardless of whether or not such Losses are caused in part by a party indemnified hereunder. Specifically excluded from the foregoing are Losses arising out of the preparation or approval of maps, drawings, opinions, reports, surveys, change orders, designs, or specifications, and the giving of or failure to give directions by the Engineer, its consultants, and the agents and employees of any of them, provided such giving or failure to give is the primary cause of Loss. The Client also agrees to require the Contractor to provide to the Engineer the required certificate of insurance.

The Client further agrees to require the Contractor to name the Engineer, its agents and consultants on the Contractor's policy or policies of comprehensive or commercial general liability insurance. Such insurance shall include products and completed

operations and contractual liability coverages, shall be primary and noncontributing with any insurance maintained by the Engineer or its agents and consultants, and shall provide that the Engineer be given thirty days, unqualified written notice prior to any cancellation thereof.

When Contract Documents prepared under the Scope of Services of this contract require insurance(s) to be provided, obtained and/or otherwise maintained by the Contractor, the Client agrees to be wholly responsible for setting forth any and all such insurance requirements. Furthermore, any document provided for Client review by the Engineer under this Contract related to such insurance(s) shall be considered as sample insurance requirements and not the recommendation of the Engineer. Client agrees to have their own risk management department review any and all insurance requirements for adequacy and to determine specific types of insurance(s) required for the project. Client further agrees that decisions concerning types and amounts of insurance are specific to the project and shall be the product of the Client. As such, any and all insurance requirements made part of Contract Documents prepared by the Engineer are not to be considered the Engineer's recommendation, and the Client shall make the final decision regarding insurance requirements.

25. Information Provided by Others: The Engineer shall indicate to the Client the information needed for rendering of the services of this Agreement. The Client shall provide to the Engineer such information as is available to the Client and the Client's consultants and contractors, and the Engineer shall be entitled to rely upon the accuracy and completeness thereof. The Client recognizes that it is impossible for the Engineer to assure the accuracy, completeness and sufficiency of such information, either because it is impossible to verify, or because of errors or omissions which may have occurred in assembling the information the Client is providing. Accordingly, the Client agrees, to the fullest extent permitted by law, to indemnify and hold the Engineer and the Engineer's subconsultants harmless from any claim, liability or cost (including reasonable attorneys' fees and cost of defense) for injury or loss arising or allegedly arising from errors, omissions or inaccuracies in documents or other information provided by the Client to the Engineer.
26. Payment: Client shall be invoiced once each month for work performed during the preceding period. Payment shall be made by the Client according to the terms and provisions of the Illinois Prompt Payment Act, Engineer will provide to the Client a detailed statement of tasks performed by it and reimbursement for expenses, if any. The maximum interest rate under this Section shall be the amount set forth in the Act.

Collection Costs. In the event legal action is necessary to enforce the payment provisions of this Agreement, the Engineer shall be entitled to collect from the Client any judgement or settlement sums due, reasonable attorneys' fees, court costs and expenses incurred by the Engineer in connection therewith.

Suspension of Services. If the Client fails to make payments when due or otherwise is in breach of this Agreement, the Engineer may suspend performance of services upon five (5) calendar days' notice to the Client. The Engineer shall have no liability whatsoever to the Client for any costs or damages as a result of such suspension caused by any breach of this Agreement by the Client.

27. When construction observation tasks are part of the service to be performed by the Engineer under this Agreement, the Client will include the following clause in the construction contract documents and Client agrees not to modify or delete it:

Kotecki Waiver. Contractor (and any subcontractor into whose subcontract this clause is incorporated) agrees to assume the entire liability for all personal injury claims suffered by its own employees, including without limitation claims under the **Illinois** Structural Work Act, asserted by persons allegedly injured on the Project; waives any limitation of liability defense based upon the Worker's Compensation Act, court interpretations of said Act or otherwise; and to the fullest extent permitted by law, agrees to indemnify and hold harmless and defend Owner and Engineer and their agents, employees and consultants (the "Indemnitees") from and against all such loss, expense, damage or injury, including reasonable attorneys' fees, that the Indemnitees may sustain as a result of such claims, except to the extent that **Illinois** law prohibits indemnity for the Indemnitees' own negligence. The Owner and Engineer are designated and recognized as explicit third-party beneficiaries of the Kotecki Waiver within the general contract and all subcontracts entered into in furtherance of the general contract.

28. **Job Site Safety/Supervision & Construction Observation:** The Engineer shall neither have control over or charge of, nor be responsible for, the construction means, methods, techniques, sequences of procedures, or for safety precautions and programs in connection with the Work since they are solely the Contractor's rights and responsibilities. The Client agrees that the Contractor shall supervise and direct the work efficiently with his/her best skill and attention; and that the Contractor shall be solely responsible for the means, methods, techniques, sequences and procedures of construction and safety at the job site. The Client agrees and warrants that this intent shall be carried out in the Client's contract with the Contractor. The Client further agrees that the Contractor shall be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the work; and that the Contractor shall take all necessary precautions for the safety of, and shall provide the necessary protection to prevent damage, injury or loss to all employees on the subject site and all other persons who may be affected thereby. The Engineer shall have no authority to stop the work of the Contractor or the work of any subcontractor on the project.

When construction observation services are included in the Scope of Services, the Engineer shall visit the site at intervals appropriate to the stage of the Contractor's operation, or as otherwise agreed to by the Client and the Engineer to: 1) become generally familiar with and to keep the Client informed about the progress and quality of the Work; 2) to strive to bring to the Client's attention defects and deficiencies in the Work and; 3) to determine in general if the Work is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. However, the Engineer shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. If the Client desires more extensive project observation, the Client shall request that such services be provided by the Engineer as Additional and Supplemental Construction Observation Services in accordance with the terms of this Agreement.

The Engineer shall not be responsible for any acts or omissions of the Contractor, subcontractor, any entity performing any portions of the Work, or any agents or employees of any of them. The Engineer does not guarantee the performance of the Contractor and shall not be responsible for the Contractor's failure to perform its Work in accordance with the Contract Documents or any applicable laws, codes, rules or regulations.

When municipal review services are included in the Scope of Services, the Engineer (acting on behalf of the municipality), when acting in good faith in the discharge of its duties, shall not thereby render itself liable personally and is, to the maximum extent permitted by law, relieved from all liability for any damage that may accrue to persons or property by reason of any act or omission in the discharge of its duties. Any suit brought against the Engineer which involve the acts or omissions performed by it in the enforcement of any provisions of the Client's rules, regulation and/or ordinance shall be defended by the Client until final termination of the proceedings. The Engineer shall be entitled to all defenses and municipal immunities that are, or would be, available to the Client.

29. Hazardous Materials/Pollutants: Unless otherwise provided by this Agreement, the Engineer and Engineer's consultants shall have no responsibility for the discovery, presence, handling, removal, or disposal of or exposure of persons to hazardous materials/pollutants in any form at the Project site, including but not limited to mold/mildew, asbestos, asbestos products, polychlorinated biphenyl (PCB) or other toxic/hazardous/pollutant type substances.

Furthermore, Client understands that the presence of mold/mildew and the like are results of prolonged or repeated exposure to moisture and the lack of corrective action. Client also understands that corrective action is a operation, maintenance and repair activity for which the Engineer is not responsible.



City Council Agenda Memo

Crest Hill, IL

Meeting Date:	04/01/24
Name:	Ron Mentzer
Department:	Building Department
Topic:	Rental Property Registration and Inspection Ordinance Change

Summary: Tolemi's BuildingBlocks rental property registration website platform (the "Tolemi platform") was approved by City Council at the 08/07/23 meeting. Tolemi has been working to obtain access to the City's Caselle software as well as property information from Will County.

At this time we are ready to go live with the rental property registration website. Before doing so, Community Development Department staff recommends the City Council approve the attached changes to the City's existing rental property ordinance to more clearly state the requirements for registration and to add an annual fee for registration which will help offset the cost of the Tolemi platform.

The initial cost to set up and operate the Tolemi platform was \$27,600 and will carry a renewal cost of \$24,000 annually. The additional revenue generated by the recommended annual rental registration fees is projected to cover the annual cost of the Tolemi platform as well as provide a cushion to offset any potential future increases. The recommended annual fees are comparable to those of surrounding communities with rental property registration and inspection programs.

Per the discussion at the 03/25/24 work session Staff prepared Exhibit A to summarize the number and type of rental unit buildings currently registered in the City, the estimated revenue that would be created under various registration fee tiers, and the registration fees currently charged in Joliet, Romeoville, and Lockport. Based on this information, staff recommends a fee of no less than \$25 per unit. Based on currently registered properties, this registration fee would generate approximately \$53,900 in registration revenue annually.

Recommended Council Action: Approve the proposed ordinance changes with a fee of \$25 or more per unit.

Financial Impact:

Funding Source:

Budgeted Amount:

Cost:

Attachments: Exhibit A and draft of proposed ordinance changes.

Registered Rental Unit Breakdown

552	1-unit	9	8-unit
6	2-unit	34	12-unit
5	3-unit	2	18-unit
9	4-unit	1	23-unit
12	6-unit	11	38-unit
		4	47-unit
		2	50-unit
		4	53-unit

Assuming all units registered under the new ordinance, fees would be as follows:

At \$10 per unit - \$21,560 annually
 At \$15 per unit - \$32,340 annually
 At \$20 per unit - \$43,120 annually
 At \$25 per unit - \$53,900 annually
 At \$30 per unit - \$64,680 annually
 At \$35 per unit - \$75,460 annually
 At \$40 per unit - \$86,240 annually
 At \$45 per unit - \$97,020 annually
 At \$50 per unit - \$107,800 annually

Other communities:

Joliet – per building (not always annual depending on situation)

1-unit	\$100	11-16	\$400
2-unit	\$120	18-19	\$450
3-5	\$160	20-30	\$500
6-10	\$300	31-40	\$700
		41-50	\$800
		51-71	\$900

Lockport – per building

1-unit	\$50
2-unit	\$90
3-5	\$125
6-15	\$150
16-25	\$200
26+	\$300

Romeoville – per building

Single family	\$75	Additonal single family w/same owner	\$65
Multi family	\$100		

ORDINANCE NO. _____

**AN ORDINANCE AMENDING TITLE 15 (BUILDINGS AND CONSTRUCTION),
CHAPTER 15.09 (INSPECTION OF RENTAL UNITS), SECTION 15.09.020
(INSPECTION REQUIRED) BY REPEALING SECTION 15.09.020(C) AND ADDING A
NEW SECTION 15.09.080 (REGISTRATION REQUIRED) OF THE CITY OF CREST
HILL CODE OF ORDINANCES**

WHEREAS, the City of Crest Hill is authorized by Section 11-60-1 of the Illinois Municipal Code to fix the amount, terms and manner of issuing, regulating and revoking licenses (65 ILCS 5/11-60-1); and

WHEREAS, the City of Crest Hill has previously exercised said authority by adopting Chapter 15.09 Inspection of Rental Units, including Sections for definitions, inspection required, frequency of inspections, inspection certificate required, inspection procedure, suspension or revocation of certificate, and fees; and

WHEREAS, pursuant to its express authority granted by the Illinois Municipal Code, the City of Crest Hill has from time to time deemed it necessary to amend its Code of Ordinances; and

WHEREAS, the City Council has determined that the City of Crest Hill Code should be amended to by eliminating Section 15.09.020(C) and adding a new Section 15.09.080 (Registration required).

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Crest Hill, Illinois, as follows:

SECTION 1: PREAMBLE. The preamble of this Ordinance is declared to be true and correct and is incorporated by reference as if fully set forth in this Section 1.

SECTION 2: APPROVAL. Section 15.09.020(C) is hereby repealed in its entirety and new Section 15.09.080 is hereby adopted and added, with all other sections of Chapter 15.09 remaining unchanged:

**CHAPTER 15.09: REGISTRATION AND INSPECTION OF RENTAL
UNITS**

Section

- 15.09.010 Definitions
- 15.09.020 Inspection required
- 15.09.030 Frequency of inspections
- 15.09.040 Inspection certificate required
- 15.09.050 Inspection procedure
- 15.09.060 Suspension or revocation of certificate

15.09.070 Fees

15.09.080 Registration required

15.09.020 INSPECTION REQUIRED.

- (A) All single-family dwellings that are not occupied by the owner and are rented or leased to another person or entity and the rental unit of a two-family dwelling in which the other unit is owner-occupied shall be subject to the inspection and compliance with the systematic inspection of this code.
- (B) All residential duplex units, multi-family dwelling units and commercial units that are not occupied by the owner and are rented or leased to another person or entity shall be subject to inspection and compliance with the systematic inspection of this code.

15.09.80 REGISTRATION REQUIRED.

- (A) Every owner of a rental property shall be required to submit to the city, via the online registry portal, the following rental property registration information:
 - (1) Address of the rental property;
 - (2) Number of units on the property;
 - (3) Name, address, phone number, and email of the property owner;
 - (4) Name, address, phone number, and email of the agent or person in charge of the property, where applicable;
 - (5) Name, address, phone number, and email of the person or persons to contact in the event of an emergency;
 - (6) An update of any of the above information, should changes occur, within seven business days of the effective date of the change. It shall be the responsibility of the property owner, landlord and/or property manager to update the rental property registration information on the online registry portal to reflect said changes.
- (B) The fee for rental registration shall be \$_____ per unit/building and shall be due annually on the date of the first registration.

SECTION 3: SEVERABILITY. If any section, paragraph, clause or provision of this Ordinance is held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any other provision of this Ordinance.

SECTION 4: REPEALER. All ordinances, resolutions or orders, or parts thereof, which conflict with the provisions of this Ordinance are to the extent of such conflict hereby repealed.

SECTION 5: EFFECTIVE DATE. This Ordinance shall be in full force and effect immediately upon its passage and publication according to law.

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PASSED THIS _____ DAY OF _____, 2024.

	Aye	Nay	Absent	Abstain
Alderman John Vershay	_____	_____	_____	_____
Alderman Scott Dyke	_____	_____	_____	_____
Alderwoman Claudia Gazal	_____	_____	_____	_____
Alderman Darrell Jefferson	_____	_____	_____	_____
Alderperson Tina Oberlin	_____	_____	_____	_____
Alderman Mark Cipiti	_____	_____	_____	_____
Alderman Nate Albert	_____	_____	_____	_____
Alderman Joe Kubal	_____	_____	_____	_____
Mayor Raymond R. Soliman	_____	_____	_____	_____

Christine Vershay-Hall, City Clerk

APPROVED THIS _____ DAY OF _____, 2024.

Raymond R. Soliman, Mayor

ATTEST:

Christine Vershay-Hall, City Clerk



City Council Agenda Memo

Crest Hill, IL

Meeting Date:	April 1, 2024
Submitter:	Maura Rigoni, AICP, Interim Planner
Department:	Community & Economic Development
Agenda Item:	Noonan Variance

Summary:

Dainius Kasperavicius, the owner of 2001 Noonan, appeared before the City Council at the March 25, 2024 Work Session, requesting consideration of several variations to permit a shed on the subject parcel.

The application for the variation for the side yard, rear yard, and encroachment into the easement, appeared before the Plan Commission at the February 8th and March 14th meetings at which time the Plan Commission forwarded a favorable recommendation, conditioned upon the following.

- The applicant acknowledges this accessory structure is located in a stormwater and public utility easement and that the installation of the accessory structure at this location is at their own risk.
- If the City or another authorized utility company needs to access, maintain, install, or repair any utilities within the area, it is understood the accessory structure may be impacted. The restoration is the responsibility of the property owner, not the city or the utility company.

Council Action: If the Mayor and City Council are amenable to the proposal, you may approve the Ordinance issuing the approval of the variation request for 2001 Noonan subject to the Findings of Fact and the conditions as outlined in the Ordinance.

Attachments:

- Variation Ordinance

ORDINANCE NO. _____

**AN ORDINANCE APPROVING A VARIATION TO THE CREST HILL ZONING ORDINANCE
WITH RESPECT TO CERTAIN REAL PROPERTY
(APPLICATION OF DAINIUS KASPERAVICIUS 2001 NOONAN)**

WHEREAS, the Illinois Municipal Code, 65 ILCS 5/11-13-5 (the “Code”) authorizes the corporate authorities to “vary their application in harmony with their general purpose and intent and in accordance with general or specific rules therein contained in cases where there are practical difficulties or particular hardship in the way of carrying out the strict letter of any of those regulations relating to the use, construction, or alteration of buildings or structures or the use of land;” and

WHEREAS, the Code states that a variation shall be permitted only upon the finding of certain requirements listed in the Code; and

WHEREAS, the City of Crest Hill (“City”) has enacted said requirements in Section 12.6-2 of the Crest Hill Zoning Ordinance; and

WHEREAS, Dainius Kasperavicius (“Owner”) has filed an application requesting approval of a variation from Section 8.3-6 of the Crest Hill Zoning Ordinance, specifically a reduction of the required side and rear yard setbacks for an accessory structure and encroachment into a public utility drainage easement to permit an accessory structure, specifically a shed (“application”) for property located at 2001 Noonan, with PIN 11-04-31-124-005-0000, within the City of Crest Hill, (the “Property”), with proper notice thereof given; and

WHEREAS; the Crest Hill Plan Commission, by a formal vote taken on March 14, 2024 recommended approval of the application upon making the following findings, and after holding public hearings on February 8, 2024 and March 14, 2024, with proper notice thereof given, as more fully detailed in the attached Findings and Decision “Exhibit B,” based upon the evidence presented:

- A. The variation is in harmony with the general purpose and intent of the Zoning Ordinance; and
- B. The plight of the owner is due to unique circumstances and thus strict enforcement of the Zoning Ordinance would result in practical difficulties or impose exceptional hardships due to the special and unusual conditions that are not generally found on other properties in the same zoning district; and
- C. The Property cannot yield a reasonable return if permitted to be used only under the conditions allowed by the Zoning Ordinance; and
- D. The variation, if granted, will not alter the essential character of the locality and will not be a substantial detriment to adjacent Property; and

WHEREAS, the City Council has examined the March 14, 2024, Findings and Decision of the Plan Commission and has considered the presentations and arguments of the applicant in an open meeting regularly scheduled; and

WHEREAS, the City Council finds that it is in the best interests of the City that the recommendation of the Plan Commission be adopted and that the application be granted.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Crest Hill, Will County, Illinois, as follows:

SECTION 1: The Preambles of this Ordinance are incorporated herein by reference.

SECTION 2: That the City Council hereby adopts and ratifies the findings and decision of the Plan Commission, attached hereto as “Exhibit B” and incorporated by reference herein, as the finding and decision of the City Council in relation to the application requesting a variance from Section 8.3-6 of the Crest Hill Zoning Ordinance, specifically a reduction of the required side and rear yard setbacks for an accessory structure and encroachment into a public utility drainage easement to permit of an accessory structure, specifically a shed (“application”) for property located at 2001 Noonan, with PIN 11-04-31-124-005-0000, withing the City of Crest Hill, as legally described as follows:

Territory Described. See attached legal description “Exhibit A.”

Conditioned upon the reviewed plans, public testimony, and findings of fact, and

1. The applicant acknowledges this accessory structure is located in a stormwater and public utility easement and that the installation of the accessory structure at this location is at his own risk.
2. If the City or another authorized utility company needs to access, maintain, install, or repair any utilities within the easement area, it is understood that the accessory structure may be impacted and may be required to be moved. Any and all restoration costs of work done in the easement area shall be solely the responsibility of the Owner and not the responsibility of the City or the utility company.

SECTION 3: A variation is hereby granted to Section 8.3-6 of the Crest Hill Zoning Ordinance to authorize the reduction of the required side and rear yard setbacks for an accessory structure and encroachment into a public utility drainage easement to permit of an accessory structure, specifically a shed for property located at 2001 Noonan, with PIN 11-04-31-124-005-0000.

SECTION 4: This Ordinance shall become effective only upon the attachment of a fully executed Exhibit “C” within 60 days of the passage of this Ordinance. In the event that Exhibit “C” is not executed within 60 days, this Ordinance shall have no force and effect, and shall be subject to repeal by the City Council without further notice or hearing due to the Owner or Applicant.

SECTION 5: This Ordinance shall take effect upon its passage according to law.

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PASSED THIS 1th DAY OF APRIL, 2024

	Aye	Nay	Absent	Abstain
Alderman John Vershay	_____	_____	_____	_____
Alderman Scott Dyke	_____	_____	_____	_____
Alderwoman Claudia Gazal	_____	_____	_____	_____
Alderman Mark Cipiti	_____	_____	_____	_____
Alderperson Tina Oberlin	_____	_____	_____	_____
Alderman Darrell Jefferson	_____	_____	_____	_____
Alderman Nate Albert	_____	_____	_____	_____
Alderman Joe Kubal	_____	_____	_____	_____
Mayor Ray Soliman	_____	_____	_____	_____

Christine Vershay-Hall, City Clerk

APPROVED THIS 1th DAY OF APRIL, 2024.

Raymond R Soliman, Mayor

ATTEST:

Christine Vershay-Hall, City Clerk

“Exhibit A”

PERMANENT INDEX NO: 11-04-31-124-005-0000

LEGAL DESCRIPTION

LOT 1 IN CREST ACRES UNIT 3, A SUBDIVISION OF PART OF THE NORTHWEST QUARTER OF SECTION 31, TOWNSHIP 36 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED OCTOBER 28, 1988 AS DOCUMENT R88-051849, IN WILL COUNTY, ILLINOIS.

“Exhibit B”

BEFORE THE PLAN COMMISSION
OF THE CITY OF CREST HILL, ILLINOIS

IN RE:)
)
The application of Dainius Kasperavicius) No. V-24-1-2-1
)
For a variation.)

**FINDINGS AND DECISION OF THE
PLAN COMMISSION AS TO CASE NO. V-24-1-2-1
THE APPLICATION DAINIUS KASPERAVICIUS
FOR A VARIATION AT 2001 NOONAN**

THIS APPLICATION, coming before for a decision by the Plan Commission, and the Plan Commission having heard the evidence in support and opposition to the application at a regularly scheduled meeting held on March 14, 2024, being fully advised in the premises, THE COMMISSION DOES MAKE THE FOLLOWING FINDINGS:

A. That the applicant, Dainius Kasperavicius, is the owner of the real estate described in the application;

B. That the application seeks a variation for the property described in the application, commonly known as 2001 Noonan in Crest Hill, Illinois (the “Property”);

C. That the Property is zoned R-1;

D. That the application seeks approval of a variation from Section 8.3-6 of the Crest Hill Zoning Ordinance to permit the reduction of the required side and rear yard setbacks for an accessory structure and encroachment into a public utility drainage easement to permit of an accessory structure, specifically a shed (“application”) for property located at 2001 Noonan, with PIN 11-04-31-124-005-0000.

E. That the proposed use is not allowed on the property as currently zoned;

F. That the application for the variation was properly submitted and notice of the application and the public hearing were properly made;

G. That no interested parties filed their appearances herein;

H. That the public hearing was opened and called to order on February 8, 2024, the applicant presented evidence and arguments in support of its application on February 8, 2024 and again at the continued public hearing on March 14, 2024. The public hearing was duly transcribed by a certified shorthand reporter of the State of Illinois;

I. That the rules adopted by the Plan Commission for the conduct of Public Hearings by the Plan Commission were duly followed and observed;

J. That the proposed variation, as considered under section 12.6 of the Zoning Ordinance, meets the standards for the granting of a variation under section 12.6-2 as the proposed use meets all the criteria set forth in subsections 12.6-2(1)-(8).

THEREFORE, IT IS THE DECISION OF THE PLAN COMMISSION OF THE CITY OF CREST HILL, ILLINOIS, BASED UPON THE EVIDENCE HEARD BY SAME AND ARGUMENTS AND SUGGESTIONS HEARD AT THE PUBLIC HEARING, AND HAVING DULY CONSIDERED THE MANDATES AND STANDARDS AS SET FORTH IN THE CITY OF CREST HILL, ILLINOIS ZONING ORDINANCE FOR THE GRANTING OF VARIANCES, AS FOLLOWS:

1. That the application of Dainius Kasperavicius for a variance for the reduction of the required side and rear yard setbacks for an accessory structure and encroachment into a public utility drainage easement to permit of an accessory structure, specifically a shed (“application”) for property located at 2001 Noonan, with PIN 11-04-31-124-005-0000 was approved and is supported by the evidence adduced;

2. It is therefore the recommendation of the City of Crest Hill Plan Commission that the application for the variation be granted.

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Adopted by the Plan Commission of the City of Crest Hill, Illinois, this 14th Day of March 2024
upon the following voice vote:

	Aye	Nay	Absent	Abstain
Commissioner Bill Thomas	<div></div>	<div></div>	<div></div>	<div></div>
Commissioner Ken Carroll	<div></div>	<div></div>	<div></div>	<div></div>
Commissioner Cheryl Slabozeski	<div></div>	<div></div>	<div></div>	<div></div>
Commissioner Angelo Deserio	<div></div>	<div></div>	<div></div>	<div></div>
Commissioner Jan Plettau	<div></div>	<div></div>	<div></div>	<div></div>
Commissioner Jeff Peterson	<div></div>	<div></div>	<div></div>	<div></div>
Commissioner John Stanton	<div></div>	<div></div>	<div></div>	<div></div>

Approved:

Bill Thomas, Chairman

Attest:

Christine Vershay-Hall, City Clerk

EXHIBIT “C”
UNCONDITIONAL AGREEMENT AND CONSENT

TO: The City of Crest Hill, Illinois ("City"):

WHEREAS, DAINIUS KASPERAVICIUS (the "**Owner**") is the owner of that certain real property commonly known 2001 Noonan, with PIN 11-04-31-124-005-0000, within the City of Crest Hill, (the "Property"), and has sought a setback and encroachment variation for a shed located on the Property; and

WHEREAS, Ordinance No. _____, approved and passed by the Crest Hill City Council on April 1, 2024, ("the **Ordinance**"), approved a Variation for the rear and side yard setbacks and the encroachment of the shed on a public utility drainage easement; and

WHEREAS, Section 4 of the Ordinance provides, among other things, that the Ordinance shall not take effect, and subject to repeal unless and until the Owner has executed, within 60 days following the passage of the Ordinance, this Exhibit “C”, its Unconditional Agreement and Consent to accept and abide by all of the terms, conditions, and limitations set forth in the Ordinance.

NOW, THEREFORE, the Owner does hereby agree, and covenant as follows:

1. The Owner hereby unconditionally agrees to, accept, consent to, and will abide by all terms, conditions, limitations, restrictions, and provisions of the Ordinance.
2. The Owner acknowledges that all required public notices and hearings have been properly given and held with respect to the application process and passage of the Ordinance, understands and has considered the possibility of revocation of the Ordinance as a result of violation of its terms or failure to abide by the conditions set forth in the Ordinance, and agrees, covenants and warrants that it will not challenge any such revocation on the basis of any procedural infirmity or a denial of any procedural right, provided that notice of the City's intent to Repeal or Revoke the Ordinance is provided to the Owner as required by Section 4 of the Ordinance.
3. The Owner acknowledges and agrees that the City shall not be in any way liable for any damages or injuries that may be sustained as a result of the City's granting of the Sign Variance or its passage of the Ordinance, and that the City's approvals do not, and will not, in any way be deemed to insure the Owner against damage or injury of any kind at any time.
4. The Owner hereby agrees to release, defend, indemnify and hold harmless the City of Crest Hill, its corporate authorities, elected and appointed officials, officers, employees, agents, representatives, and attorneys from any and all claims that may, at any time, be asserted against them in connection with (a) the City's review and approval of any plans and issuance of any permits, (b) the City's passage of the Ordinance, and (c) the maintenance and use of the Property as authorized by the Ordinance.

[signature page to follow]

DAINIUS KASPERAVICIUS

By: _____

Its: _____

SUBSCRIBED and **SWORN** to before me
this _____ day of _____, 2024.

Notary Public

City Council Agenda Memo

Crest Hill, IL



Meeting Date: April 1, 2024

Submitter: Maura Rigoni, AICP, Interim Planner

Department: Community & Economic Development

Agenda Item: Cozy Pawz Accommodations, LLC

Summary:

Lisa Holland, owner of Cozy Pawz Accommodations, LLC appeared before City Council on March 25, 2024, requesting a special use to operate a dog daycare and boarding facility and a parking variation for the property at located 2551 Theodore.

The application appeared before the PCZBA on February 8, 2024 and March 14, 2024, at which time the special use and variation requests received a favorable recommendation, conditioned upon the following:

- No dog walking is allowed from the subject property/facility. All dog walking services provided by the business would be provided off-site at the customer's location.
- Dogs are allowed to be in the outdoor fenced area during the hours of operation of the business, which are as follows:

Monday through Friday 6:30 a.m. – 7:00 p.m.

Saturday 8:00 a.m. – 4:00 p.m.

Sunday 9:00 a.m. – 3:00 p.m.

- Employees may remain on the property outside of normal business hours only during the instances where dogs are on the property for overnight boarding. The facility shall not provide overnight accommodation that represents sleeping or living quarters.
- Dogs being boarded overnight may utilize the outdoor fence area within the hours prescribed in the noise ordinance.
- The outdoor area must be secured by fencing on all sides. At such time, should the fencing on the adjacent property to the east be removed, the business owner must install fencing along the east property line immediately.
- The business owner shall clean/remove feces from the outdoor dog area both mid-morning and mid-afternoon. Feces shall be placed in plastic bags and then in a covered heavy plastic container that is lined

City Council

April 1, 2024

Cozy Pawz

with a bag. The container utilized for feces waste is to be located at the north-east end of building and emptied on regular garbage pick-up day.

- All overhead garage doors must be closed when not actively being used to move products or dogs in and out of the Cozy Pawz space.
- There will be seven parking spaces allocated for Cozy-Pawz Accommodation, LLC.

Council Action: If the Mayor and City Council are amenable to the proposal, you may approve the Ordinance issuing the approval of the special use and variation request for Cozy Pawz Accommodation, LLC at 2551 Theodore Street, subject to the Findings of Fact and the conditions as outlined in the Ordinance.

Attachments:

- Special Use and Variation Ordinance

ORDINANCE NO. _____

**AN ORDINANCE GRANTING A SPECIAL USE PERMIT AND PARKING
VARIATION WITH RESPECT TO CERTAIN REAL PROPERTY LOCATED WITHIN
THE CORPORATE BOUNDARIES OF CREST HILL
[APPLICATION OF Cozy Pawz Accommodations, LLC]**

WHEREAS, the Illinois Municipal Code, 65 ILCS 5/11-3.1.1 (the “Code”) authorizes the corporate authorities of any municipality to enact ordinances to provide for the classification of special uses, including, but not limited to, public and quasi-public uses affected with the public interest, uses which may have a unique, special, or unusual impact upon the use or enjoyment of neighboring property, and planned developments; and

WHEREAS, the Code states that a special use shall be permitted only upon evidence that such use meets standards, established for such classification in the ordinances, and the granting of permission may be subject to conditions reasonably necessary to meet such standards; and

WHEREAS, the City of Crest Hill (“City”) has enacted said ordinance in Section 12.7 of the Crest Hill Zoning Ordinance, specifying the requirements for special use permits; and

WHEREAS, Cozy Pawz Accommodations, LLC (“Applicant”), has properly filed and presented before the Crest Hill Plan Commission an application seeking the granting of a special use permit for a dog daycare and boarding facility and parking variation (the “Application”) for certain property within the city limits of the City of Crest Hill, Will County, Illinois, and located 2551 Theodore Street Crest Hill, Illinois, PIN: 05-06-01-204-082-0000 AND 05-06-01-204-081-0000 (the “Property”), as legally described in Exhibit “A” with proper notice thereof given; and

WHEREAS, said Property is zoned B-3 under the Crest Hill Zoning Ordinance and the Applicant has requested that the zoning be changed to a B-3 special use permit; and

WHEREAS, the Crest Hill Plan Commission, by formal vote taken March 14, 2024, following public hearings on February 8, 2024 and March 14, 2024, recommended approval of the special use permit and variation sought in the Application, with certain conditions, after holding a Public Hearing, with proper notice thereof given; and

WHEREAS, the City Council has examined the March 14, 2024, Findings and Decision of the Plan Commission hereto attached as Exhibit “B” and “C” and has considered the presentations and arguments of the Applicant in a regularly scheduled open meeting; and

WHEREAS, the City Council finds that it is in the best interests of the City that the Recommendation of the Plan Commission be accepted, and the Application be granted.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Crest Hill, Will County, Illinois, as follows:

SECTION 1: The Preambles of this Ordinance are incorporated herein by reference.

SECTION 2: That the City Council hereby accepts, adopts, and ratifies the Findings and Decision of the Plan Commission, attached hereto as “Exhibit B” and “Exhibit C”, and incorporated by reference herein, as the Findings and Decision of the City Council in relation to the Application for a special use permit and variation.

SECTION 3: That a special use permit is hereby granted to Cozy Pawz Accommodations, LLC to allow a B-3 special use for a dog daycare and boarding facility and a parking variation for the property at 2551 Theodore Street Crest Hill, Illinois PIN: PIN: 05-06-01-204-082-0000 AND 05-06-01-204-081-0000, (the “Property”), as legally described in Exhibit “A”, and in accordance with reviewed plans and the definitions of the zoning classifications currently in use in the Crest Hill Zoning Ordinance, hereinafter described and subject to the following conditions:

1. No dog walking is allowed from the subject property/facility. All dog walking services provided by the business would be provided off-site at the customer’s location.
2. Dogs are allowed to be in the outdoor fenced area during the hours of operation of the business, which are as follows:

Monday through Friday 6:30 a.m. – 7:00 p.m.

Saturday 8:00 a.m. – 4:00 p.m.

Sunday 9:00 a.m. – 3:00 p.m.

3. Employees may remain on the property outside of normal business hours only during the instances where dogs are on the property for overnight boarding. The facility shall not provide overnight accommodation that represents sleeping or living quarters.
4. Dogs being boarded overnight may utilize the outdoor fence area within the hours prescribed in the noise ordinance.
5. The outdoor area must be secured by fencing on all sides. At such time, should the fencing on the adjacent property to the east be removed, the business owner must install fencing along the east property line immediately.
6. The business owner shall clean/remove feces from the outdoor dog area both mid-morning and mid-afternoon. Feces shall be placed in plastic bags and then in a covered heavy plastic container that is lined with a bag. The container utilized for feces waste is to be located at the north-east end of building and emptied on regular garbage pick-up day.
7. All overhead garage doors must be closed when not actively being used to move products or dogs in and out of the Cozy Pawz space.
8. There will be seven parking spaces allocated for Cozy-Pawz Accommodation, LLC.

Territory Described. See attached legal description “Exhibit A.”

SECTION 4. This Ordinance shall become effective only upon the attachment of a fully executed Exhibit “D” within 60 days of the passage of this Ordinance. In the event that Exhibit “D” is not executed within 60 days, this Ordinance shall have no force and effect, and shall be subject to repeal by the City Council without further notice or hearing due to the Owner or Applicant.

SECTION 5: This Ordinance shall take effect upon its passage and publication according to law.

[Left Intentionally Blank]

PASSED THIS 1st DAY OF APRIL, 2024

	Aye	Nay	Absent	Abstain
Alderman John Vershay	_____	_____	_____	_____
Alderman Scott Dyke	_____	_____	_____	_____
Alderwoman Claudia Gazal	_____	_____	_____	_____
Alderman Darrell Jefferson	_____	_____	_____	_____
Alderperson Tina Oberlin	_____	_____	_____	_____
Alderman Mark Cipiti	_____	_____	_____	_____
Alderman Nate Albert	_____	_____	_____	_____
Alderman Joe Kubal	_____	_____	_____	_____
Mayor Raymond R. Soliman	_____	_____	_____	_____

Christine Vershay-Hall, City Clerk

APPROVED THIS 1st DAY OF APRIL, 2024

Raymond R. Soliman, Mayor

ATTEST:

Christine Vershay-Hall, City Clerk

“Exhibit A”

LEGAL DESCRIPTION

PERMANENT INDEX NO: 05-06-01-204-082-0000 AND 05-06-01-204-081-0000

LEGAL DESCRIPTION

OUTLOT B & LOTS 30-33 IN REFLECTION HEIGHTS P.U.D., THAT PART OF THE NORTH HALF OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 1, TOWNSHIP 35 NORTH, RANGE 9 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED SEPTEMBER 26, 2000, AS DOCUMENT NO. R2000-103462, IN WILL COUNTY, ILLINOIS.

“Exhibit B”

BEFORE THE PLAN COMMISSION
OF THE CITY OF CREST HILL, ILLINOIS

IN RE:)	
)	
The application Cozy Pawz)	
Accommodations, LLC)	No. SU-24-1-2-1
)	
)	
For a special use permit.)	

**FINDINGS AND DECISION OF THE
PLAN COMMISSION AS TO CASE NO. SU-24-1-2-1
THE APPLICATION OF COZY PAWZ ACCOMODATIONS, LLC
FOR A SPECIAL USE AT 2551 THEODORE STREET**

THIS APPLICATION, coming before for a decision by the Plan Commission, and the Plan Commission having heard the evidence in support and opposition to the application at a regularly scheduled meeting held on March 14, 2024 being fully advised in the premises, THE COMMISSION DOES MAKE THE FOLLOWING FINDINGS:

A. That the applicant, Cozy Pawz Accommodations, LLC, is the occupant of the real estate, upon approval of the special use, as described in the application. The property owner has signed off on the application.

B. That the application seeks a B-3 special use for the property described in the application, at 2551 Theodore Street, PIN: 05-06-01-204-082-0000 AND 05-06-01-204-081-0000 (the “Property”), as legally described in Exhibit “A”

C. That the Property is currently zoned B-3;

D. That the application seeks approval of a special use to allow a dog daycare and boarding facility on the property;

E. That the proposed use is not allowed on the property as currently zoned;

F. That the property described in the application is currently zoned as a commercial use, with residential uses adjacent thereto;

G. That the application for the special use was properly submitted and notice of the application and the Public Hearing were properly published;

H. That no interested parties filed their appearances herein;

I. That the public hearing was opened and called to order on February 8, 2024, the applicant presented evidence and arguments in support of its application on February 8, 2024 and again at the continued public hearing on March 14, 2024. The public hearing was duly transcribed by a certified shorthand reporter of the State of Illinois;

J. That the rules adopted by the Plan Commission for the conduct of Public Hearings by the Plan Commission were duly followed and observed;

K. That the proposed special use, as considered under section 12.7 of the zoning code, meets the standards for the granting of the special use under section 12.7-6 as the proposed development meets all of the criteria set forth in subsections 10.6 and 12.7-6(1), (2), (3), (4), (5) and (6); the Plan Commission noting that subsection 12.7-6(7) is inapplicable.

THEREFORE, it is the decision of the Plan Commission of the City of Crest Hill, Illinois, based upon the evidence heard by same and arguments and suggestions heard at the public hearing, and having duly considered the mandates and standards as set forth in the City of Crest Hill, Illinois zoning ordinance for the granting of special uses, as follows:

1. That the application of Cozy Pawz Accommodations, LCC to allow a B-3 special use for a Dog day care and boarding facility in accordance with the reviewed plans on the property at the 2551 Theodore Street, Crest Hill, Illinois, PIN: 05-06-01-204-082-0000 AND 05-06-01-204-081-0000 (the "Property"), as legally described in Exhibit "A", in a B-3 zoning district was recommended to be approved and is supported by the evidence adduced;
2. The following conditions were placed on the special use permit:
 1. No dog walking is allowed from the subject property/facility. All dog walking services provided by the business would be provided off-site at the customer's location.
 2. Dogs are allowed to be in the outdoor fenced area during the hours of operation of the business, which are as follows:

Monday through Friday 6:30 a.m. – 7:00 p.m.

Saturday 8:00 a.m. – 4:00 p.m.

Sunday 9:00 a.m. – 3:00 p.m.
 3. Employees may remain on the property outside of normal business hours only during the instances where dogs are on the property for overnight boarding. The facility shall not provide overnight accommodation that represents sleeping or living quarters.
 4. Dogs being boarded overnight may utilize the outdoor fence area within the hours prescribed in the noise ordinance.

5. The outdoor area must be secured by fencing on all sides. At such time, should the fencing on the adjacent property to the east be removed, the business owner must install fencing along the east property line immediately.
 6. The business owner shall clean/remove feces from the outdoor dog area both mid-morning and mid-afternoon. Feces shall be placed in plastic bags and then in a covered heavy plastic container that is lined with a bag. The container utilized for feces waste is to be located at the north-east end of building and emptied on regular garbage pick-up day.
 7. All overhead garage doors must be closed when not actively being used to move products or dogs in and out of the Cozy Pawz space.
 8. There will be seven parking spaces allocated for Cozy-Pawz Accommodation, LLC.
3. It is therefore the recommendation of the City of Crest Hill Plan Commission that the application for the special use be granted.

[Left Intentionally Blank]

Adopted by the Plan Commission of the City of Crest Hill, Illinois, this 14th Day of March 2024
upon the following voice vote:

	Aye	Nay	Absent	Abstain
Commissioner Carol Slabozeski	_____	_____	_____	_____
Commissioner John Stanton	_____	_____	_____	_____
Commissioner Ken Carroll	_____	_____	_____	_____
Commissioner Jan Plettau	_____	_____	_____	_____
Commissioner Bill Thomas	_____	_____	_____	_____
Commissioner Jeff Thomas	_____	_____	_____	_____
Commissioner Angelo Deserio	_____	_____	_____	_____
Approved:				

Bill Thomas, Chairman

Attest:

Christine Vershay-Hall, City Clerk

“Exhibit C”

BEFORE THE PLAN COMMISSION
OF THE CITY OF CREST HILL, ILLINOIS

IN RE:)	
)	
The application Cozy Pawz)	
Accommodations, LLC)	No. SU-24-1-2-1
)	
)	
For a special use permit.)	

**FINDINGS AND DECISION OF THE
PLAN COMMISSION AS TO CASE NO. SU-24-1-2-1
THE APPLICATION OF COZY PAWZ ACCOMMODATIONS, LLC
FOR A PARKING VARIATION AT 2551 THEODORE STREET**

THIS APPLICATION, coming before for a decision by the Plan Commission, and the Plan Commission having heard the evidence in support and opposition to the application at a regularly scheduled meeting held on March 14, 2024 being fully advised in the premises, THE COMMISSION DOES MAKE THE FOLLOWING FINDINGS:

B. That the applicant, Cozy Pawz Accommodations, LLC, is the occupant of the real estate, upon approval of the variation, as described in the application. The property owner has signed off on the application.

B. That the application seeks a variation for use for the property described in the application, at 2551 Theodore Street, PIN: 05-06-01-204-082-0000 AND 05-06-01-204-081-0000 (the “Property”), as legally described in Exhibit “A”

C. That the Property is currently zoned B-3;

D. That the application seeks approval a parking variation in the reduction of the required on-site parking on the property;

E. That the proposed use would not be allowed without the variation;

F. That the property described in the application is currently zoned as a commercial use, with residential uses adjacent thereto;

G. That the application for the special use was properly submitted and notice of the application and the Public Hearing were properly published;

H. That no interested parties filed their appearances herein;

I. That the public hearing was opened and called to order on February 8, 2024, the applicant presented evidence and arguments in support of its application on February 8, 2024 and again at the continued public hearing on March 14, 2024. The public hearing was duly transcribed by a certified shorthand reporter of the State of Illinois;

J. That the rules adopted by the Plan Commission for the conduct of Public Hearings by the Plan Commission were duly followed and observed;

K. That the proposed special use, as considered under section 12.7 of the zoning code, meets the standards for the granting of the special use under section 12.7-6 as the proposed development meets all of the criteria set forth in subsections 10.6 and 12.7-6(1), (2), (3), (4), (5) and (6); the Plan Commission noting that subsection 12.7-6(7) is inapplicable.

THEREFORE, it is the decision of the Plan Commission of the City of Crest Hill, Illinois, based upon the evidence heard by same and arguments and suggestions heard at the public hearing, and having duly considered the mandates and standards as set forth in the City of Crest Hill, Illinois zoning ordinance for the granting of special uses, as follows:

1. That the application of Cozy Pawz Accommodations, LCC to a parking variation in accordance with the reviewed plans on the property at 2551 Theodore Street, Crest Hill Illinois, PIN: 05-06-01-204-082-0000 AND 05-06-01-204-081-0000 (the "Property"), as legally described in Exhibit "A", in a B-3 zoning district was recommended to be approved and is supported by the evidence adduced;
2. It is therefore the recommendation of the City of Crest Hill Plan Commission that the application for the special use be granted.

[Left Intentionally Blank]

Adopted by the Plan Commission of the City of Crest Hill, Illinois, this 14th Day of March 2024 upon the following voice vote:

	Aye	Nay	Absent	Abstain
Commissioner Carol Slabozeski	_____	_____	_____	_____
Commissioner John Stanton	_____	_____	_____	_____
Commissioner Ken Carroll	_____	_____	_____	_____
Commissioner Jan Plettau	_____	_____	_____	_____
Commissioner Bill Thomas	_____	_____	_____	_____
Commissioner Jeff Thomas	_____	_____	_____	_____
Commissioner Angelo Deserio	_____	_____	_____	_____

Approved:

Bill Thomas, Chairman

Attest:

Christine Vershay-Hall, City Clerk

EXHIBIT "C"
UNCONDITIONAL AGREEMENT AND CONSENT

TO: The City of Crest Hill, Illinois ("City"):

WHEREAS, DAINIUS KASPERAVICIUS (the "**Owner**") is the owner of that certain real property commonly known 2001 Noonan, with PIN 11-04-31-124-005-0000, within the City of Crest Hill, (the "Property"), and has sought a setback and encroachment variation for a shed located on the Property; and

WHEREAS, Ordinance No. _____, approved and passed by the Crest Hill City Council on April 1, 2024, ("the **Ordinance**"), approved a Variation for the rear and side yard setbacks and the encroachment of the shed on a public utility drainage easement; and

WHEREAS, Section 4 of the Ordinance provides, among other things, that the Ordinance shall not take effect, and subject to repeal unless and until the Owner has executed, within 60 days following the passage of the Ordinance, this Exhibit "C", its Unconditional Agreement and Consent to accept and abide by all of the terms, conditions, and limitations set forth in the Ordinance.

NOW, THEREFORE, the Owner does hereby agree, and covenant as follows:

1. The Owner hereby unconditionally agrees to, accept, consent to, and will abide by all terms, conditions, limitations, restrictions, and provisions of the Ordinance.
2. The Owner acknowledges that all required public notices and hearings have been properly given and held with respect to the application process and passage of the Ordinance, understands and has considered the possibility of revocation of the Ordinance as a result of violation of its terms or failure to abide by the conditions set forth in the Ordinance, and agrees, covenants and warrants that it will not challenge any such revocation on the basis of any procedural infirmity or a denial of any procedural right, provided that notice of the City's intent to Repeal or Revoke the Ordinance is provided to the Owner as required by Section 4 of the Ordinance.
3. The Owner acknowledges and agrees that the City shall not be in any way liable for any damages or injuries that may be sustained as a result of the City's granting of the Sign Variance or its passage of the Ordinance, and that the City's approvals do not, and will not, in any way be deemed to insure the Owner against damage or injury of any kind at any time.
4. The Owner hereby agrees to release, defend, indemnify and hold harmless the City of Crest Hill, its corporate authorities, elected and appointed officials, officers, employees, agents, representatives, and attorneys from any and all claims that may, at any time, be asserted against them in connection with (a) the City's review and approval of any plans and issuance of any permits, (b) the City's passage of the Ordinance, and (c) the maintenance and use of the Property as authorized by the Ordinance.

[signature page to follow]

DAINIUS KASPERAVICIUS

By: _____

Its: _____

SUBSCRIBED and **SWORN** to before me
this _____ day of _____, 2024.

Notary Public



Agenda Memo

Crest Hill, IL

Meeting Date: 03-25-2024
Submitter: Police Chief Edward Clark
Department: Police Department
Agenda Item: Request to replace damaged squad car

Summary: Squad #939 (2020 Ford Explorer Hybrid) was damaged in a traffic crash on 01-13-2024. The car was declared a total loss by insurance and the amount appraised was \$28,174.77. We will know the exact amount, once we surplus the vehicle. The all-in cost to purchase and equip a new vehicle is \$65,000.00. That leaves approximately \$37,000.00(\$36,825.23) in funds needed to replace the damaged vehicle. I have attached an ordinance outlining the surplus of the vehicle. Public works will be coming to council, at a later date, with another list of items to surplus.

Recommended Council Action:

Financial Impact: \$37,000

Funding Source: General Fund

Budgeted Amount: \$

Cost: \$ 37,000.00

Attachments:

SCS Valuation 2020 Ford Explorer

ORDINANCE NO. _____

**AN ORDINANCE AUTHORIZING THE DISPOSAL OF SURPLUS PERSONAL
PROPERTY OWNED BY THE CITY OF CREST HILL, WILL COUNTY, ILLINOIS**

WHEREAS, the City of Crest Hill Police Department has a damaged vehicle, listed as a total loss by the insurer; and

WHEREAS: the City of Crest Hill Police Department can no longer use the vehicle in furtherance of its mission of providing patrol services; and

WHEREAS, the City of Crest Hill expects to receive compensation from the insurer for the total loss; and

WHEREAS, the damaged vehicle is no longer of use to the City of Crest Hill Police Department and is listed as “2020 Ford Explorer, last seven of VIN GC01085”, which is hereto and incorporated herein, and will no longer be retained by the City; and

WHEREAS, The City intends to turn over the vehicle to the insurer; and

WHEREAS, a majority of the Corporate Authorities presently holding office have agreed with the determination that the,” 2020 Ford Explorer, last seven of VIN GC01085”, is no longer necessary or useful to the City and that the City’s best interests would be served by transfer to the insurer or their designated entity.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Crest Hill, Illinois, as follows:

SECTION 1: PREAMBLE. The preamble of this Ordinance is declared to be true and correct and is incorporated by reference as if fully set forth in this Section 1.

SECTION 2: THE SUBJECT PERSONAL PROPERTY. The subject personal property identified as “2020 Ford Explorer, last seven of VIN GC01085” is wholly owned by the City of Crest Hill.

SECTION 4: DECISION TURN OVER TO THE INSURER. The Corporate Authorities of the City hereby declare that that the personal property,”2020 Ford Explorer, last seven GC01085”, is no longer necessary or useful to, or for the City’s best interest, and that the Corporate Authorities hereby declare their intent to transfer the property to the insurer. The Police Chief is hereby authorized to take any actions, including without limitation executing and delivering documents, necessary to transfer the above-described vehicle to the City’s insurer.

SECTION 5: SEVERABILITY. If any section, paragraph, clause, or provision of this Ordinance is held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any other provision of this Ordinance.

SECTION 6: REPEALER. All ordinances, resolutions or orders, or parts thereof, which conflict with the provisions of this Ordinance are to the extent of such conflict hereby repealed.

SECTION 7: EFFECTIVE DATE. This Ordinance shall be in full force and effect immediately upon its passage and publication according to law.

PASSED THIS _____ DAY OF _____, 2024.

	Aye	Nay	Absent	Abstain
Alderman John Vershay	_____	_____	_____	_____
Alderman Scott Dyke	_____	_____	_____	_____
Alderdwoman Claudia Gazal	_____	_____	_____	_____
Alderman Darrell Jefferson	_____	_____	_____	_____
Alderperson Tina Oberlin	_____	_____	_____	_____
Alderman Mark Cipiti	_____	_____	_____	_____
Alderman Nate Albert	_____	_____	_____	_____
Alderman Joe Kubal	_____	_____	_____	_____
Mayor Raymond R. Soliman	_____	_____	_____	_____

Christine Vershay-Hall, City Clerk

APPROVED THIS _____ DAY OF _____, 2024.

Raymond R. Soliman, Mayor

ATTEST:

Christine Vershay-Hall, City Clerk



City Council Agenda Memo**Crest Hill, IL**

Meeting Date:	April 1, 2024
Submitter:	Lisa Banovetz, Director of Finance / Glen Conklin, Treasurer
Department:	Treasurer's Office
Agenda Item:	Approval of the List of Bills issued through April 2, 2024, in the amount of \$3,839,396.01

Summary: Attached is the List of Bills issued through April 2, 2024, in the amount of \$3,839,396.01.

Recommended Council Action: Approval of List of Bills issued through April 2, 2024, in the amount of \$3,839,396.01.

Financial Impact:

Funding Source: Expenditures will be paid from the respective fund from which the expenditure originated.

Budgeted Amount:

Cost:

Attachments Approval of the List of Bills issued through April 2, 2024, in the amount of \$3,839,396.01

Report Criteria:

Detail report type printed

[Report].Check Issue Date = 03/25/2024,04/02/2024

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
53	Amalgamate	Bond Issue 7	2019A BOND PRINCIPA	03/15/2024	990,000.00	990,000.00	22185	04/02/2024	324	30006103
		Bond Issue 7	2019A BOND INTERES	03/15/2024	267,675.00	267,675.00	22185	04/02/2024	324	30006203
		Bond Issue 7	2019B BOND PRINCIPA	03/15/2024	410,000.00	410,000.00	22185	04/02/2024	324	32006101
		Bond Issue 7	2019B BOND INTERES	03/15/2024	180,675.00	180,675.00	22185	04/02/2024	324	32006201
Total 53:					1,848,350.00	1,848,350.00				
82	Aramark	6030266543	UNIFORMS FOR EAST	03/13/2024	48.76	48.76	22139	04/02/2024	324	07085300
		6030266543	UNIFORMS FOR WATE	03/13/2024	31.36	31.36	22139	04/02/2024	324	07065300
		6030266544	RESTROOM SERVICE	03/13/2024	64.50	64.50	22139	04/02/2024	324	01045300
		6030266544	UNIFORMS FOR BUILD	03/13/2024	36.18	36.18	22139	04/02/2024	324	01045300
		6030266544	UNIFORMS FOR FLEE	03/13/2024	46.74	46.74	22139	04/02/2024	324	01075300
		6030266544	UNIFORMS FOR STRE	03/13/2024	109.47	109.47	22139	04/02/2024	324	01035300
		6030266544	MATS FOR PUBLIC WO	03/13/2024	59.48	59.48	22139	04/02/2024	324	01045300
		6030267672	UNIFORMS FOR WEST	03/15/2024	35.41	35.41	22139	04/02/2024	324	07085300
		6030268988	MATS EAST PLANT	03/20/2024	74.71	74.71	22139	04/02/2024	324	01045300
		6030268988	UNIFORMS FOR EAST	03/20/2024	49.11	49.11	22139	04/02/2024	324	07085300
		6030268988	UNIFORMS FOR WATE	03/20/2024	31.70	31.70	22139	04/02/2024	324	07065300
		6030268989	RESTROOM SERVICE	03/20/2024	64.50	64.50	22139	04/02/2024	324	01045300
		6030268989	MATS FOR PUBLIC WO	03/20/2024	190.41	190.41	22139	04/02/2024	324	01045300
		6030268989	UNIFORMS FOR BUILD	03/20/2024	35.90	35.90	22139	04/02/2024	324	01045300
		6030268989	UNIFORMS FOR FLEE	03/20/2024	46.48	46.48	22139	04/02/2024	324	01075300
		6030268989	UNIFORMS FOR STRE	03/20/2024	109.19	109.19	22139	04/02/2024	324	01035300
Total 82:					1,033.90	1,033.90				
287	Ciox Health	0451694534	SUBPOENA MEDICAL	03/08/2024	180.52	180.52	22143	04/02/2024	324	01025310
Total 287:					180.52	180.52				
291	City of Joliet	957042	FLEET- FUEL FEBRUA	03/19/2024	4,487.92	4,487.92	22144	04/02/2024	324	01075410
		957042	FLEET- FUEL FEBRUA	03/19/2024	3,248.14	3,248.14	22144	04/02/2024	324	01075410
		957042	FLEET- FUEL FEBRUA	03/19/2024	278.73	278.73	22144	04/02/2024	324	01075410
Total 291:					8,014.79	8,014.79				
327	ComEd 2395	February 202	ELECTRIC FOR LIFT A	03/09/2024	303.03	303.03	22145	04/02/2024	324	07075353
Total 327:					303.03	303.03				
475	EJ USA Inc	11024001451	HYDRANT CONVERTO	03/12/2024	2,001.46	2,001.46	22149	04/02/2024	324	07065470
Total 475:					2,001.46	2,001.46				
583	Gasvoda & A	INV24PTS01	PUMP TUBING	03/05/2024	970.00	970.00	22150	04/02/2024	324	07085366
		INV24PTS01	FREIGHT	03/05/2024	20.34	20.34	22150	04/02/2024	324	07085366
		INV24SVC01	SAMPLER REPAIR	03/22/2024	1,247.50	1,247.50	22150	04/02/2024	324	07085366
Total 583:					2,237.84	2,237.84				
640	Hawkins Inc	6708024	EAST PLANT CHEMICA	03/12/2024	3,097.56	3,097.56	22152	04/02/2024	324	07085421
		6710003	CHLORINE CYLINDAR	03/14/2024	510.00	510.00	22152	04/02/2024	324	07085421

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
Total 640:					3,607.56	3,607.56				
644	Core & Main	T184641	METERS	03/06/2024	4,444.78	4,444.78	22146	04/02/2024	324	07095470
		U463915	METERS	03/01/2024	1,334.56	1,334.56	22146	04/02/2024	324	07095470
		U478311	OVAL KITS	03/05/2024	2,166.00	2,166.00	22146	04/02/2024	324	07095470
Total 644:					7,945.34	7,945.34				
826	JP Morgan C	Chewy Febru	K9 SUPPLIES	02/16/2024	123.60	123.60	391	03/25/2024	224	01025346
		Chewy Marc	K9 EXPENSES-FOOD	03/05/2024	84.53	84.53	391	03/25/2024	224	01025346
		Comcast 025	COMCAST WEST STP	02/12/2024	243.96	243.96	391	03/25/2024	224	07085350
		Comcast 025	COMCAST WELL 4	03/01/2024	167.27	167.27	391	03/25/2024	224	07065350
		Comcast 055	COMCAST CITY CENT	03/09/2024	230.61	230.61	391	03/25/2024	224	01105350
		Comcast 059	COMCAST WELL 1	02/12/2024	167.27	167.27	391	03/25/2024	224	07065350
		Comcast 059	COMCAST WELL 8	02/11/2024	167.27	167.27	391	03/25/2024	224	07065350
		Comcast 060	COMCAST WELL 7	03/05/2024	167.27	167.27	391	03/25/2024	224	07065350
		Comcast 060	COMCAST WELL 10	02/21/2024	178.27	178.27	391	03/25/2024	224	07065350
		Comcast 064	COMCAST WELL 11	03/01/2024	165.37	165.37	391	03/25/2024	224	07065350
		Comcast 168	COMCAST WELL 9/12	02/13/2024	167.27	167.27	391	03/25/2024	224	07065350
		E-Kit Training	TRAINING-REAVIS FIE	02/07/2024	595.00	595.00	391	03/25/2024	224	01025341
		FBI-LEEDA 3	FBI LEEDA MEMBERS	03/08/2024	50.00	50.00	391	03/25/2024	224	01025345
		IL Chiefs of P	2024 ILACP ANNUAL C	02/28/2024	658.00	658.00	391	03/25/2024	224	01025345
		IPass Replen	IPASS TOLL	02/29/2024	20.00	20.00	391	03/25/2024	224	01075300
		Lost Person	BOOKS FOR TRAINING	02/20/2024	40.00	40.00	391	03/25/2024	224	01025341
		McDonalds F	MEAL REIMBURSEME	02/13/2024	4.88	4.88	391	03/25/2024	224	01025343
		Microsoft Mar	MICROSOFT USER LIC	03/05/2024	3,038.42	3,038.42	391	03/25/2024	224	01065301
		Potsolve 316	ELEVATOR PHONE LIN	03/01/2024	207.78	207.78	391	03/25/2024	224	01065350
		Reliable Fire	KNOX BOX	02/15/2024	536.63	536.63	391	03/25/2024	224	01045400
Total 826:					7,013.40	7,013.40				
846	Kimball Midw	102006165	DRILL SET	03/12/2024	892.89	892.89	22154	04/02/2024	324	01045400
		102012391	DRILL BITS AND SCRE	03/13/2024	326.78	326.78	22154	04/02/2024	324	01045400
Total 846:					1,219.67	1,219.67				
849	Kirwan Mech	i75484	WELL HOUSE HEATER	01/06/2024	13,473.00	13,473.00	22155	04/02/2024	324	07065361
		i75532	EAST PLANT HEATER	03/14/2024	3,414.00	3,414.00	22155	04/02/2024	324	07085366
		i75542	EAST PLANT HEATER	03/14/2024	722.00	722.00	22155	04/02/2024	324	07085366
		i75574	WELL 7 HEAT REPAIR	03/14/2024	1,080.00	1,080.00	22155	04/02/2024	324	07065361
		i75583	EAST PLANT HEATER	03/14/2024	386.00	386.00	22155	04/02/2024	324	07085366
Total 849:					19,075.00	19,075.00				
913	Lower Dupag	268	LOWER DUPAGE RIVE	03/21/2024	4,699.19	4,699.19	22158	04/02/2024	324	07085377
Total 913:					4,699.19	4,699.19				
951	Image Syste	McGrath 396	ANNUAL MAINTENANC	03/13/2024	697.00	697.00	22153	04/02/2024	324	07085300
Total 951:					697.00	697.00				
956	McMaster Ca	23763669	FLEET- TRAILER NUM	03/14/2024	69.37	69.37	22159	04/02/2024	324	01075400
Total 956:					69.37	69.37				

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
961	Menards	67735	BUILDING MAINTENAN	03/05/2024	123.36	123.36	22160	04/02/2024	324	01045400
Total 961:					123.36	123.36				
986	Allegra Joliet	130731	BUSINESS CARDS TO	03/20/2024	82.05	82.05	22136	04/02/2024	324	01105401
		130824	WINDOW ENVELOPES	03/20/2024	338.12	338.12	22136	04/02/2024	324	01105401
		130825	WINDOW ENVELOPES	03/20/2024	598.87	598.87	22136	04/02/2024	324	01105401
Total 986:					1,019.04	1,019.04				
1002	Motion Indust	IL03-007973	SUPER HC V BELT	03/22/2024	211.36	211.36	22163	04/02/2024	324	07085366
Total 1002:					211.36	211.36				
1058	Nicor 94-96-3	February 202	WSTP NICOR GAS	03/11/2024	173.97	173.97	22164	04/02/2024	324	07085350
Total 1058:					173.97	173.97				
1069	Northern Illin	414316	FLEET- STEEL FOR TR	03/05/2024	805.00	805.00	22165	04/02/2024	324	01075400
Total 1069:					805.00	805.00				
1148	Physicians I	5701766-570	PREEMPLOYMENT SC	03/11/2024	320.00	320.00	22167	04/02/2024	324	01105300
Total 1148:					320.00	320.00				
1283	SEECO Con	19489	CONSTRUCTION MAT	03/14/2024	5,024.00	5,024.00	22168	04/02/2024	324	35007512
Total 1283:					5,024.00	5,024.00				
1332	Spaceco Inc	96242	DESIGN SERVICE-MU	03/08/2024	3,210.50	3,210.50	22169	04/02/2024	324	01035330
Total 1332:					3,210.50	3,210.50				
1355	Standard Eq	P48402	STREET- VAC TRUCK	02/28/2024	206.64	206.64	22171	04/02/2024	324	01075400
		P48403	STREET- VAC TRUCK	02/28/2024	3,302.90	3,302.90	22171	04/02/2024	324	01035400
Total 1355:					3,509.54	3,509.54				
1373	Strand Assoc	0208845	EAST PLANT PHOSPH	03/13/2024	1,710.00	1,710.00	22173	04/02/2024	324	35007631
		0208846	LAKE MICHIGAN IMPLI	03/13/2024	3,710.00	3,710.00	22173	04/02/2024	324	07065332
		0208847	WELL 14 - RAW WATE	03/13/2024	2,820.00	2,820.00	22173	04/02/2024	324	12007610
		0208848	LAKE MICHIGAN DEM	03/20/2024	1,678.58	1,678.58	22173	04/02/2024	324	07065332
		0208849	GPWC - EASTERN & W	03/13/2024	6,710.00	6,710.00	22173	04/02/2024	324	07065332
		0208850	CIPP WM REHABILITAT	03/13/2024	2,846.70	2,846.70	22173	04/02/2024	324	12007602
		0208851	CHEMICAL FEED SYST	03/13/2024	7,484.80	7,484.80	22173	04/02/2024	324	07065332
Total 1373:					26,960.08	26,960.08				
1377	Standard Tru	1027653	FLEET- LOADER HYDR	03/13/2024	54.66	54.66	22172	04/02/2024	324	01075400
Total 1377:					54.66	54.66				
1411	Terminal Sup	21380-00	FLEET- 3M ROLOC BRI	03/08/2024	785.50	785.50	22174	04/02/2024	324	01075400
Total 1411:					785.50	785.50				

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
1425	Third Millenni	31204	COCH UTILITY BILL RE	03/26/2024	1,660.03	1,660.03	22176	04/02/2024	324	07095321
Total 1425:					1,660.03	1,660.03				
1454	Travelers CL	May 2024	INSURANCE POLICY R	03/18/2024	1,166.00	1,166.00	22177	04/02/2024	324	01105323
Total 1454:					1,166.00	1,166.00				
1502	Underground	065715	CURB BOX MATERIAL	03/18/2024	353.00	353.00	22178	04/02/2024	324	07065430
		065715-01	CURB BOX MATERIAL	03/21/2024	94.00	94.00	22178	04/02/2024	324	07065430
Total 1502:					447.00	447.00				
1508	United Meter	4482	METER AND MXU INST	03/12/2024	18,440.00	18,440.00	22179	04/02/2024	324	07095470
		4487	METER AND MXU INST	03/20/2024	17,740.00	17,740.00	22179	04/02/2024	324	07095470
Total 1508:					36,180.00	36,180.00				
1521	USABlueBoo	INV0029787	ELECTRODE	03/06/2024	717.92	717.92	22180	04/02/2024	324	07085420
		INV0029865	SAMPLER	03/07/2024	9,217.12	9,217.12	22180	04/02/2024	324	07085420
Total 1521:					9,935.04	9,935.04				
1563	VSP of Illinoi	April 2024 82	VSP-3-2024	03/17/2024	320.34	320.34	22183	04/02/2024	324	01002438
Total 1563:					320.34	320.34				
1621	Will County C	50049	ANNUAL CED INVEST	03/18/2024	2,500.00	2,500.00	22184	04/02/2024	324	01105345
Total 1621:					2,500.00	2,500.00				
1778	Konica Minolt	9009840533	PD COPY MACHINE	03/14/2024	397.16	397.16	22156	04/02/2024	324	01065301
Total 1778:					397.16	397.16				
1795	Konica Minolt	525109922	COPIER LEASE	03/19/2024	436.00	436.00	22157	04/02/2024	324	01065301
Total 1795:					436.00	436.00				
1840	Middleton Ov	12	DOOR REPAIR	03/11/2024	2,107.84	2,107.84	22162	04/02/2024	324	07095360
Total 1840:					2,107.84	2,107.84				
1844	Anthony Smit	March 2024	MEAL REIMBURSEME	03/01/2024	73.98	73.98	22138	04/02/2024	324	01025343
Total 1844:					73.98	73.98				
1914	AT&T 831-00	2275208807	ETHERNET NETWORK	12/30/7240	1,314.78	1,314.78	22140	04/02/2024	324	01065350
Total 1914:					1,314.78	1,314.78				
1924	V3 Companie	124630	CHANAY AND CENTER	02/09/2024	1,995.39	1,995.39	22181	04/02/2024	324	12007620
		124631	CIRCLE-GREEN-OAKL	02/09/2024	2,798.99	2,798.99	22181	04/02/2024	324	12007602
		224599	CHANAY AND CENTER	03/08/2024	271.15	271.15	22181	04/02/2024	324	12007620
		224600	CIRCLE-GREEN-OAKL	03/08/2024	301.93	301.93	22181	04/02/2024	324	12007602

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
Total 1924:					5,367.46	5,367.46				
1953	Amazon Capi	11YR-LC4C-	YELLOW PAPER FOR	03/13/2024	24.98	24.98	22137	04/02/2024	324	01165401
		1691-TFQP-	TOOLS FOR WATER U	03/21/2024	149.95	149.95	22137	04/02/2024	324	07065420
		1C3J-RXX6-	HOLE PUNCHER	03/20/2024	20.06	20.06	22137	04/02/2024	324	01105401
		1KYX-L4WR	FLEET- TRAILER HUB	03/14/2024	52.84	52.84	22137	04/02/2024	324	01075400
		1MRJ-MWQ	CLOTHING ALLOWAN	03/15/2024	280.16	280.16	22137	04/02/2024	324	01035344
		1QXG-MX6	FILING SUPPLIES	03/18/2024	53.26	53.26	22137	04/02/2024	324	01105401
		1WKK-CJCP	CLOTHING ALLOWAN	03/15/2024	95.34	95.34	22137	04/02/2024	324	01035344
		1WML-GLJT	OFFICE SUPPLIES	03/14/2024	76.62	76.62	22137	04/02/2024	324	01025401
		13H9-CYWH-	CLIPBOARD FOR COM	03/20/2024	21.99	21.99	22137	04/02/2024	324	01165401
		1F9R-117W-	11X17 CLEAR FRAMES	03/01/2024	94.06	94.06	22137	04/02/2024	324	01105401
		1G17-3NDQ-	CLOTHING ALLOWAN	03/21/2024	67.53	67.53	22137	04/02/2024	324	01035344
		1G7P-FKWD	OFFICE SUPPLIES-AV	03/18/2024	85.95	85.95	22137	04/02/2024	324	01025401
		1GQW-QY41	OFFICE SUPPLIES	03/18/2024	61.10	61.10	22137	04/02/2024	324	01105401
		1PV4-7LV6-7	OFFICE SUPPLIES	03/14/2024	142.35	142.35	22137	04/02/2024	324	01025401
		1PV4-7LV6-Y	FLEET- TRAILER JACK	03/18/2024	91.86	91.86	22137	04/02/2024	324	01075400
Total 1953:					1,318.05	1,318.05				
1954	Charles J De	108	ADMINISTRATIVE HEA	03/20/2024	600.00	600.00	22141	04/02/2024	324	01015300
Total 1954:					600.00	600.00				
1971	Graybar Fina	16281810	PHONE SYSTEM MON	03/26/2024	2,110.85	2,110.85	22151	04/02/2024	324	01105350
Total 1971:					2,110.85	2,110.85				
1985	SpectrumVol	311569	SPECTRUM MONTHLY	04/01/2024	225.83	225.83	22170	04/02/2024	324	01105350
Total 1985:					225.83	225.83				
1992	Vissering Co	WSTP Pay A	WSTP PAY APP 14	03/05/2024	1,766,070.87	1,766,070.87	22182	04/02/2024	324	35007512
Total 1992:					1,766,070.87	1,766,070.87				
2028	Parvin-Claus	IN11423	CITY CENTER DRIVEW	02/27/2024	32,387.20	32,387.20	22166	04/02/2024	324	13007640
Total 2028:					32,387.20	32,387.20				
2073	David Strahl	8	TEMP HR	03/15/2024	4,189.50	4,189.50	22147	04/02/2024	324	07094100
		9	TEMP HR	03/22/2024	3,846.50	3,846.50	22147	04/02/2024	324	07094100
Total 2073:					8,036.00	8,036.00				
2074	MGT of Amer	MGT35372	TEMPORARY EMPLOY	03/13/2024	7,150.50	7,150.50	22161	04/02/2024	324	01165300
		MGT35372	TEMPORARY EMPLOY	03/13/2024	10,640.00	10,640.00	22161	04/02/2024	324	01105300
Total 2074:					17,790.50	17,790.50				
2085	The Bancorp	24-2105	BANK RECORD REQU	03/05/2024	80.00	80.00	22175	04/02/2024	324	01025400
Total 2085:					80.00	80.00				
2087	Department o	Caton Farm	FEE PROPERTY AT CA	03/19/2024	1.00	1.00	22148	04/02/2024	324	12007602

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
Total 2087:					1.00	1.00				
2088	Chicago Hea	C98968	SIGN LANGUAGE INTE	03/21/2024	225.00	225.00	22142	04/02/2024	324	01105300
Total 2088:					225.00	225.00				
Grand Totals:					3,839,396.01	3,839,396.01				

Report Criteria:
Detail report type printed
[Report].Check Issue Date = 03/25/2024,04/02/2024

Advertising rates, sizes and specifications

Stretching from the southwest collar of Chicago to the heartland of Illinois, the Heritage Corridor Destinations brings together some of the most diverse and exciting tourism destinations this state has to offer: the picturesque canyons of Starved Rock Country, the nostalgic open road of Route 66, and boutique shops and eateries along the historic I&M Canal.

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TRAVEL GUIDES

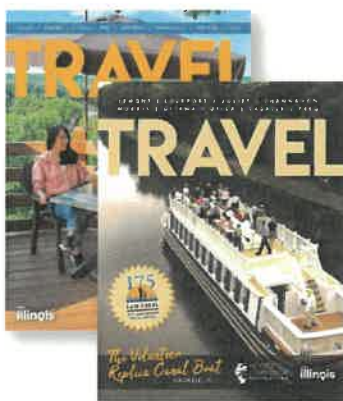


Route 66

- Advertising deadline April 5, 2024
- Publication date May/June 2024
- Quantity 60,000

Starved Rock Country and I&M Canal Towns - Double Issue -

- Advertising deadline May 31, 2024
- Publication date July/August 2024
- Quantity 60,000



ADVERTISING SIZES AND RATES

Ad Size	1-guide buy	2-guide buy
Quarter page 3.875" x 5"	\$850 ■ \$1,500 ■	\$1,050 ■ \$1,800 ■
Half page 7.875" x 5" H 3.875" x 10.12" V	\$1,500 ■ \$2,600 ■	\$1,800 ■ \$3,120 ■
Full page 8.625" x 11.13" (0.125" bleed)	\$2,500 ■ \$4,000 ■	\$3,000 ■ \$4,800 ■
Inside Front/Back Cover 8.625" x 11.13" (0.125" bleed)	\$4,000 ■ \$5,500 ■	\$4,800 ■ \$6,600 ■
Back Cover 8.625" x 11.13" (0.125" bleed) 8.375" x 10.875" Trim	\$5,000 ■ \$7,000 ■	n/a

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Ad Size	1-guide buy	2-guide buy
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Full page 8.625" x 11.13" (0.125" bleed)	\$2,000 ■ \$3,200 ■	\$2,500 ■ \$4,000 ■
Inside Front/Back Cover 8.625" x 11.13" (0.125" bleed)	\$3,200 ■ \$4,400 ■	\$4,000 ■ \$5,500 ■
Back Cover 8.625" x 11.13" (0.125" bleed) 8.375" x 10.875" Trim	\$4,000 ■ \$5,600 ■	n/a

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