

Village of Gilberts

Village Hall
87 Galligan Road, Gilberts, IL 60136
Ph. 847-428-2861 Fax: 847-428-2955
www.villageofgilberts.com

Village Administrator Memorandum 34-11

TO: President Rick Zirk
Board of Trustees

FROM: Ray Keller, Village Administrator *RK*

DATE: May 5, 2011

RE: Committee of the Whole Board Meeting – May 10, 2011

The following summary discusses the agenda items for the Committee of the Whole meeting scheduled for May 10, 2011:

1. CALL TO ORDER

2. ROLL CALL / ESTABLISH QUORUM

3. ITEMS FOR CONSIDERATION

A. Minutes from the May 3, 2011 Village Board Meeting

Please review the enclosed minutes from the May 3 Board meeting. Please contact Staff prior to the meeting with any corrections or questions. Unless otherwise directed, this item will be added to the Consent Agenda for the May 17 meeting.

B. April 2011 Treasurer's Report

Finance Director Marlene Blocker has prepared the Treasurer's report for April 2011, which is enclosed for your review. Please contact me prior to the meeting if you have any questions. Unless otherwise directed, this item will be added to the Consent Agenda for the May 17 meeting.

C. Ordinance 10-2011, an Ordinance adopting an Identity Protection Policy

State statute requires all local governments to enact a policy that severely restricts the use or disclosure of individuals' social security numbers. The policy states that the Village will only use social security numbers in investigations, contracts, debt collections, or internal identifications such as employee background checks. The Village will redact any social security number appearing in a document subject to the Freedom of Information Act and will only disclose a number if required by court order or similar action. Staff recommend approval of the ordinance at the May 17 meeting.

D. Ordinance 11-2011, an Ordinance amending Village Code Section 14.25 “Refuse Collection and Disposal”

This draft ordinance amends the Village Code to add language for the senior discount (10% reduction) and a late fee (10% addition) for garbage collection fees. Both the discount and the late fee were inadvertently omitted from the ordinance authorizing the fee schedule for garbage services. Staff recommend approval of the ordinance at the May 17 meeting.

E. Ordinance 12-2011, an Ordinance approving or denying a Variance Request for the Property Commonly Known as 15N288 Tyrrell Road, Gilberts, Illinois

Maria Ramos and Jesus Alvarado have petitioned for variances from the Zoning Code to be allowed to keep an existing nonconforming house as a guest house after the construction of a new primary residence on their property at 15 N 288 Tyrrell Road. The petitioners are the owners of the 5.42-acre property located south of the Eagles Club and west of the Gilberts Glen subdivision. The property is zoned A-1 Agricultural and had previously been used as a residence, but it is currently unoccupied. The property is nonconforming, as it was occupied for residential use in the A-1 zoning district but is less than 15 acres in size.

The existing 837-square foot house is a one-bathroom, 2-bedroom ranch with a 2+ car attached garage. The petitioners propose constructing a new house on the property as a principal structure and converting the existing house into a guest house. The Zoning Ordinance permits a “guest house” as an accessory use in the A-1 zoning district, provided that the structure is less than 800 square feet in size and does not have its own kitchen. Typically, the construction and use of an accessory structure must follow the construction of an allowed principal use. However, in this case, the accessory structure guest house would precede the construction of the new principal residence.

To allow the petitioners to keep the existing house as a “guest house,” as defined by the Zoning Code, the Village would need to grant variances from three sections of the Code:

- Section 3.3 requires that an accessory use be built after the principal structure. In this particular case, keeping the existing house would result in the accessory structure preceding the establishment of the principal use (i.e. the new house).
- Section 5.5 “Accessory Uses” permits “guest houses: private, not to exceed 800 square feet in floor area” and “shall have no kitchen facilities.” Variances are required because the existing house, which will become the guest house, exceeds the maximum guest house size by 37 square feet and includes a kitchen.
- Section 5.6 “Site and Structure Provisions” requires that an A-1 zoned lot be a minimum of 15 acres to allow residential uses. The existing structure is legal nonconforming (i.e. “grandfathered”), as the property is less than 15 acres in size and the existing structure predates the Village’s Zoning Ordinance. However, if a new structure were to be built, the property would lose its legal nonconforming status and would be required to conform to the Code requirements. As a result, the

property couldn't be used as a residence (or a guest house accessory use) unless a variance was granted allowing the uses on a smaller lot.

Staff had recommended approval of the variances as the most restrictive way to achieve the petitioners' desired outcome. The recommendation was subject to conditions outlined in the staff report, with an added condition that the existing house be fixed to address the issues listed in the Chief Building Inspector's March 18 letter.

At their March 23 meeting, the Zoning Board of Appeals disagreed with the staff recommendation, voting 4-1 to reject the requested variances. A copy of the draft minutes from the March 23 meeting are enclosed for the Board's information. The petitioners, represented by Mr. Bud Heimberg, have subsequently consented to removing the kitchen if it would allow them to keep the existing house as a "guest house."

Staff have drafted an ordinance that affirms the Zoning Board's findings, which would result in the requested variances not being granted. Should the Village Board accept the removal of the kitchen from the guest house as a sufficiently mitigating factor to grant the variances, Staff can prepare a revised ordinance that would include the recommended conditions of approval.

F. Resolution 21-2011, a Resolution authorizing the purchase agreement between the Village of Gilberts and Landmark Ford, Springfield, Illinois for two 2011 Ford Crown Victoria Squad Cars

Approval of this resolution would authorize the purchase of two squad cars for an amount not to exceed \$45,547.00. The two new vehicles would replace G-9, which was scrapped for parts last year, and G-8, a 2006 vehicle with 132,256 miles as of March 2011. Upon replacement, G-8 will be used by the Public Works Department, primarily by the Utilities Superintendent for trips not requiring one of the less fuel efficient trucks.

The vehicle purchase was included in the FY 2012 budget, with one vehicle funded with a carry-over from FY 2011 and the second funded through the Police Department's operational budget. Staff recommend approval of the resolution at the May 17 meeting.

G. Resolution 22-2011, a Resolution authorizing an agreement between the Village of Gilberts and Baxter & Woodman to provide professional services assisting in the drafting of the Unified Development Code

This resolution would authorize an agreement with Baxter & Woodman to assist with the development of a new zoning code, which would be integrated into a comprehensive "Unified Development Code" (UDO). Upon completion, the UDO would replace the Zoning Code, but would also include updates to the Village's subdivision regulations and references to the Village's engineering and site design specifications. While the UDO development will be primarily developed by the Village Attorney and Staff, the Village Engineers' assistance with updating the engineering-related regulations will be needed to complete the project.

Baxter & Woodman's proposal includes updating the Village's standards and specifications for subdivision and site design, and then developing an updatable Engineering Standards Manual that will include all of the Village's design requirements. The will also assist with revising the subdivision code to remove archaic specifications and streamline the process. The Village Engineers' proposal cost totals \$10,900, which was included in the FY 2012 General Fund budget. Staff recommend approval of the resolution and agreement at the May 17 meeting.

H. Resolution 23-2011, a Resolution authorizing an agreement between the Village of Gilberts and Ancel Glink to provide professional services assisting in the drafting of the Unified Development Code

This resolution would authorize an agreement with Ancel Glink to develop a new zoning code, which would be integrated into a comprehensive "Unified Development Code" (UDO) that will also include updated subdivision requirements and engineering standards. The Zoning Code, written in 1985, currently has 181 pages of uncoded amendments in LaserFiche, making it nearly impossible to correctly apply the Zoning Code. The proposed project would result in a new zoning code that would be streamlined for easier use, updated to reflect recent case law and statute changes, and reviewed to ensure its provisions (e.g. setbacks, permitted uses, etc.) reflect the Village's land use expectations. In conjunction with the Village Engineers' efforts, the UDO will also include an updated subdivision code and engineering standards manual.

The project will primarily be led by the Village Attorney, who will provide the structure for the UDO based on similar documents developed for other Ancel Glink clients. Village Staff will work with the Village Attorney to review and update the regulations that will make up the content of the UDO. Throughout the process, Staff will work with the Plan Commission, which will be charged with providing feedback and recommendations on the UDO as it is assembled. The Village Attorney's proposal cost totals \$35,000, which was included in the FY 2012 General Fund budget. Staff recommend approval of the resolution and agreement at the May 17 meeting.

I. Resolution 24-2011, a Resolution authorizing an agreement between the Village of Gilberts and Baxter & Woodman to provide professional services for designing, permitting and constructing Gilberts Glen Storm Sewer Replacement and Detention Pond Restoration and Binnie Road Drainage Improvements

This resolution authorizes an agreement with Baxter & Woodman to design, permit and construct drainage maintenance improvements in Gilberts Glen and in the vicinity of Binnie Road. The project includes two elements:

- The first element includes the replacement of approximately 2,200 linear feet of drainage pipe that runs through the center of the Gilberts Glen east subdivision to Tyler Creek. The project will also include repairs to the pond outlet structure located in the northeast corner of the Gilberts Glen subdivision, which will lower the current water level and restore lost storage capacity.
- The second element restores drainage ways up- and downstream from the low point on Binnie Road, approximately 2,800 feet east of the intersection of Galligan and Binnie Roads. This low spot in the road has a history of flooding during storm

events, though recently enacted temporary measures have alleviated some of the flooding. This project element would repair drain tiles and restore overland routes to minimize future flooding.

Baxter & Woodman proposes to employ a design-build approach with assistance from Phoenix & Associates as a subconsultant. The project scope would include the preparation of design drawings and specifications and additional documentation needed for IEPA compliance; replacement of damaged tiles and pathways, and restoration of disturbed areas. The proposal sets the project cost at \$237,500 including design and construction. The project was included in the FY 2012 budget using the proceeds from the \$345,000 Recovery Zone Bond secured through Kane County. If approved, work on the project will begin immediately. Staff recommend approval of the resolution and agreement at the May 17 meeting.

J. Resolution 25-2011, a Resolution authorizing an agreement between the Village of Gilberts and Baxter & Woodman to design the reconstruction of Binnie Road

This resolution authorizes Baxter & Woodman to design, permit and administer the bidding process for the reconstruction of approximately 700 lineal feet of Binnie Road. In conjunction with the restoration of the up- and downstream drainage systems, this project would result in the raising of the road elevation at its low point, which has historically flooded during storm events. This scope of services would yield the design documents and permits needed to competitively bid for the roadwork.

Baxter & Woodman proposes a project cost of \$22,500. The project was included in the FY 2012 budget using the proceeds from the \$345,000 Recovery Zone Bond secured through Kane County. If approved, work on the project will begin immediately. Staff recommend approval of the resolution and agreement at the May 17 meeting.

K. Resolution 26-2011, a Resolution authorizing an agreement between the Village of Gilberts and Baxter & Woodman to design and reconstructed the Roads referenced in the Road Program

This resolution authorizes the use of up to \$97,000.00 in Motor Fuel Tax Funds for Baxter & Woodman to complete the design, permitting and bidding of the road surface replacement program. The proposed project would eventually result in the resurfacing of the roads in the Windmill Meadows, Indian Trails, Gilberts Glen and Dunhill subdivisions, as previously discussed in context of the Village's pavement management plan and sales tax referendum initiative. The Village Engineers would be responsible for completing the design documents and securing the necessary IDOT approvals, which are required because of the anticipated use of Motor Fuel Tax (MFT) funds to pay for the resurfacing project. Because of the anticipated use of MFT funds, IDOT does not allow a design-build approach and requires their approval of the design documents before the Village can solicit construction bids. Representatives from Baxter & Woodman will be available at the meeting to answer additional questions about the design process.

Upon approval, the Village Engineers would begin working on the design documents immediately. Unless required otherwise by the financing process, the Village Engineers anticipate beginning the bidding process by mid-June, recommending a

contract by mid-July, starting construction in mid-August, and completing the project by mid-November. The design project would be paid from the Village's current MFT balance of \$786,296.35. Staff recommend approval of the resolution and agreement at the May 17 meeting.

L. Resolution 27-2011, a Resolution authorizing an agreement between the Village of Gilberts and Baxter & Woodman to design a SCADA System

Chris Sosnowski from BWCSI will review a previously-provided proposal on upgrades to the Village's SCADA system, which provides remote reading, monitoring and control over the water and wastewater systems. The Village's current setup allows operators to only monitor the water and wastewater systems. The implementation of the full SCADA system would allow the new operator remote access and control of the system, improving response times for addressing problems while requiring less labor to manage the facilities.

BWCSI's total cost of \$141,000.00 would be financed by the enterprise (water/wastewater) fund, which included a \$100,000 set aside from reserve funds to complete the project within the FY 2012 enterprise fund budget. The project would use a design-build approach, which state statutes permit for professional services. This approach is appropriate given Baxter & Woodman's familiarity with and active involvement in the Village's water/wastewater systems and IT systems. The Utilities Superintendent has reviewed the proposal and has advised that the project scope and costs are appropriate for the system to be installed. Staff recommend approval of the resolution and agreement at the May 17 meeting.

M. Ground Signs for Higgins Road

Joe Lazar has requested an exception from the Village's sign code for a commercial ground sign that he wishes to install at his property at 50 Industrial Drive (a.k.a. Gilberts Grape-Rosati's commercial building). Village Code Section 16.10.1.1 allows commercial monument signs up to eighty square feet (80 s.f.) in size, with a height no greater than eight feet and a width no greater than ten feet. The maximum size allowed includes a required two-foot-high brick base; the maximum width is measured from its widest point, including any support elements.

Mr. Lazar has proposed a sign that is eight feet high and 13.3 feet wide, measuring a total area of 106.7 square feet. The "message" portion of the sign would be ten feet wide, totaling sixty square feet in area. However, Mr. Lazar would like to add twenty-inch brick columns to the sides of "message" portion of the sign. Staff acknowledge that the addition of the brick side supports would frame the sign area and create a more-finished appearance, but the resulting width is beyond what the sign code allows. If the Board is inclined to agree that the sign would look better with the brick side supports, the Board could allow Mr. Lazar's sign permit to be approved through one of the following actions:

1. Amend the sign design to reduce the overall width to ten feet, which is the maximum currently allowed by the Village Code. This could be accomplished by reducing the size of the brick side columns, reducing the interior sign area, or a combination of both.

2. Grant a variation to allow the increased sign width and the brick side columns for this sign. In the absence of the B/P/Z/D Committee process set forth in Section 16.16.2 of the Village Code, the Village Board could conduct a hearing and grant the request, if so desired. The variation would leave the current sign code language intact, granting relief only to this specific request.
3. Amend the sign code to either exclude the side columns and other support features from the maximum width requirement, or to increase the maximum sign width permitted by the code. If the sign code is amended, then Mr. Lazar and subsequent ground signs could be allowed to be wider, either by allowing the total sign to be bigger or by excluding any “non-message” part of the sign (i.e. side columns or supports).

With the Board’s direction, Staff can prepare an ordinance that would achieve options #2 or #3. If the Board wants to keep the maximum sign area and width the same, Staff will advise the applicant (s) to amend the sign design accordingly. Staff also request the Board’s direction on whether to modify the design of the signs to be constructed on the Polk and Tonelli properties’ using Village TIF funds. Assuming that the Village Board agrees that the brick side columns produces the desired effect/appearance, Staff will work with sign companies to amend their proposals accordingly.

5. STAFF REPORTS

Staff will provide new updates at the meeting. Please contact me if there is a topic or question that can be addressed prior to the meeting.

6. BOARD OF TRUSTEES REPORTS

7. PRESIDENT’S REPORT

8. EXECUTIVE SESSION

Please contact me with any questions about current closed session topics. Please review the enclosed recommendation on executive session minutes from Village Attorney Julie Tappendorf.

9. ADJOURNMENT

This adjournment closes the meeting without specifying any further meetings of the Board as it is presently constituted. After a brief recess, the newly elected Trustees will take their seats on the Board and will begin their meeting.

VILLAGE OF GILBERTS
COMMITTEE OF THE WHOLE MEETING
AGENDA
87 GALLIGAN ROAD,
GILBERTS, ILLINOIS 60136
May 10, 2011
AGENDA
7:00 P.M.

ORDER OF BUSINESS

1. CALL TO ORDER / PLEDGE OF ALLEGIANCE

2. ROLL CALL / ESTABLISH QUORUM

3. ITEMS FOR DISCUSSION

- A. Minutes from the May 3, 2011 Village Board Meeting
- B. April 2011 Treasurer's Report
- C. Ordinance 10-2011, an Ordinance adopting an Identity Protection Policy
- D. Ordinance 11-2011, an Ordinance amending section 8.7 "Refuse Collection and Disposal" and Section 14 concerning Fees
- E. Ordinance 13-2011, an Ordinance approving or denying a Variance Request for the Property Commonly Known as 15N288 Tyrrell Road, Gilberts, Illinois
- F. Resolution 21-2011, a Resolution authorizing the purchase agreement between the Village of Gilberts and Landmark Ford, Springfield, Illinois for two 2011 Ford Crown Victoria Squad Cars
- G. Resolution 22-2011, a Resolution authorizing an agreement between the Village of Gilberts and Baxter & Woodman to provide professional services assisting in the drafting of the Unified Development Code
- H. Resolution 23-2011, a Resolution authorizing an agreement between the Village of Gilberts and Ancel & Glink to provide professional services assisting in the drafting of the Unified Development Code
- I. Resolution 24-2011, a Resolution authorizing an agreement between the Village of Gilberts and Baxter & Woodman to provide professional services for designing, permitting and constructing Gilberts Glen Storm Sewer Replacement and Detention Pond Restoration and Binnie Road Drainage Improvements
- J. Resolution 25-2011, a Resolution authorizing an agreement between the Village of Gilberts and Baxter & Woodman to design the reconstruction of Binnie Road
- K. Resolution 26-2011, a Resolution authorizing an agreement between the Village of Gilberts and Baxter & Woodman to design and reconstructed the Roads referenced in the Road Program
- L. Resolution 27-2011, a Resolution authorizing an agreement between the Village of Gilberts and Baxter & Woodman to design a SCADA System
- M. Ground Signs for Higgins Road

4. STAFF REPORTS

5. BOARD OF TRUSTEES REPORTS

6. PRESIDENT'S REPORT

7. EXECUTIVE SESSION

A portion of the meeting will be closed to the Public, effective immediately as Permitted by 5 ILCS 120/2(c) (1) to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the Village, and as permitted by 5 ILCS 120/2 (c) (11) to discuss litigation against, affecting, or on behalf of the Village which has been filed and is pending in a court or administrative tribunal of which is imminent and as permitted by 5 ILCS 120/2(c) (21) to review and approve closed session minutes and as permitted by 5 ILCS 120/2 (c) 2 Collective negotiating matters.

8. ADJOURNMENT

"The Village of Gilberts complies with the Americans with Disabilities Act (ADA). For accessibility assistance, please contact the Village Clerk at the Village Hall, telephone number 847/428-2861."

3A

**Village of Gilberts
87 Galligan Road
Gilberts Illinois 60136
Village Board of Trustee
Meeting Minutes
May 3, 2011**

Call to Order/Pledge of Allegiance

President Zirk called the meeting to order at 7:00 p.m. He proceeded to lead those present in the Pledge of Allegiance.

Roll call/Establish Quorum

President Zirk asked Clerk Meadows to call the roll. Roll call: Members present: Trustees Clark, Mierisch, Zambetti, Farrell and President Zirk. 2- Absent: Trustees Erbeck and Cullotta. Others present: Administrator Keller, Attorney Tappendorf, Chief Building Inspector Swedberg, Finance Director Blocker Chief of Police Williams, Engineer Blecke, Assistant to the Village Administrator Beith and Village Clerk Meadows. For members of the audience please see the attached list.

Recognition

President Zirk reported that Trustees Erbeck and Cullotta were not in attendance. However, on behalf of the community he expressed appreciation to both Bruce Erbeck for his public service as a Village Trustee from 2007-2011 and Pete Cullotta for his public service as a Village Trustee from 2010-2011, Plan Commission Chairman from 2007-2010 and for also serving as a Plan Commission Member from 2004-2007 .

Public Comment and Discussion

President Zirk asked if anyone from the audience wished to address the Board. There was no comment from the audience.

Consent Agenda

- A. A motion to approve Minutes from the April 19, 2011 Village Board Meeting
- B. A motion to approve Bills and Salaries Dated May 3, 2011 as follows: General Fund \$50,736.34, Performance Bonds and Escrows \$1,795.00, Water Fund \$22,988.39, and Payroll \$91,238.31.
- C. A motion to approve Resolution 24-2011, a Resolution authorizing an agreement to participate in the Union National Bank Credit Card Program

A motion was made by Trustee Clark and seconded by Trustee Farrell to approve the consent agenda as presented. Roll call: Vote: 4-ayes: Trustees Clark, Mierisch, Zambetti and Farrell. 0-nays, 0-abstained. Motion carried.

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Adjournment Sine Die

There being no further business to discuss, a motion was made by Trustee Clark and seconded by Trustee Zambetti to adjourn from the public meeting at 7:03 p.m. Roll call: Vote: 4-ayes by unanimous voice vote.

Order of Business (New Board)

Swearing in of the Newly Elected Trustees

Village Clerk Meadows administered the Oath of Office to Newly Elected Trustees Patricia Mierisch, Dan Corbett and Louis Hacker.

Call to Order

President Zirk called the second portion of the meeting to order at 7:05 p.m.

Roll call / Establish Quorum

President Zirk asked Clerk Meadows to call the roll. Roll call: Members present: Trustees Corbett, Clark, Mierisch, Zambetti, Farrell, Hacker and President Zirk. Others present: Administrator Keller, Attorney Tappendorf, Engineer Blecke, Administrative Assistant Beith, Chief of Police Williams, Chief Building Inspector Swedberg, Finance Director Blocker and Village Clerk Meadows. For members of the audience please see the attached list.

Appointments/Reappointments

Appointment of Randy Mills to the Plan Commission

A motion was made by Trustee Clark and seconded by Trustee Zambetti to concur with President Zirk's recommendation to appoint Randy Mills to the Plan Commission. Roll call: Vote: 6-ayes: Trustees Clark, Mierisch, Zambetti, Farrell, Hacker and Corbett. 0-nays, 0-abstained. Motion carried.

Reappointment of Matt Sullivan to the Plan Commission

A motion was made by Trustee Zambetti and seconded by Trustee Clark to concur with President Zirk's recommendation to reappoint Matt Sullivan to the Plan Commission. Roll call: Vote: 6-ayes: Trustees Mierisch, Zambetti, Farrell, Hacker, Corbett and Clark. 0-nays, 0-abstained. Motion carried.

Reappointment of Doug Hagen to the Plan Commission

A motion was made by Trustee Clark and seconded by Trustee Farrell to concur with President Zirk's recommendation to reappoint Doug Hagen to the Plan Commission. Roll call: Vote: 6-ayes: Trustees Zambetti, Farrell, Hacker, Corbett, Clark and Mierisch. 0-nays, 0-abstained. Motion carried.

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Reappointment of Doug Hagen as Chairman to the Plan Commission

A motion was made by Trustee Farrell and seconded by Trustee Clark to concur with President Zirk's recommendation to reappoint Doug Hagen as Chairman to the Plan Commission. Roll call: Vote: 6-ayes: Trustees Farrell, Hacker, Corbett, Clark, Mierisch and Zambetti. 0-nays, 0-abstained. Motion carried.

Reappointment of Susan Davidowski as Vice-Chairman to the Plan Commission

A motion was made by Trustee Clark and seconded by Trustee Farrell to concur with President Zirk's recommendation to reappoint Susan Davidowski as Vice-Chairman to the Plan Commission. Roll call: Vote: 6-ayes: Trustees Hacker, Corbett, Clark, Mierisch, Zambetti and Farrell. 0-nays, 0-abstained. Motion carried.

Public Comment

President Zirk asked if there were any comments from the audience. There was no reply from the audience.

Items for approval

A motion to approve Resolution 25-2011, a Resolution Opposing the Loss of Local Government Income Tax Distributive Funds

Administrator Keller commented on the fact that the General Assembly is considering reducing or eliminating the local share of the state income taxes, known as the Local Government Distributive Fund (LGDF) to solve its own budgetary concerns. Reduction or elimination of the local share of the state income taxes would have a profound effect on local governments and the services they provide.

A motion was made by Trustee Clark and seconded by Trustee Zambetti to approve Resolution 25-2011, a Resolution Opposing the Loss of Local Government Income Tax Distributive Fund. Roll call: Vote: 6-ayes: Trustees Corbett, Clark, Mierisch, Zambetti, Farrell and Hacker. 0-nays, 0-abstained. Motion carried.

Staff reports

Administrator Keller discussed the upcoming agenda.

Chief Building Inspector Swedberg offered all of the Trustees an opportunity to ride along with him and experience a typical work day.

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Finance Director Blocker provided the Board Members with an update on the implementation of the refuse billing.

Chief of Police Williams reported that the department has partnered with School District 300 to implement a McGruff Safe House Program. He continued to provide the Board with an outline of the program. In the future he will provide the Board Members with a presentation on the program.

Trustee Reports

Trustee Farrell reported that the Village Wide Clean-up Event was a success.

President's Report

President Zirk welcomed the newly elected Trustees.

President Zirk asked Chief Building Inspector Swedberg to examine the stormwater retention lot which is north of the tot lot located on Gregory M Sears.

Adjournment

There being no further business to discuss, a motion was made by Trustee Clark and seconded by Trustee Farrell to adjourn from the public meeting at 7:21 p.m. Roll call: Vote:6: by unanimous voice vote. Motion carried.

Respectfully submitted,

Debra Meadows

3B

Fund Summary

	BALANCE AS OF 4-30-11	Restricted / Designated Funds	Unrestricted / Undesignated Funds	
Unrestricted - General Fund			49,498.46	
Restricted - Total		4,641,474.17		
Restricted- Designated Reserves		105,750.00		
- 1 Months Expenses	105,750.00			
Restricted - Road Improvement		458,646.76		
- FY-07 and Prior	707,838.00			
- FY-08 Transfer (School Road)	(120,000.00)			
- FY-08	76,235.76			
- FY-09	75,968.38			
- FY-09 Transfer (Additional Salt & Snow Removal)	(78,469.37)			
- FY-09/FY10 Hennessy Bridge Work	(350,000.00)			
- FY-10	79,129.42			
- FY-11 (Road Study)	(10,000.00)			
- FY-11	77,944.57			
Restricted - Road Improvement MFT		786,296.35		
- Balance - Illinois Funds	730,111.29			
- Balance - Union Bank Money Market	56,185.06			
Restricted - Capital Improvement		115,845.76		
- FY-05	81,596.76			
- FY-06	45,000.00			
- FY-08 Transfer (Wing Mower)	(41,751.00)			
- FY-11 P/W Truck Sale	31,000.00			
Restricted - New Development Fees		769,467.63		
- FY-06 Municipal Impact Fee	286,000.00			
- FY-07 Municipal Impact Fee	382,250.00			
- FY-08 Municipal Impact Fee	261,250.00			
- FY-08/FY-09 Transfer (Salt Bin)	(185,701.50)			
- FY-09 Municipal Impact Fee	82,500.00			
- FY-07/08 Municipal Transistion Fee	8,000.00			
- FY-07/08 Municipal Police/Safety Transistion Fee	2,000.00			
- FY-09 Transfers Out	(127,256.51)			
- FY-10 Reimburse PGAV TIF Study from TIF	18,788.40			
- FY-10 Town Center Park Parking Lot	(201,112.76)			
- FY-10 Municipal Impact Fee	104,500.00			
- FY-11 Municipal Impact Fee	151,250.00			
- FY-11 Transfers (Road Study)	(13,000.00)			
Restricted - Tree Replacement/Beautification		6,910.00		
- FY-09 Recycling Revenue	2,500.00			
- FY-10 Recycling Rvenue	5,000.00			
- FY-10 Tree Replacements	(590.00)			
Restricted - Drug Forfeiture		14,925.96		
- Balance	14,925.96			
Restricted - Enterprise Fund (Water / Wastewater)		652,116.91		
- Balance	652,116.91			
Restricted - Pass Thru/Escrows		1,731,514.80		
- Balance	1,731,514.80			
Total		4,641,474.17	49,498.46	4,690,972.63
General Fund Revenue Receivable			127,281.33	
- State Income Tax Payments Delayed	127,281.33			
Total Unrestricted Funds including Receivables			176,779.79	

Additional Information

Pass Thru - Balance of Escrow		1,731,514.80
- Building Permit-Town Center	5,812.87	
- Performance Bonds / Escrows	229,060.31	
- TIF #1	108,583.62	
- Impact Fees - Library	38,004.00	
- Impact Fees - School	1,331,654.00	
- Impact Fees - Fire District	2,000.00	
- Transistion Fees - Fire	2,000.00	
- Transistion Fees - Library	400.00	
- Transistion Fees - School	14,000.00	

Capital Projects		1,615,845.76
- Current Balance	115,845.76	
- Due from Conservancy Annexation	1,500,000.00	

School Site Purchase		1,725,593.37
- Original Amount	1,500,000.00	
- Interest due 9/06 thru 4/11	225,593.37	

Total Due VOG - Annexation		3,341,439.13
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SSA #20 Loan from Water Department		574,724.39
- FY-08 Advances	341,194.63	
- FY-09 Avances to date	233,529.76	

Total Due Water/Sewer Fund		574,724.39
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TREASURER'S STATEMENT AS OF APRIL 30, 2011

	MONTH	YEAR TO DATE		YEAR TO DATE
Beginning Bank Balance:			<u>4,770,582.81</u>	<u>3,913,134.55</u>
Credits:				
General Fund:	<u>284,038.82</u>	<u>3,071,661.80</u>		
Water Fund:	<u>42,728.40</u>	<u>1,213,969.54</u>		
Motor Fuel Tax (MFT):	<u>13,588.96</u>	<u>195,556.78</u>		
Performance Bonds/Escrow:	<u>5,384.42</u>	<u>66,295.17</u>		
TIF #1	<u>22.31</u>	<u>83,372.58</u>		
Drug Forfeiture:	<u>300.00</u>	<u>2,890.28</u>		
Total Credits All Funds:	<u>346,062.91</u>	<u>4,633,746.15</u>	<u>346,062.91</u>	<u>4,633,746.15</u>
Expenses:				
General Fund:	<u>246,749.61</u>	<u>2,435,101.80</u>		
Water Fund:	<u>88,470.66</u>	<u>1,259,586.43</u>		
Motor Fuel Tax (MFT):	<u>85,337.28</u>	<u>85,337.28</u>		
Performance Bond/Escrow:	<u>5,115.54</u>	<u>65,750.56</u>		
TIF #1	<u>-</u>	<u>111.00</u>		
Drug Forfeiture:	<u>-</u>	<u>10,021.00</u>		
Total Debits All Funds:	<u>425,673.09</u>	<u>3,855,908.07</u>	<u>425,673.09</u>	<u>3,855,908.07</u>
Ending Bank Balance:				
General Fund:	<u>2,899,989.48</u>			
Water Fund:	<u>652,116.91</u>			
Motor Fuel Tax (MFT):	<u>786,296.35</u>			
Performance Bond/Escrow:	<u>229,060.31</u>			
TIF #1	<u>108,583.62</u>			
Drug Forfeiture:	<u>14,925.96</u>			
Total Debits All Funds:	<u>4,690,972.63</u>		<u>4,690,972.63</u>	<u>4,690,972.63</u>

TREASURER'S SIGNATURE:



DATE: MAY 4, 2011

Village of Gilberts
MONTH CLOSED: April, 2011

GENERAL FUND MONEY MARKET
01-00-105

Beginning Book Balance:	111,075.74	Previous YTD Credits:	2,787,622.98
Deposits (Total):	113,830.12	Current Credits:	84,701.64
Interest Income:		Current YTD Credits:	199,337.18
(01-00-341) Money Market:	20.51	Previous YTD Debits:	3,071,661.80
(01-00-341) Checking:	1.91	Current YTD Debits:	2,188,352.19
(01-00-342) Performance Bond:	19.02	Current Debits:	246,749.61
Miscellaneous Income:	124.00	Current YTD Debits:	2,435,101.80
Unused Flex \$'s 2010	4.34		
Transfer From Illinois Funds	200,000.00		
Transfer of MFT Funds	85,337.28		
Subtotal:	510,412.92	CD Balance:	1,198,939.17
Checks Written (Total):	246,749.61	G/F MM Balance:	263,663.31
Ending Check Book Balance:	263,663.31	IL Funds Balance:	668,114.92
Deposits in Transit:	25.27	Citizens Bank Balance:	768,272.08
Outstanding Checks:		G/F CKG Balance:	1,000.00
Balance per Bank Statement:	263,638.04	Total balance:	2,899,989.48

Expenditures/Transfers:

Date:	For:	Amount:
4/13/2011	Accounts Payable	77,873.73
4/18/2011	Accounts Payable	700.00
4/20/2011	Accounts Payable	4,797.07
4/29/2011	Accounts Payable	29,448.46
	Health Insurance	19,943.41
4/11/2011	Payroll	35,933.73
4/21/2011	Payroll	21,202.85
4/25/2011	Payroll	56,850.36
	Total:	246,749.61

Deposits:	Deposits:	Direct Deposits	
	2,045.00	T-Mobile	1,725.00
16,939.53	166.00	Exelon	12,777.88
21,448.00	2,812.99		
294.72	177.00		
373.00	15,428.00		
214.00	762.00		
930.00			
509.00			
391.00			
241.00			
25,370.00			
200.00			
835.00			
10,191.00			
Total Deposits	99,327.24	Total Direct Deposits	14,502.88
Total Deposits/Direct Deposits:	113,830.12		

Village of Gilberts
MONTH CLOSED: April, 2011

GENERAL FUND CHECKING ACCT
01-00-103

Beginning Book Balance:	<u>1,000.00</u>	Previous YTD Credits:	<u> </u>
Deposits (Total):	<u>112,819.26</u>	Current Credits:	<u> </u>
Voided Checks:		Current YTD Credits:	<u> </u>
Check# Vendor Name:	<u> </u>	Previous YTD Debits:	<u> </u>
	<u> </u>	Current Debits:	<u> </u>
	<u> </u>	Current YTD Debits:	<u> </u>
Total Voided Checks:	<u> </u>		
Subtotal:	<u>113,819.26</u>		
Checks Written (Total):	<u>112,819.26</u>		
Voided Checks (Total):	<u> </u>		
Ending Check Book Balance:	<u>1,000.00</u>		
Deposits in Transit:	<u> </u>		
Outstanding Checks:	<u>60,913.33</u>		
Balance per Bank Statement:	<u>61,913.33</u>		

Expenditures/Transfers:

Date:	For:	Amount:
<u>4/13/2011</u>	<u>Accounts Payable</u>	<u>77,873.73</u>
<u>4/18/2011</u>	<u>Accounts Payable</u>	<u>700.00</u>
<u>4/20/2011</u>	<u>Accounts Payable</u>	<u>4,797.07</u>
<u>4/29/2011</u>	<u>Accounts Payable</u>	<u>29,448.46</u>
	Total:	<u>112,819.26</u>

Outstanding Checks:

Check #:	Amount:	Check #:	Amount:
<u>11937</u>	<u>100.00</u>	<u>19645</u>	<u>198.16</u>
<u>14130</u>	<u>50.00</u>	<u>19646</u>	<u>178.29</u>
<u>15048</u>	<u>50.00</u>	<u>19647</u>	<u>3,604.75</u>
<u>16678</u>	<u>60.00</u>	<u>19648</u>	<u>1,326.64</u>
<u>18915</u>	<u>39.25</u>	<u>19649</u>	<u>453.00</u>
<u>19374</u>	<u>10.00</u>	<u>19650</u>	<u>720.00</u>
<u>19549</u>	<u>1,762.50</u>	<u>19651</u>	<u>15.00</u>
<u>19559</u>	<u>300.00</u>	<u>19652</u>	<u>300.00</u>
<u>19574</u>	<u>1,000.00</u>	<u>19653</u>	<u>1,620.00</u>
<u>19577</u>	<u>287.88</u>	<u>19654</u>	<u>158.33</u>
<u>19588</u>	<u>275.69</u>	<u>19655</u>	<u>47.44</u>
<u>19589</u>	<u>917.50</u>	<u>19656</u>	<u>114.80</u>
<u>19601</u>	<u>1,500.00</u>	<u>19657</u>	<u>363.62</u>
<u>19619</u>	<u>478.49</u>	<u>19658</u>	<u>63.50</u>
<u>19626</u>	<u>568.48</u>	<u>19659</u>	<u>805.95</u>
<u>19627</u>	<u>170.00</u>	<u>19660</u>	<u>19.92</u>
<u>19634</u>	<u>22.50</u>	<u>19661</u>	<u>16.68</u>
<u>19635</u>	<u>33.00</u>	<u>19662</u>	<u>50.00</u>
<u>19636</u>	<u>75.00</u>	<u>19663</u>	<u>50.94</u>
<u>19637</u>	<u>9,535.60</u>	<u>19664</u>	<u>214.25</u>
<u>19638</u>	<u>1,224.52</u>	<u>19665</u>	<u>5,948.23</u>
<u>19639</u>	<u>79.89</u>	<u>19666</u>	<u>128.12</u>
<u>19640</u>	<u>65.00</u>	<u>19667</u>	<u>344.08</u>
<u>19641</u>	<u>851.86</u>	<u>19668</u>	<u>45.00</u>
<u>19642</u>	<u>187.56</u>	<u>19669</u>	<u>159.98</u>
<u>19643</u>	<u>32.14</u>	May Health Insurance	<u>23,895.08</u>
<u>19644</u>	<u>394.71</u>	Total	<u>60,913.33</u>

Village of Gilberts
MONTH CLOSED: April, 2011

CITIZENS FIRST MONEY MARKET
01-00-106

Beginning Book Balance:	<u>767,830.32</u>	Previous YTD Credits:	<u> </u>
Deposits (Total):	<u> </u>	Current Credits:	<u>441.76</u>
Interest:		Current YTD Credits:	<u> </u>
Savings Acct:	<u>441.76</u>	Previous YTD Debits:	<u> </u>
Transferred from CD's	<u> </u>	Current Debits:	<u> </u>
		Current YTD Debits:	<u> </u>
Subtotal:	<u>768,272.08</u>		
Checks Written (Total):	<u> </u>		
Transferred to CD's	<u> </u>		
Ending Check Book Balance:	<u>768,272.08</u>		
Deposits in Transit:	<u> </u>		
Outstanding Checks:	<u> </u>		
Balance per Bank Statement:	<u>768,272.08</u>		

Expenditures/Transfers:

Date:	For:	Amount:
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
	Total:	<u> </u>

Deposits:

<u> </u>
<u> </u>
<u> </u>
<u> </u>
<u> </u>
<u> </u>
<u> </u>

Total Deposits:

Beginning Book Balance:	<u>787,727.60</u>	Previous YTD Credits:	<u> </u>
Deposits (Total):	<u>80,357.86</u>	Current Credits:	<u>80,387.32</u>
		Current YTD Credits:	<u> </u>
(01-00-347) IL First Funds:	<u>29.46</u>	Previous YTD Debits:	<u> </u>
		Current Debits:	<u> </u>
Miscellaneous Income:	<u> </u>	Current YTD Debits:	<u> </u>
Subtotal:	<u>868,114.92</u>	CD Balance:	<u> </u>
Transfer to Union National	<u>200,000.00</u>	G/F MM Balance:	<u> </u>
Returned Checks (Total):	<u> </u>	G/F CKG Balance:	<u> </u>
		Total balance:	<u> </u>
Ending Check Book Balance:	<u>668,114.92</u>		
Deposits in Transit:	<u> </u>		
Outstanding Checks:	<u> </u>		
Balance per Bank Statement:	<u>668,114.92</u>		

Expenditures/Transfers:

Date:	For:	Amount:
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
Total:		<u> </u>

Deposits:	Direct Deposits:	Description:
<u>43,702.12</u>	<u> </u>	
<u>8,490.09</u>	<u> </u>	
<u>6,903.23</u>	<u> </u>	
<u>21,198.55</u>	<u> </u>	
<u>63.87</u>	<u> </u>	
<u> </u>	<u> </u>	
<u> </u>	<u> </u>	
<u> </u>	<u> </u>	
<u> </u>	<u> </u>	
Total Deposits/Direct Deposits:	<u>80,357.86</u>	

**Village of Gilberts
General Fund
Certificates of Deposit
April 30, 2011**

Bank	CD#	Amount	Term	Maturity Date	Interest Rate
Union National Bank	4152-922	391,315.36	6 months	10/9/2011	1.08 APY
Union National Bank	4152930	258,179.58	6 months	10/15/2011	1.08 APY
Union National Bank	4152948	374,349.47	6 months	10/23/2011	1.08 APY
Union National Bank	4152989	175,094.76	1 month	5/22/2011	.76 APY
		1,198,939.17			
Union National CD's	1,198,939.17				

ILLINOIS FIRST MONEY MARKET
KANE COUNTY RECOVERY BOND
15-00-105

Beginning Book Balance:	345,000.00	Previous YTD Credits:	
		Current Credits:	-
Deposits (Total):		Current YTD Credits:	
		Previous YTD Debits:	
(01-00-347) IL First Funds:		Current Debits:	2,839.36
		Current YTD Debits:	
Miscellaneous Income:			
Subtotal:	345,000.00		
Bills Paid	2,839.36		
Returned Checks (Total):			
Ending Check Book Balance:	342,160.64		
Deposits in Transit:			
Outstanding Checks:			
Balance per Bank Statement:	342,160.64		

Expenditures/Transfers:

Date:	For:	Amount:
Total:		

Deposits:	Direct Deposits:	Description:
Total Deposits/Direct Deposits:		

Beginning Book Balance:	<u>112,316.26</u>	Previous YTD Credits:	<u>1,171,241.14</u>
			<u>2,403.58</u>
Deposits (Total):	<u>40,298.58</u>	Current Credits:	<u>40,324.82</u>
Interest Income:		Current YTD Credits:	<u>1,213,969.54</u>
(20-00-341) Money Market:	<u>21.73</u>	Previous YTD Debits:	<u>1,171,115.77</u>
(20-00-341) Checking:	<u>4.51</u>		
		Current Debits:	<u>88,470.66</u>
Miscellaneous Income:		Current YTD Debits:	<u>1,259,586.43</u>
Subtotal:	<u>152,641.08</u>	Barrington Bank:	<u>557,562.51</u>
Checks Written (Total):	<u>88,088.56</u>	H2O MM Balance:	<u>64,170.42</u>
Returned Checks	<u>382.10</u>	H2O Illinois Funds	<u>29,383.98</u>
		H2O CKG Balance:	<u>1,000.00</u>
		Total balance:	<u>652,116.91</u>
Ending Check Book Balance:	<u>64,170.42</u>		
Deposits in Transit:	<u>4.51</u>		
Outstanding Transfer:			
Balance per Bank Statement:	<u>64,165.91</u>		

Expenditures/Transfers:

Date:	For:	Amount:
<u>4/13/2011</u>	Accounts Payable	<u>33,789.94</u>
<u>4/21/2011</u>	Accounts Payable	<u>3,865.39</u>
<u>4/29/2011</u>	Accounts Payable	<u>22,192.04</u>
	May Health Insurance	<u>3,951.67</u>
	Postage Late Notices	<u>121.88</u>
<u>4/11/2011</u>	Payroll-Water	<u>10,982.54</u>
<u>4/21/2011</u>	Payroll-Water	<u>2,388.40</u>
<u>4/25/2011</u>	Payroll-Water	<u>10,796.70</u>

Total: 88,088.56

Deposits:

<u>752.10</u>		
<u>16,148.75</u>	<u>791.15</u>	
<u>5,601.65</u>	<u>155.44</u>	
<u>1,648.26</u>	<u>637.81</u>	
<u>1,624.61</u>	<u>353.10</u>	
<u>1,693.85</u>	<u>58.00</u>	
<u>111.10</u>	<u>248.40</u>	
<u>3,526.42</u>	<u>27.00</u>	
<u>2,251.75</u>	<u>353.10</u>	
<u>1,843.03</u>	<u>472.00</u>	
<u>2,001.06</u>	<u>40,298.58</u>	

Total Deposits: 40,298.58

Beginning Book Balance:	<u>1,000.00</u>	Previous YTD Credits:	<u> </u>
Deposits (Total):	<u>59,969.25</u>	Current Credits:	<u> </u>
Voided Checks:		Current YTD Credits:	<u> </u>
Check# Vendor Name:	<u> </u>	Previous YTD Debits:	<u> </u>
	<u> </u>	Current Debits:	<u> </u>
	<u> </u>	Current YTD Debits:	<u> </u>
Total Voided Checks:	<u> </u>		
Subtotal:	<u>60,969.25</u>		
Checks Written (Total):	<u>59,969.25</u>		
Voided Checks (Total):	<u> </u>		
Ending Check Book Balance:	<u>1,000.00</u>		
Deposits in Transit:	<u>121.88</u>		
Outstanding Checks:	<u>67,093.74</u>		
Balance per Bank Statement:	<u>67,971.86</u>		

Expenditures/Transfers:

Date:	For:	
<u>4/13/2011</u>	<u>Accounts Payable</u>	<u>33,789.94</u>
<u>4/21/2011</u>	<u>Accounts Payable</u>	<u>3,865.39</u>
<u>4/29/2011</u>	<u>Accounts Payable</u>	<u>22,192.04</u>
<u> </u>	<u>Postage Late Notices</u>	<u>121.88</u>
<u> </u>		
<u> </u>	Total:	<u>59,969.25</u>

Outstanding Checks:

Check #:	Amount:	Check #:	Amount:
<u>202350</u>	<u>4.18</u>	<u>203110</u>	<u>22.00</u>
<u>202365</u>	<u>1.19</u>	<u>203111</u>	<u>279.00</u>
<u>202389</u>	<u>543.62</u>	<u>203112</u>	<u>25.90</u>
<u>202654</u>	<u>44,122.39</u>	<u>203113</u>	<u>124.20</u>
<u>203100</u>	<u>230.32</u>	<u>203114</u>	<u>290.00</u>
<u>203103</u>	<u>3,845.00</u>	<u>203115</u>	<u>2,131.85</u>
<u>203104</u>	<u>751.10</u>	<u>203116</u>	<u>967.18</u>
<u>203105</u>	<u>482.54</u>		
<u>203106</u>	<u>1,508.57</u>	Total:	<u>67,093.74</u>

Beginning Book Balance:	<u>27,046.85</u>	Previous YTD Credits:	<u> </u>
Deposits (Total):	<u>2,336.09</u>	Current Credits:	<u>2,337.13</u>
(20-00-347) Illinois Funds:	<u>1.04</u>	Current YTD Credits:	<u> </u>
		Previous YTD Debits:	<u> </u>
		Current Debits:	<u> </u>
Total Voided Checks:	<u> </u>	Current YTD Debits:	<u> </u>
Subtotal:	<u>29,383.98</u>		
Checks Written (Total):	<u> </u>		
Voided Checks (Total):	<u> </u>		
Ending Check Book Balance:	<u>29,383.98</u>		
Deposits in Transit:	<u> </u>		
Outstanding Checks:	<u> </u>		
Balance per Bank Statement:	<u>29,383.98</u>		

Expenditures/Transfers:

Date:	For:	
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
	Total:	<u>-</u>

Deposits:	
<u>90.00</u>	<u>138.80</u>
<u>101.97</u>	<u>237.60</u>
<u>32.64</u>	<u>146.50</u>
<u>39.60</u>	<u>278.90</u>
<u>89.10</u>	<u>59.40</u>
<u>99.00</u>	<u>134.10</u>
<u>32.34</u>	<u>328.70</u>
<u>55.44</u>	<u>50.00</u>
<u>356.40</u>	<u>125.00</u>
<u>69.30</u>	<u>(128.70)</u>
Total Deposits:	<u>2,336.09</u>

Beginning Book Balance:	<u>557,496.06</u>	Previous YTD Credits:	<u> </u>
Deposits (Total):	<u> </u>	Current Credits:	<u>66.45</u>
Interest:		Current YTD Credits:	<u> </u>
Savings Acct:	<u>66.45</u>	Previous YTD Debits:	<u> </u>
		Current Debits:	<u> </u>
		Current YTD Debits:	<u> </u>

Subtotal:	557,562.51
------------------	------------

Checks Written (Total): _____
 Voided Checks (Total): _____

Ending Check Book Balance:	557,562.51
Deposits in Transit:	
Outstanding Checks:	
Balance per Bank Statement:	557,562.51

Expenditures/Transfers:

Date:	For:	Amount:
Total:		

Deposits:[illegible]

Total Deposits: _____

Beginning Book Balance:	801,859.61	Previous YTD Credits:	181,967.82
Deposits (Total):	13,559.36	Current Credits:	13,588.96
Interest Income:		Current YTD Credits:	195,556.78
(30-00-347) Money Market:	29.60	Previous YTD Debits:	-
		Current Debits:	85,337.28
Miscellaneous Income:		Current YTD Debits:	85,337.28
Subtotal:	815,448.57	MFT MM Balance	56,185.06
Transfer to Union National	85,337.28	IL Funds Balance:	730,111.29
Returned Checks (Total):		Total balance:	786,296.35
Ending Check Book Balance:	730,111.29		
Deposits in Transit:			
Outstanding Checks:			
Balance per Bank Statement:	730,111.29		

Expenditures/Transfers:

Date:	For:	Amount:
Total:		

Deposits:[illegible]

Total Deposits: _____

Beginning Book Balance:	<u>228,791.43</u>	Previous YTD Credits:	<u>60,910.75</u>
Deposits (Total):	<u>5,384.42</u>	Current Credits:	<u>5,384.42</u>
Interest Income:		Current YTD Credits:	<u>66,295.17</u>
(31-00-341) Money Market:		Previous YTD Debits:	<u>60,635.02</u>
		Current Debits:	<u>5,115.54</u>
Miscellaneous Income:		Current YTD Debits:	<u>65,750.56</u>
Subtotal:	<u>234,175.85</u>		
Checks Written (Total):	<u>4,991.54</u>		
Transfer to General Fund	<u>124.00</u>		
Ending Check Book Balance:	<u>229,060.31</u>		
Deposits in Transit:			
Outstanding Checks:	<u>4,417.00</u>		
Balance per Bank Statement:	<u>233,477.31</u>		

Expenditures/Transfers:

Date:	For:	Amount:
<u>4/13/2011</u>	Accounts Payable	<u>2,810.54</u>
<u>4/21/2011</u>	Accounts Payable	<u>579.00</u>
<u>4/29/2011</u>	Accounts Payable	<u>1,602.00</u>
	Total:	<u>4,991.54</u>

Deposits:		Outstanding Checks	
<u>165.00</u>	<u>1,031.42</u>	300636	<u>135.00</u>
<u>386.00</u>	<u>193.00</u>	300889	<u>150.00</u>
<u>193.00</u>	<u>193.00</u>	301188	<u>5.00</u>
<u>579.00</u>	<u>512.00</u>	301209	<u>135.00</u>
<u>395.00</u>	<u>193.00</u>	301704	<u>150.00</u>
<u>386.00</u>	<u>193.00</u>	302505	<u>175.00</u>
<u>386.00</u>	<u>193.00</u>	302544	<u>135.00</u>
<u>386.00</u>		302569	<u>106.00</u>
		302752	<u>117.00</u>
		302854	<u>193.00</u>
		302946	<u>110.00</u>
		302950	<u>825.00</u>
		302957	<u>193.00</u>
		302958	<u>386.00</u>
		302959	<u>1,083.00</u>
		302960	<u>133.00</u>
		302961	<u>193.00</u>
		302962	<u>193.00</u>
Total Deposits:	<u>5,384.42</u>	Total Outstanding Checks	<u>4,417.00</u>

Beginning Book Balance:	108,561.31	Previous YTD Credits:	83,350.27
Deposits (Total):		Current Credits:	22.31
Interest Income:	22.31	Current YTD Credits:	83,372.58
(34-00-341) Money Market:		Previous YTD Debits:	111.00
		Current Debits:	-
Miscellaneous Income:		Current YTD Debits:	111.00
Subtotal:	108,583.62		
Checks Written (Total):			
Returned Checks (Total):			
Ending Check Book Balance:	108,583.62		
Deposits in Transit:			
Outstanding Checks:			
Balance per Bank Statement:	108,583.62		

Expenditures/Transfers:

Date: **For:** **Amount:**

[illegible]

Total:

Deposits:

99.20

Kane County

Total Deposits: 99.20

PD DRUG FORFEITURE ACCT
40-00-105

Beginning Book Balance:	14,625.96	Previous YTD Credits:	2,590.28
Deposits (Total):	300.00	Current Credits:	300.00
Interest Income:		Current YTD Credits:	2,890.28
(40-00-341) Money Market:		Previous YTD Debits:	10,021.00
		Current Debits:	-
Miscellaneous Income:		Current YTD Debits:	10,021.00
Subtotal:	14,925.96		
Checks Written (Total):			
Returned Checks (Total):			
Ending Check Book Balance:	14,925.96		
Deposits in Transit:			
Outstanding Checks:			
Balance per Bank Statement:	14,925.96		

Expenditures/Transfers:

Date: _____ **For:** _____ **Amount:** _____

Total: -

Deposits:

	300.00
	300.00

Total Deposits/Direct Deposits:

Village of Gilberts
MONTH CLOSED: April, 2011

VOG PAYROLL ACCT
01-00-125

Beginning Book Balance:	<u>-</u>	Previous YTD Credits:	<u> </u>
Deposits (Total):	<u>138,154.58</u>	Current Credits:	<u> </u>
Voided Checks:		Current YTD Credits:	<u> </u>
Check #: Vendor Name:		Previous YTD Debits:	<u> </u>
<u> </u>	<u> </u>	Current Debits:	<u> </u>
<u> </u>	<u> </u>	Current YTD Debits:	<u> </u>
Subtotal:	<u>138,154.58</u>		
Checks Written (Total):	<u>138,154.58</u>		
Voided Checks (Total):	<u> </u>		
Ending Check Book Balance:	<u>-</u>		
Deposits in Transit:	<u> </u>		
Outstanding Checks:	<u>28,064.67</u>		
Balance per Bank Statement:	<u>28,064.67</u>		

Expenditures/Transfers:	Date:	For:	Amount:
	4/11/2011	Payroll	35,933.73
	4/21/2011	Payroll	21,202.85
	4/25/2011	Payroll	56,850.36
	4/11/2011	Payroll-Water	10,982.54
	4/21/2011	Payroll-Water	2,388.40
	4/25/2011	Payroll-Water	10,796.70
		Total:	<u>138,154.58</u>

Outstanding Checks:			
Check #:	Amount:	Check#:	Amount:
<u>12042</u>	<u>92.35</u>	<u>15742</u>	<u>113.22</u>
<u>15058</u>	<u>165.83</u>	<u>15743</u>	<u>113.22</u>
<u>15464</u>	<u>110.82</u>	<u>15744</u>	<u>214.44</u>
<u>15634</u>	<u>117.69</u>	<u>15747</u>	<u>117.69</u>
<u>15664</u>	<u>228.88</u>	<u>15750</u>	<u>383.31</u>
<u>15688</u>	<u>223.88</u>	<u>15751</u>	<u>1,460.39</u>
<u>15690</u>	<u>182.73</u>	<u>15752</u>	<u>187.73</u>
<u>15694</u>	<u>558.22</u>	<u>15753</u>	<u>545.28</u>
<u>15711</u>	<u>698.33</u>	<u>15757</u>	<u>1,465.45</u>
<u>15713</u>	<u>821.40</u>	<u>15759</u>	<u>22.90</u>
<u>15714</u>	<u>859.33</u>	<u>15761</u>	<u>80.00</u>
<u>15715</u>	<u>803.52</u>	<u>15762</u>	<u>3,186.99</u>
<u>15722</u>	<u>446.75</u>	<u>15766</u>	<u>116.01</u>
<u>15724</u>	<u>414.25</u>	<u>15768</u>	<u>108.28</u>
<u>15726</u>	<u>446.75</u>	<u>15769</u>	<u>186.57</u>
<u>15727</u>	<u>446.75</u>	Flex Benefits	<u>11,980.00</u>
<u>15729</u>	<u>785.63</u>		
<u>15741</u>	<u>380.08</u>	Total:	<u>28,064.67</u>

ROAD IMPROVEMENT FUND BALANCE SHEET

Date	Deposit	Received From	Balance
	\$ 2,940.00	Circuit Court	\$ 2,940.00
11/8/2001	\$ 24,220.94	Infrastructure Acct	\$ 27,160.94
2/28/2002	\$ 180.00	Overweight Permits	\$ 27,340.94
3/31/2002	\$ 380.00	Overweight Permits	\$ 27,720.94
5/31/2002	\$ 540.00	Overweight Permits	\$ 28,260.94
5/31/2002	\$ 1,500.00	Antenna Rental/Verizon	\$ 29,760.94
6/30/2002	\$ 1,500.00	Antenna Rental/Verizon	\$ 31,260.94
6/30/2002	\$ 350.00	Antenna Rental/Worldcom	\$ 31,610.94
6/30/2002	\$ 450.00	Overweight Permits	\$ 32,060.94
7/30/2002	\$ 100.00	Antenna Rental/DataCom	\$ 32,160.94
7/30/2002	\$ 1,500.00	Antenna Rental/Verizon	\$ 33,660.94
7/30/2002	\$ 350.00	Antenna Rental/Worldcom	\$ 34,010.94
7/30/2002	\$ 680.00	Overweight Permits	\$ 34,690.94
8/31/2002	\$ 650.00	Overweight Permits	\$ 35,340.94
8/31/2002	\$ 5,050.00	Circuit Court	\$ 40,390.94
8/31/2002	\$ 102.60	Antenna Rental/DataCom	\$ 40,493.54
8/31/2002	\$ 1,500.00	Antenna Rental/Verizon	\$ 41,993.54
8/31/2002	\$ 350.00	Antenna Rental/Worldcom	\$ 42,343.54
9/30/2002	\$ 102.60	Antenna Rental/DataCom	\$ 42,446.14
9/30/2002	\$ 1,500.00	Antenna Rental/Verizon	\$ 43,946.14
9/30/2002	\$ 350.00	Antenna Rental/Worldcom	\$ 44,296.14
9/30/2002	\$ 360.00	Overweight Permits	\$ 44,656.14
9/30/2002	\$ 14,329.13	Circuit Court	\$ 58,985.27
10/11/2002	\$ 102.60	Antenna Rental/DataCom	\$ 59,087.87
10/11/2002	\$ 350.00	Antenna Rental/Worldcom	\$ 59,437.87
10/31/2002	\$ 1,500.00	Antenna Rental/Verizon	\$ 60,937.87
10/30/2002	\$ 470.00	Overweight Permits	\$ 61,407.87
11/8/2002	\$ 102.60	Antenna Rental/DataCom	\$ 61,510.47
11/25/2002	\$ 1,500.00	Antenna Rental/Verizon	\$ 63,010.47
11/22/2002	\$ 120,000.00	Resoulution #02-13R	\$ 183,010.47
11/30/2002	\$ 50.00	Overweight Permits	\$ 183,060.47
12/31/2002	\$ 400.00	Overweight Permits	\$ 183,460.47
12/31/2002	\$ 102.60	Antenna Rental/DataCom	\$ 183,563.07
12/31/2002	\$ 1,500.00	Antenna Rental/Verizon	\$ 185,063.07
1/9/2003	\$ 102.60	Antenna Rental/DataCom	\$ 185,165.67
1/31/2003	\$ 490.00	Overweight Permits	\$ 185,655.67
2/28/2003	\$ 106.50	Antenna Rental/DataCom	\$ 185,762.17
2/28/2003	\$ 1,500.00	Antenna Rental/Verizon	\$ 187,262.17
2/28/2003	\$ 1,500.00	Antenna Rental/Verizon	\$ 188,762.17
2/28/2003	\$ 210.00	Overweight Permits	\$ 188,972.17
3/31/2003	\$ 210.00	Overweight Permits	\$ 189,182.17
3/4/2003	\$ 1,785.00	Antenna Rental/Worldcom	\$ 190,967.17
3/10/2003	\$ 107.80	Antenna Rental/DataCom	\$ 191,074.97
3/25/2003	\$ 1,500.00	Antenna Rental/Verizon	\$ 192,574.97
4/1/2003	\$ 385.00	Antenna Rental/Worldcom	\$ 192,959.97
4/9/2003	\$ 109.10	Antenna Rental/DataCom	\$ 193,069.07

ROAD IMPROVEMENT FUND BALANCE SHEET

Date	Deposit	Received From	Balance
4/29/2003	\$ 1,500.00	Antenna Rental/Worldcom	\$ 194,569.07
4/30/2003	\$ 450.00	Overweight Permits	\$ 195,019.07
5/31/2003	\$ 500.00	Overweight Permits	\$ 195,519.07
5/31/2003	\$ 111.70	Antenna Rental/DataCom	\$ 195,630.77
5/31/2003	\$ 1,500.00	Antenna Rental/Verizon	\$ 197,130.77
5/31/2003	\$ 385.00	Antenna Rental/Worldcom	\$ 197,515.77
5/31/2003	\$ 14,685.00	Vehicle Stickers	\$ 212,200.77
6/30/2003	\$ 50.00	Overweight Permits	\$ 212,250.77
6/30/2003	\$ 385.00	Antenna Rental/Worldcom	\$ 212,635.77
6/30/2003	\$ 113.00	Antenna Rental/DataCom	\$ 212,748.77
6/30/2003	\$ 1,500.00	Antenna Rental/Verizon	\$ 214,248.77
6/30/2003	\$ 7,575.50	Vehicle Stickers	\$ 221,824.27
7/2/2003	\$ 385.00	Antenna Rental/Worldcom	\$ 222,209.27
7/9/2003	\$ 113.00	Antenna Rental/DataCom	\$ 222,322.27
7/24/2003	\$ 1,500.00	Antenna Rental/Verizon	\$ 223,822.27
7/31/2003	\$ 1,365.00	Vehicle Stickers	\$ 225,187.27
7/31/2003	\$ 260.00	Overweight Permits	\$ 225,447.27
8/1/2003	\$ 385.00	Antenna Rental/Worldcom	\$ 225,832.27
8/31/2003	\$ 113.00	Antenna Rental/DataCom	\$ 225,945.27
8/31/2003	\$ 1,500.00	Antenna Rental/Verizon	\$ 227,445.27
8/31/2003	\$ 813.00	Vehicle Stickers	\$ 228,258.27
8/31/2003	\$ 50.00	Overweight Permits	\$ 228,308.27
9/2/2003	\$ 385.00	Antenna Rental/Worldcom	\$ 228,693.27
9/5/2003	\$ 119.36	Antenna Rental/DataCom	\$ 228,812.63
9/22/2003	\$ 1,500.00	Antenna Rental/Verizon	\$ 230,312.63
9/30/2003	\$ 385.00	Antenna Rental/Worldcom	\$ 230,697.63
9/30/2003	\$ 3,210.00	Vehicle Stickers	\$ 233,907.63
10/31/2003	\$ 585.00	Vehicle Stickers	\$ 234,492.63
10/13/2003	\$ 119.36	Antenna Rental/DataCom	\$ 234,611.99
10/24/2003	\$ 1,500.00	Antenna Rental/Verizon	\$ 236,111.99
10/31/2003	\$ 150.00	Antenna Rental/Blue Wave	\$ 236,261.99
11/30/2003	\$ 461.00	Vehicle Stickers	\$ 236,722.99
11/3/2003	\$ 385.00	Antenna Rental/Worldcom	\$ 237,107.99
11/10/2003	\$ 119.36	Antenna Rental/DataCom	\$ 237,227.35
11/20/03	\$ 1,500.00	Antenna Rental/Verizon	\$ 238,727.35
11/25/2003	\$ 385.00	Antenna Rental/Worldcom	\$ 239,112.35
12/31/2003	\$ 592.00	Vehicle Stickers	\$ 239,704.35
12/17/2003	\$ 450.00	Overweight Permits	\$ 240,154.35
12/5/2003	\$ 119.36	Antenna Rental/DataCom	\$ 240,273.71
12/10/2003	\$ 150.00	Antenna Rental/Blue Wave	\$ 240,423.71
12/22/2003	\$ 1,500.00	Antenna Rental/Verizon	\$ 241,923.71
1/2/2004	\$ 385.00	Antenna Rental/Worldcom	\$ 242,308.71
1/7/2004	\$ 150.00	Antenna Rental/Blue Wave	\$ 242,458.71
1/7/2004	\$ 119.36	Antenna Rental/DataCom	\$ 242,578.07
1/20/2004	\$ 1,500.00	Antenna Rental/Verizon	\$ 244,078.07
1/20/2004	\$ 430.00	Overweight Permits	\$ 244,508.07

ROAD IMPROVEMENT FUND BALANCE SHEET

Date	Deposit	Received From	Balance
1/31/2004	\$ 178.00	Vehicle Stickers	\$ 244,686.07
2/5/2004	\$ 119.36	Antenna Rental/DataCom	\$ 244,805.43
2/5/2004	\$ 385.00	Antenna Rental/Worldcom	\$ 245,190.43
2/5/2004	\$ 150.00	Antenna Rental/Blue Wave	\$ 245,340.43
2/25/2004	\$ 1,500.00	Antenna Rental/Verizon	\$ 246,840.43
2/29/2004	\$ 297.75	Vehicle Stickers	\$ 247,138.18
3/1/2004	\$ 385.00	Antenna Rental/Worldcom	\$ 247,523.18
3/3/2004	\$ 119.36	Antenna Rental/DataCom	\$ 247,642.54
3/9/2004	\$ 150.00	Antenna Rental/Blue Wave	\$ 247,792.54
3/19/2004	\$ 1,500.00	Antenna Rental/Verizon	\$ 249,292.54
3/26/2004	\$ 385.00	Antenna Rental/Worldcom	\$ 249,677.54
3/30/2004	\$ 500.00	Antenna Rental/T-Mobile	\$ 250,177.54
3/31/2004	\$ 215.50	Vehicle Stickers	\$ 250,393.04
3/31/2004	\$ 550.00	Overweight Permits	\$ 250,943.04
4/3/2004	\$ 159.70	Antenna Rental-Blue Wave	\$ 251,102.74
4/4/2004	\$ 123.36	Antenna Rental/DataCom	\$ 251,226.10
4/19/2004	\$ 1,500.00	Antenna Rental/Verizon	\$ 252,726.10
4/30/2004	\$ 28.00	Vehicle Stickers	\$ 252,754.10
4/30/2004	\$ 450.00	Overweight Permits	\$ 253,204.10
5/31/2004	\$ 20,063.50	Vehicle Stickers	\$ 273,267.60
6/30/2004	\$ 80.00	Overweight Permits	\$ 273,347.60
6/30/2004	\$ 13,599.00	Vehicle Stickers	\$ 286,946.60
7/31/2004	\$ 200.00	Overweight Permits	\$ 287,146.60
7/31/2004	\$ 2,273.00	Vehicle Stickers	\$ 289,419.60
8/31/2004	\$ 1,151.00	Vehicle Stickers	\$ 290,570.60
9/30/2004	\$ 1,056.00	Vehicle Stickers	\$ 291,626.60
9/30/2004	\$ 12,302.57	June Road & Bridge	\$ 303,929.17
9/30/2004	\$ 510.15	July Road & Bridge	\$ 304,439.32
9/30/2004	\$ 439.12	August Road & Bridge	\$ 304,878.44
9/30/2004	\$ 11,261.13	September Road & Bridge	\$ 316,139.57
10/31/2004	\$ 412.00	Vehicle Stickers	\$ 316,551.57
10/31/2004	\$ 437.56	October Road & Bridge	\$ 316,989.13
11/30/2004	\$ 199.00	Vehicle Stickers	\$ 317,188.13
12/31/2004	\$ 164.00	Vehicle Stickers	\$ 317,352.13
12/31/2004	\$ 664.27	December Road & Bridge	\$ 318,016.40
12/31/2004	\$ 430.00	Overweight Permits	\$ 318,446.40
1/31/2005	\$ 155.25	Vehicle Stickers	\$ 318,601.65
2/28/2005	\$ 135.50	Vehicle Stickers	\$ 318,737.15
3/31/2005	\$ 50.00	Vehicle Stickers	\$ 318,787.15
3/31/2005	\$ 400.00	Overweight Permits	\$ 319,187.15
4/30/2005	\$ 130.00	Overweight Permits	\$ 319,317.15
4/30/2005	\$ 206,034.00	Fy-05 Surplus	\$ 525,351.15
5/31/2005	\$ 100.00	Overweight Permits	\$ 525,451.15
5/31/2005	\$ 34,806.50	Vehicle Stickers	\$ 560,257.65
5/31/2005	\$ 1,257.88	May Road & Bridge	\$ 561,515.53
5/31/2005	\$ 45,000.00	Enterprise Fund Repayment	\$ 606,515.53

ROAD IMPROVEMENT FUND BALANCE SHEET

Date	Deposit	Received From	Balance
6/30/2005	\$ 3,258.20	June Road & Bridge	\$ 609,773.73
6/30/2005	\$ 580.00	Overweight Permits	\$ 610,353.73
6/30/2005	\$ 3,927.00	Vehicle Stickers	\$ 614,280.73
7/31/2005	\$ 589.00	July Vehicle Stickers	\$ 614,869.73
7/31/2005	\$ 658.51	July Road & Bridge	\$ 615,528.24
8/31/2005	\$ 790.00	August Vehicle Stickers	\$ 616,318.24
8/31/2005	\$ 130.30	August Road & Bridge	\$ 616,448.54
9/30/2005	\$ 350.50	September Vehicle Stickers	\$ 616,799.04
9/30/2005	\$ 160.00	September O/W Permits	\$ 616,959.04
9/30/2005	\$ 4,407.27	September Road & Bridge	\$ 621,366.31
10/31/2005	\$ 610.00	October Overweight	\$ 621,976.31
10/31/2005	\$ 275.00	October Vehicle Stickers	\$ 622,251.31
10/31/2005	\$ 225.88	October Road & Bridge	\$ 622,477.19
11/30/2005	\$ 121.26	November Road & Bridge	\$ 622,598.45
11/30/2005	\$ 536.00	November Vehicle Stickers	\$ 623,134.45
11/30/2005	\$ 660.00	November Overweight	\$ 623,794.45
12/31/2005	\$ 440.00	December Overweight	\$ 624,234.45
12/31/2005	\$ 136.50	December Vehicle Stickers	\$ 624,370.95
1/31/2006	\$ 77.50	January Vehicle Stickers	\$ 624,448.45
1/31/2006	\$ 400.00	January Overweight	\$ 624,848.45
2/28/2006	\$ 91.00	February Vehicle Stickers	\$ 624,939.45
2/28/2006	\$ 510.00	February Overweight	\$ 625,449.45
3/31/2006	\$ 63.50	March Vehicle Stickers	\$ 625,512.95
3/31/2006	\$ 80.00	March Overweight	\$ 625,592.95
4/30/2006	\$ 380.00	April Overweight	\$ 625,972.95
4/30/2006	\$ 20.00	April Vehicle Stickers	\$ 625,992.95
5/31/2006	\$ 752.52	May Road & Bridge	\$ 626,745.47
5/31/2006	\$ 42,662.00	May Vehicle Stickers	\$ 669,407.47
5/31/2006	\$ 50.00	May Overweight	\$ 669,457.47
6/30/2006	\$ 2,330.34	June Road & Bridge	\$ 671,787.81
6/30/2006	\$ 50.00	June Overweight	\$ 671,837.81
6/30/2006	\$ 15,677.50	June Vehicle Stickers	\$ 687,515.31
7/31/2006	\$ 900.00	July Late Fees	\$ 688,415.31
7/31/2006	\$ 1,147.50	July Vehicle Stickers	\$ 689,562.81
7/31/2006	\$ 200.00	July Overweight	\$ 689,762.81
7/31/2006	\$ 536.92	July Road & Bridge	\$ 690,299.73
8/31/2006	\$ 101.61	August Road & Bridge	\$ 690,401.34
8/31/2006	\$ 1,732.00	August Vehicle Stickers	\$ 692,133.34
8/31/2006	\$ 1,295.00	August Late Fees	\$ 693,428.34
9/30/2006	\$ 3,160.98	September Road & Bridge	\$ 696,589.32
9/30/2006	\$ 2,154.00	September Vehicle Stickers	\$ 698,743.32
9/30/2006	\$ 2,236.00	September Late Fees	\$ 700,979.32
10/31/2006	\$ 447.00	September Vehicle Stickers	\$ 701,426.32
10/31/2006	\$ 290.00	September Overweight	\$ 701,716.32
10/31/2006	\$ 106.23	October Road & Bridge	\$ 701,822.55
11/30/2006	\$ 112.68	November Road & Bridge	\$ 701,935.23

ROAD IMPROVEMENT FUND BALANCE SHEET

Date	Deposit	Received From	Balance
11/30/2006	\$ 301.00	November Vehicle Stickers	\$ 702,236.23
11/30/2006	\$ 150.00	November Late Fees	\$ 702,386.23
12/31/2006	\$ 163.50	December Vehicle Stickers	\$ 702,549.73
12/31/2006	\$ 100.00	December Overweight	\$ 702,649.73
1/31/2007	\$ 213.50	January Vehicle Stickers	\$ 702,863.23
1/31/2007	\$ 1,120.00	January Overweight	\$ 703,983.23
2/28/2007	\$ 30.50	February Vehicle Stickers	\$ 704,013.73
2/28/2007	\$ 80.00	February Overweight	\$ 704,093.73
3/31/2007	\$ 560.00	March Overweight	\$ 704,653.73
3/31/2007	\$ 53.50	March Vehicle Stickers	\$ 704,707.23
4/30/2007	\$ 730.00	April Overweight	\$ 705,437.23
4/30/2007	\$ 2,400.77	FY-07 Kane Co. Overweight	\$ 707,838.00
5/31/2007	\$ 407.34	May Road & Bridge	\$ 708,245.34
5/31/2007	\$ 38,562.00	May Vehicle Stickers	\$ 746,807.34
5/31/2007	\$ 50.00	May Overweight	\$ 746,857.34
6/30/2007	\$ 1,654.21	June Road & Bridge	\$ 748,511.55
6/30/2007	\$ 22,401.00	June Vehicle Stickers	\$ 770,912.55
7/31/2007	\$ 44.79	July Road & Bridge	\$ 770,957.34
7/31/2007	\$ 4,915.50	July Vehicle Stickers	\$ 775,872.84
8/31/2007	\$ 678.00	August Vehicle Stickers	\$ 776,550.84
8/31/2007	\$ 368.12	August Road & Bridge	\$ 776,918.96
9/30/2007	\$ 1,472.84	September Road & Bridge	\$ 778,391.80
9/30/2007	\$ 460.00	September Vehicle Stickers	\$ 778,851.80
10/31/2007	\$ 294.00	October Vehicle Stickers	\$ 779,145.80
10/31/2007	\$ 240.00	October Overweight	\$ 779,385.80
10/31/2007	\$ 106.06	October Road & Bridge	\$ 779,491.86
11/30/2007	\$ 50.00	November Overweight	\$ 779,541.86
11/30/2007	\$ 536.00	November Vehicle Stickers	\$ 780,077.86
11/30/2007	\$ 107.22	November Road & Bridge	\$ 780,185.08
12/31/2007	\$ 112.00	December Vehicle Stickers	\$ 780,297.08
1/31/2008	\$ 204.00	January Vehicle Stickers	\$ 780,501.08
1/31/2008	\$ 196.47	Dundee Township Receipt	\$ 780,697.55
2/29/2008	\$ 83.00	February Vehicle Stickers	\$ 780,780.55
3/31/2008	\$ 40.50	March Vehicle Stickers	\$ 780,821.05
3/31/2008	\$ 50.00	March Overweight	\$ 780,871.05
4/30/2008	\$ 3,202.71	FY-08 Kane Co. Overweight	\$ 784,073.76
4/30/2008	\$ (120,000.00)	School Road	\$ 664,073.76
5/31/2008	\$ 80.00	May Overweight	\$ 664,153.76
5/31/2008	\$ 42,219.00	May Vehicle Stickers	\$ 706,372.76
5/31/2008	\$ 151.31	May Road & Bridge	\$ 706,524.07
6/30/2008	\$ 1,683.51	June Road & Bridge	\$ 708,207.58
6/30/2008	\$ 18,996.00	June Vehicle Stickers	\$ 727,203.58
6/30/2008	\$ 330.00	June Overweight	\$ 727,533.58
7/31/2008	\$ 5,899.00	July Vehicle Stickers	\$ 733,432.58
7/31/2008	\$ 50.00	July Overweight	\$ 733,482.58
7/31/2008	\$ 82.08	July Road & Bridge	\$ 733,564.66

ROAD IMPROVEMENT FUND BALANCE SHEET

Date	Deposit	Received From	Balance
8/31/2008	\$ 111.68	August Road & Bridge	\$ 733,676.34
8/31/2008	\$ 726.00	August Vehicle Stickers	\$ 734,402.34
8/31/2008	\$ 130.00	August Overweight	\$ 734,532.34
9/30/2008	\$ 1,361.81	September Road & Bridge	\$ 735,894.15
9/30/2008	\$ 1,208.00	September Vehicle Stickers	\$ 737,102.15
10/31/2008	\$ 332.78	October Road & Bridge	\$ 737,434.93
10/31/2008	\$ 718.00	October Vehicle Stickers	\$ 738,152.93
10/31/2008	\$ 310.00	October Overweight	\$ 738,462.93
11/30/2008	\$ 238.00	November Vehicle Stickers	\$ 738,700.93
11/30/2008	\$ 80.71	November Road & Bridge	\$ 738,781.64
11/30/2008	\$ 80.00	November Overweight	\$ 738,861.64
12/31/2008	\$ 400.00	December Overweight	\$ 739,261.64
12/31/2008	\$ 156.00	December Vehicle Stickers	\$ 739,417.64
1/31/2009	\$ 300.00	January Overweight	\$ 739,717.64
1/31/2009	\$ 107.00	January Vehicle Stickers	\$ 739,824.64
2/28/2009	\$ 114.00	February Vehicle Stickers	\$ 739,938.64
2/28/2009	\$ 50.00	February Overweight	\$ 739,988.64
3/31/2009	\$ 53.50	March Vehicle Stickers	\$ 740,042.14
4/30/2009	\$ (78,469.37)	FY-09 Additional Salt & Snow Removal	\$ 661,572.77
5/1/2009	\$ (350,000.00)	Hennessy Bridge Work	\$ 311,572.77
5/31/2009	\$ 360.00	May Overweight	\$ 311,932.77
5/31/2009	\$ 169.40	May Road & Bridge	\$ 312,102.17
5/31/2009	\$ 34,485.50	May Vehicle Stickers	\$ 346,587.67
6/30/2009	\$ 230.18	June Road & Bridge	\$ 346,817.85
6/30/2009	\$ 1,371.93	June Road & Bridge	\$ 348,189.78
6/30/2009	\$ 29,733.00	June Vehicle Stickers	\$ 377,922.78
6/30/2009	\$ 50.00	June Overweight	\$ 377,972.78
7/31/2009	\$ 126.84	July Road & Bridge	\$ 378,099.62
7/31/2009	\$ 6,906.50	July Vehicle Stickers	\$ 385,006.12
8/31/2009	\$ 185.10	August Road & Bridge	\$ 385,191.22
8/31/2009	\$ 130.00	August Overweight	\$ 385,321.22
8/31/2009	\$ 804.00	August Vehicle Stickers	\$ 386,125.22
9/30/2009	\$ 1,458.65	Septemr Road & Bridge	\$ 387,583.87
9/30/2009	\$ 430.00	September Overweight	\$ 388,013.87
9/30/2009	\$ 366.00	September Vehicle Stickers	\$ 388,379.87
10/31/2009	\$ 112.68	October Road & Bridge	\$ 388,492.55
10/31/2009	\$ 330.00	October Overweight	\$ 388,822.55
10/31/2009	\$ 410.00	October Vehicle Stickers	\$ 389,232.55
11/30/2009	\$ 140.24	November Road & Bridge	\$ 389,372.79
11/30/2009	\$ 150.00	November Overweight	\$ 389,522.79
11/30/2009	\$ 286.00	November Vehicle Stickers	\$ 389,808.79
12/31/2009	\$ 169.00	December Vehicle Stickers	\$ 389,977.79
12/31/2009	\$ 300.00	December Overweight	\$ 390,277.79
1/31/2009	\$ 124.00	January Vehicle Stickers	\$ 390,401.79
2/28/2010	\$ 99.90	Dundee Township Receipt	\$ 390,501.69
2/28/2010	\$ 50.00	February Overweight	\$ 390,551.69

ROAD IMPROVEMENT FUND BALANCE SHEET

Date	Deposit	Received From	Balance
2/28/2010	\$ 77.00	February Vehicle Stickers	\$ 390,628.69
3/31/2010	\$ 23.50	March Vehicle Stickers	\$ 390,652.19
4/30/2010	\$ 50.00	April Overweight	\$ 390,702.19
5/31/2010	\$ 250.00	May Overweight	\$ 390,952.19
5/31/2010	\$ 32,610.00	May Vehicle Stickers	\$ 423,562.19
5/31/2010	\$ 338.49	May Road & Bridge	\$ 423,900.68
6/30/2010	\$ 32,243.00	June Vehicle Stickers	\$ 456,143.68
6/30/2010	\$ 1,372.76	June Road & Bridge	\$ 457,516.44
7/31/2010	\$ 214.36	July Road & Bridge	\$ 457,730.80
7/31/2010	\$ 5,565.50	July Vehicle Stickers	\$ 463,296.30
8/31/2010	\$ 462.50	August Vehicle Stickers	\$ 463,758.80
8/31/2010	\$ 224.75	August Road & Bridge	\$ 463,983.55
8/31/2010	\$ 410.00	August Overweight	\$ 464,393.55
9/30/2010	\$ 308.00	September Vehicle Stickers	\$ 464,701.55
9/30/2010	\$ 380.00	September Overweight	\$ 465,081.55
9/30/2010	\$ 1,182.60	September Road & Bridge	\$ 466,264.15
10/31/2010	\$ 588.58	October Road & Bridge	\$ 466,852.73
10/31/2010	\$ 260.00	October Overweight	\$ 467,112.73
10/31/2010	\$ 348.00	October Vehicle Stickers	\$ 467,460.73
11/30/2010	\$ 140.61	November Road & Bridge	\$ 467,601.34
11/30/2010	\$ 130.00	November Overweight	\$ 467,731.34
11/30/2010	\$ 71.50	November Vehicle Stickers	\$ 467,802.84
12/15/2010	\$ 1.42	December Road & Bridge	\$ 467,804.26
12/31/2010	\$ 97.00	December Vehicle Stickers	\$ 467,901.26
12/31/2010	\$ 300.00	December Overweight	\$ 468,201.26
1/31/2010	\$ 50.00	January Overweight	\$ 468,251.26
1/31/2010	\$ 73.50	January Vehicle Stickers	\$ 468,324.76
2/28/2011	\$ 32.00	February Vehicle Stickers	\$ 468,356.76
3/31/2011	\$ 210.00	March Overweight	\$ 468,566.76
4/30/2011	\$ (10,000.00)	Road Study Program	\$ 458,566.76
4/30/2011	\$ 80.00	April Overweight	\$ 458,646.76

3C

VILLAGE OF GILBERTS

KANE COUNTY

STATE OF ILLINOIS

ORDINANCE NUMBER 10-2011

An Ordinance Adopting an Identity Protection Policy

**ADOPTED BY THE
PRESIDENT AND BOARD OF TRUSTEES
OF THE
VILLAGE OF GILBERTS
KANE COUNTY
STATE OF ILLINOIS**

_____ 2011

**Published in pamphlet form by authority of the President and Board of Trustees of
the Village of Gilberts, Kane County, Illinois this _____ day of _____, 2011.**

An Ordinance Adopting an Identity Protection Policy

WHEREAS, The Illinois Municipal Code, section ILCS 179/1 requires municipalities to adopt a written Identity Protection Policy prior to June 1, 2011; and

WHEREAS, The Village of Gilberts desires to adopt a written Identity Protection Policy to establish rules and procedures to detect, prevent, and mitigate identity theft as described in this Ordinance; and

THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF GILBERTS, ILLINOIS, as follows:

Section 1. Recitals. The recitals set forth above are hereby incorporated into and made a part hereof as set forth in Section 1.

Section 2. Adoption of Program. The "Identity Protection Policy", attached hereto and made part hereof as Exhibit A, establishing rules and procedures to detect, prevent, and mitigate identity theft ("policy and procedures") is hereby approved and adopted.

Section 3. Severability. In the event a court of competent jurisdiction finds this ordinance or any provision hereof to be invalid or unenforceable as applied, such finding shall not affect the validity of the remaining provisions of this ordinance and the application thereof to the greatest extent permitted by law.

Section 4. Repeal and Saving Clause. All ordinances or parts of ordinances in conflict herewith are hereby repealed; provided, however, that nothing herein contained shall affect any rights, actions, or cause of action which shall have accrued to the Village of Gilberts prior to the effective date of this ordinance.

Section 5. Effective Date. This Ordinance shall be in full force and effect after its approval in the manner provided by law.

Passed this _____ day of _____, 2011 by roll call vote as follows:

	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>	<u>Abstain</u>
Trustee Everett Clark	_____	_____	_____	_____
Trustee Dan Corbett	_____	_____	_____	_____
Trustee Nancy Farrell	_____	_____	_____	_____
Trustee Louis Hacker	_____	_____	_____	_____
Trustee Patricia Mierisch	_____	_____	_____	_____
Trustee Guy Zambetti	_____	_____	_____	_____
President Rick Zirk	_____	_____	_____	_____

APPROVED THIS _____ DAY OF _____, 2011

Village President, Rick Zirk

(SEAL)

ATTEST: _____

Village Clerk, Debra Meadows

Published: _____

VILLAGE OF GILBERTS IDENTITY PROTECTION POLICY

This policy is adopted pursuant to the Identity Protection Act (5 ILCS 179/1 *et seq.*) to protect social security numbers from unauthorized disclosure.

PROHIBITED ACTS. No Village employee may do any of the following:

- (1) Publicly post or publicly display or otherwise intentionally communicate or otherwise intentionally make available to the general public in any manner an individual's social security number.
- (2) Print an individual's social security number on any card required for the individual to access products or services provided by the Village.
- (3) Require an individual to transmit his or her social security number over the Internet, unless the connection is secure or the social security number is encrypted.
- (4) Print an individual's social security number on any materials that are mailed to the individual, through the U.S. Postal Service, any private mail service, electronic mail, or any similar method of delivery, unless state or federal law requires the social security number to be on the document to be mailed. Notwithstanding any provision in this section to the contrary, social security numbers may be included in applications and forms sent by mail, including, but not limited to, any material mailed in connection with the administration of the Unemployment Insurance Act, any material mailed in connection with any tax administered by the Illinois Department of Revenue, and documents sent as part of an application or enrollment process or to establish, amend, or terminate an account, contract, or policy or to confirm the accuracy of the social security number. A social security number that may permissibly be mailed under this section may not be printed, in whole or in part, on a postcard or other mailer that does not require an envelope or be visible on an envelope without the envelope's having been opened.
- (5) Collect, use, or disclose a social security number from an individual, unless:
 - (i) required to do so under state or federal law, rules, or regulations, or the collection, use, or disclosure of the social security number is otherwise necessary for the performance of that agency's duties and responsibilities;
 - (ii) the need and purpose for the social security number is documented before collection of the social security number; and
 - (iii) the social security number collected is relevant to the documented need and purpose.
- (6) Require an individual to use his or her social security number to access an Internet website.
- (7) Use the social security number for any purpose other than the purpose for which it was collected.

- (8) Encode or embed a social security number in or on a card or document, including, but not limited to, using a bar code, chip, magnetic strip, RFID technology, or other technology, in place of removing the social security number as required by this policy.

EXCLUSIONS FROM PROHIBITIONS. The above-listed prohibitions do not apply in the following circumstances:

- (1) The disclosure of social security numbers to agents, employees, contractors, or subcontractors of a governmental entity or disclosure by a governmental entity to another governmental entity or its agents, employees, contractors, or subcontractors if disclosure is necessary in order for the entity to perform its duties and responsibilities; and, if disclosing to a contractor or subcontractor, prior to such disclosure, the governmental entity must first receive from the contractor or subcontractor a copy of the contractor's or subcontractor's policy that sets forth how the requirements imposed under the Identity Protection Act on a governmental entity to protect an individual's social security number will be achieved.
- (2) The disclosure of social security numbers pursuant to a court order, warrant, or subpoena.
- (3) The collection, use, or disclosure of social security numbers in order to ensure the safety of: state and local government employees; persons committed to correctional facilities, local jails, and other law enforcement facilities or retention centers; wards of the State; and all persons working in or visiting a state or local government agency facility.
- (4) The collection, use, or disclosure of social security numbers for internal verification or administrative purposes.
- (5) The disclosure of social security numbers by a state agency to any entity for the collection of delinquent child support or of any state debt or to a governmental agency to assist with an investigation or the prevention of fraud.
- (6) The collection or use of social security numbers to investigate or prevent fraud, to conduct background checks, to collect a debt, to obtain a credit report from a consumer reporting agency under the federal Fair Credit Reporting Act, to undertake any permissible purpose that is enumerated under the federal Gramm Leach Bliley Act, or to locate a missing person, a lost relative, or a person who is due a benefit, such as a pension benefit or an unclaimed property benefit,

FREEDOM OF INFORMATION ACT REQUESTS. Consistent with the Illinois Freedom of Information Act, Village employees must redact social security numbers from information or documents being supplied to the public pursuant to a Freedom of Information Act request before allowing the public inspection or copying of the information or documents.

APPLICABILITY. This policy does not apply to the collection, use, or disclosure of a social security number as required by state or federal law, rule, or regulation. This policy does not apply to documents that are recorded with a county recorder or required to be open to the public under any state or federal law, rule, or regulation, applicable case law, Supreme Court Rule, or the Constitution of the State of Illinois.

If a federal law takes effect requiring any federal agency to establish a national unique patient health identifier program, any Village employee that complies with the federal law shall be deemed to be in compliance with this policy.

IDENTITY PROTECTION PROCEDURES. All Village employees having access to social security numbers in the course of performing their duties shall be trained to protect the confidentiality of social security numbers. The training shall include instructions on the proper handling of information that contains social security numbers from the time of collection through the destruction of the information.

Only Village employees who are required to use or handle information or documents that contain social security numbers have access to such information or documents.

Social security numbers requested from an individual shall be provided in a manner that makes the social security number easily redacted if required to be released as part of a public records request.

When collecting a social security number, or upon request by the individual, a statement of the purpose or purposes for which the Village is collecting and using the social security number shall be provided to the individual.

DISTRIBUTION OF POLICY. A written copy of this policy has been provided to the Village's elected officials.

Each current Village employee shall be provided and shall acknowledge receipt of a copy of this policy. Each employee hereinafter hired by the Village shall be provided and shall acknowledge receipt of a copy of this policy upon commencing his or her employment. A copy of this policy shall be made available to any member of the public, upon request. If the Village Board amends this policy, the Village shall file a written copy of the amended policy with the Village Administrator, shall also advise all Village employees of the existence of the amended policy and make a copy of the amended policy available to each of its employees. The acknowledged copy of this policy shall be filed and maintained in each Village employee's personnel file.

This policy is effective _____, 2011.

ACKNOWLEDGMENT BY EMPLOYEE

I received a copy of this Identity Protection Policy this _____ day of _____ 2011.

Name of Employee:

Signature

**Attachment
A**

What does the Village of Gilberts do with your Social Security Number?
Statement of Purpose for Collection of Social Security Numbers
Identity-Protection Policy

The Identity Protection Act, 5 ILCS 179/1 *et seq.*, requires each local and State government agency to draft, approve, and implement an Identity-Protection Policy that includes a statement of the purpose or purposes for which the agency is collecting and using an individual's Social Security number (SSN). This statement of purpose is being provided to you because you have been asked by the Village of Gilberts to provide your SSN or because you requested a copy of this statement.

Why do we collect your Social Security number?

You are being asked for your SSN for one or more of the following reasons:

- Complaint mediation or investigation;
- Crime victim compensation;
- Vendor services, such as executing contracts and/or billing;
- Law enforcement investigation;
- Child support collection;
- Internal verification;
- Administrative services; and/or
- Other: _____

What do we do with your Social Security number?

- We will only use your SSN for the purpose for which it was collected.
- We will not:
 - Sell, lease, loan, trade, or rent your SSN to a third party for any purpose;
 - Publicly post or publicly display your SSN;
 - Print your SSN on any card required for you to access our services;
 - Require you to transmit your SSN over the Internet, unless the connection is secure or your SSN is encrypted; or
 - Print your SSN on any materials that are mailed to you, unless State or Federal law requires that number to be on documents mailed to you, or unless we are confirming the accuracy of your SSN.

Questions or Complaints about this Statement of Purpose

Contact:

Village Clerk, Debra Meadows

Village of Gilberts

87 Galligan Road, Gilberts IL 60136

Phone Number: 847-428-2861

3D

VILLAGE OF GILBERTS

KANE COUNTY

STATE OF ILLINOIS

ORDINANCE NUMBER ____-2011

An Ordinance Amending the Village of Gilberts' Code Section 14 Concerning Fees

**ADOPTED BY THE
PRESIDENT AND BOARD OF TRUSTEES
OF THE
VILLAGE OF GILBERTS
KANE COUNTY
STATE OF ILLINOIS**

May____, 2011

**Published in pamphlet form by authority of the President and Board of Trustees of
the Village of Gilberts, Kane County, Illinois this ____ day of _____, 2011.**

AN ORDINANCE AMENDING THE VILLAGE OF GILBERTS' CODE SECTION 14 CONCERNING FEES

WHEREAS, from time to time the Village Board of Trustees of the Village of Gilberts reviews its Ordinances to determine if they are up to date to meet the changing conditions in the Village; and

WHEREAS, the Village Board of Trustees of the Village have determined that it is in the best interest of the welfare and safety of its citizens to amend section 14 concerning fees for refuse collection and disposal, as set forth in this Ordinance; and

WHEREAS, the President and Board of Trustees have determined that some of the fees and charges need to be modified and, in some cases, new fees and charges implemented in order to reflect the recent Board approval of a new residential refuse collection agreement; and

WHEREAS, the President and Board of Trustees have determined that this Ordinance would serve and be in the best interest of the Village of Gilberts; and

THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF GILBERTS, ILLINOIS, as follows:

Section 1. Recitals. The recitals set forth above are hereby incorporated into and made a part of this Ordinance as though set forth in this Section 1.

Section 2. Amendment. Subsection 14.25.1, entitled "Residential Refuse Collection and Disposal User Fee," of Section 14.25, entitled "Refuse Collection and Disposal," shall be amended to add two new paragraphs, 14.25.1.1 and 14.25.1.2, as follows (additions are identified as underlined and deletions are identified by strikethrough):

14.25.1 Residential Refuse Collection and Disposal User Fee. Pursuant to Section 8.7.1.4 of this code, a monthly user fee shall be imposed on all residential households, invoiced and payable on a bimonthly basis, in the amount set forth in the following schedule:

Effective May 1, 2011:	Per household monthly user fee of \$23.00
Effective May 1, 2012:	Per household monthly user fee of \$24.00
Effective May 1, 2013:	Per household monthly user fee of \$24.00
Effective May 1, 2014:	Per household monthly user fee of \$25.00
Effective May 1, 2015:	Per household monthly user fee of \$26.00

14.25.1.1 Senior Discount: The residential refuse collection and disposal user fee may be discounted by ten percent (10%) for any household where the head of the household is 65 years of age or older and /or disabled.

Any eligible household may register with the Village of Gilberts upon providing proof of the head of household's age and/or disability. The Senior Discount shall then be applied to the next and subsequent billing cycles.

14.25.1.2 Late payment fee: 10% of outstanding bill amount

Section 4. Severability. In the event a court of competent jurisdiction finds this Ordinance or any provision hereof to be invalid or unenforceable as applied, such finding shall not affect the validity of the remaining provisions of this Ordinance and the application thereof to the greatest extent permitted by law.

Section 5. Repeal and Savings Clause. All ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed; provided, however, that nothing herein contained shall affect any rights, actions, or causes of action which shall have accrued to the Village of Gilberts prior to the effective date of this Ordinance.

Section 6. Effective Date. This Ordinance shall be in full force and effect from and after its approval in the manner provided by law.

PASSED BY ROLL CALL VOTE OF THE BOARD OF TRUSTEES of the Village of Gilberts, Kane County, Illinois, this ____ day of _____, 2011.

	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>	<u>Abstain</u>
Trustee Everett Clark	_____	_____	_____	_____
Trustee Dan Corbett	_____	_____	_____	_____
Trustee Nancy Farrell	_____	_____	_____	_____
Trustee Louis Hacker	_____	_____	_____	_____
Trustee Patricia Mierisch	_____	_____	_____	_____
Trustee Guy Zambetti	_____	_____	_____	_____
President Rick Zirk	_____	_____	_____	_____

APPROVED this _____ day of _____, 2011

(SEAL)

Village President Rick Zirk

ATTEST: _____
Village Clerk, Debra Meadows

Published: _____

3E

DRAFT

Ordinance No. 12-2011

AN ORDINANCE AFFIRMING THE FINDINGS OF THE ZONING BOARD OF APPEALS TO DENY VARIANCES FROM ZONING ORDINANCE SECTION 3.3 "ACCESSORY USE AND STRUCTURE REGULATIONS," SECTION 5.5 "ACCESSORY USES" AND SECTION 5.6 "SITE AND STRUCTURE PROVISIONS" FOR PROPERTY LOCATED AT 15 N 288 TYRRELL ROAD

WHEREAS, Maria Ramos and Jesus Alvarado have filed for variances from 3.3 "Accessory Use and Structure Regulations," Section 5.5 "Accessory Uses" and Section 5.6 "Site and Structure Provisions" of the Gilberts Zoning Code to allow an existing nonconforming structure as a guest house after the construction of a new primary residence on property zoned A-1 Agricultural located at 15 N 288 Tyrrell Road; and,

WHEREAS, the Gilberts Zoning Board of Appeals held a public hearing and reviewed the request on March 23, 2011, and citing inadequate findings in support of the requests, voted 4-1 to recommend denial of the requested variances; now,

THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES of the Village of Gilberts, Kane County, Illinois as follows:

Section 1. That Village Board of Trustees affirms the findings of the Zoning Board of Appeals and does not grant variances from Section 3.3 "Accessory Use and Structure Regulations," Section 5.5 "Accessory Uses" and Section 5.6 "Site and Structure Provisions" of the Gilberts Zoning Code.

Section 2. That all provisions of the Village of Gilberts Zoning Ordinance shall remain in full force and effect, and this Ordinance shall take effect upon its passage and approval according to law.

Section 3. Severability. In the event a court of competent jurisdiction finds this Ordinance or any provision hereof to be invalid or unenforceable as applied, such finding shall not affect the validity of the remaining provisions of this Ordinance and the application thereof to the greatest extent permitted by law.

Section 4. Repeal and Savings Clause. All ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed; provided, however, that nothing herein contained shall affect any rights, actions, or causes of action which shall have accrued to the Village of Gilberts prior to the effective date of this Ordinance.

PASSED BY ROLL CALL VOTE OF THE BOARD OF TRUSTEES of the Village of Gilberts, Kane County, Illinois, this ____ day of _____, 2011.

DRAFT

	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>	<u>Abstain</u>
Trustee Everett Clark	_____	_____	_____	_____
Trustee Dan Corbett	_____	_____	_____	_____
Trustee Nancy Farrell	_____	_____	_____	_____
Trustee Louis Hacker	_____	_____	_____	_____
Trustee Patricia Mierisch	_____	_____	_____	_____
Trustee Guy Zambetti	_____	_____	_____	_____
President Rick Zirk	_____	_____	_____	_____

APPROVED this _____ day of _____, 2011

(SEAL)

Village President Rick Zirk

ATTEST: _____
Village Clerk, Debra Meadows

Published: _____

Ray Keller

From: Richard Heimberg [RHeimberg@bradylaw.com]
Sent: Thursday, May 05, 2011 10:58 AM
To: Ray Keller
Cc: teresa@ramostax.com
Subject: Fwd: 15N288 Tyrrell Road

>Mr. Keller: per your request, the following summarizes the request of
>Maria T. Ramos and Jesus Alvarado ("Owners") regarding the subject property.

>
>The Owners acquired the property in a "short sale" transaction in
>August, 2010. The property consists of 5 acres and an 837 sq. ft.
>residence. The residence needs a significant amount of rehab work in
>order to be habitable.

>
>The Owners' plan is to eventually construct a new residence on the
>property and leave the existing residence as a "guest house", but in
>the meantime to rehab the existing residence and use it as a second
>home for their family.

>They have requested two variances from the Gilberts Zoning Ordinance
>provisions applicable to guest houses, namely: (1) the ordinance
>requires that a guest house not contain in excess of 800 sq. ft.
>(the existing residence is 837 sq. ft.) and (2) the ordinance defines a
>guest house as having no kitchen.

>
>The variances requested would become effective upon issuance of an
>occupancy permit for the anticipated new residence.

>
>The variances are being requested at this time so that the Owners are
>able to formalize in advance their final plan for the property.

>
>The Owners indicate that they would be willing to dismantle the kitchen
>if the Village Board is willing to grant the variance for the extra 37
>sq. ft. only if the kitchen is removed, but their preference is to
>allow the existing structure to remain after it is rehabbed in order to
>save the costs they will incur in the kitchen portion of the rehab
>project.

>
>Please feel free to contact me if you have any questions.

>
>We look forward to meeting with the Village Board at its May 10
>Committee of the Whole meeting to discuss this matter.

>
>Bud Heimberg

>
>Richard Heimberg
>Brady & Jensen, LLP
>2425 Royal Boulevard
>Elgin, Illinois 60123
>847-695-2000 main line
>847-289-3370 direct line
>847-695-3243 fax
>rheimberg@bradylaw.com

> *
> *****
> *****
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> otherwise, is not intended or written to be used, and cannot be used,
> for the purposes of (i) avoiding penalties under the Internal Revenue
> Code or (ii) promoting, marketing or recommending to another party any
> transaction or matter herein.
> _____
> _____
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Richard Heimberg
Brady & Jensen, LLP
2425 Royal Boulevard
Elgin, Illinois 60123
847-695-2000 main line
847-289-3370 direct line
847-695-3243 fax
rheimberg@bradylaw.com

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**Zoning Board of Appeals
87 Galligan Road
Gilberts, IL 60136
March 23, 2011
7:00 p.m.**

NOT APPROVED MINUTES

Call To Order/Pledge of Allegiance

Chairman Linden called the meeting to order at 7:01 p.m. and proceeded to lead those present in the pledge of allegiance.

Roll Call

Present were Chairman Linden and Members Glasshof, Glaze, Hemmings and Tebell. Absent were Members Carlsen and Swanson.

Approval of Minutes

A motion was made by Member Glaze and seconded by Member Tebell to approve the minutes of December 3, 2008. Vote: Roll call: 5-ayes (Chairperson Linden, Members Glasshof, Glaze, Hemmings, and Tebell), 0-nay, 0-abstain. Motion carried.

New Business

Public Hearing: Case #ZBA 01-2011 Variance from Village Code and Village Zoning Ordinance on a petition by J.S.R. Properties Inc. for a variance from Section 3.3 "Accessory Use and Structure Regulations," Section 9.5 "Accessory Uses" and Section 9.7 "District Standards" for property zoned I-1 Industrial located on Lot 49 of the Riemer Centre Industrial Subdivision

A motion was made by Member Hemmings and seconded by Member Glaze to open the public hearing. Vote: Roll call: 5-ayes (Chairperson Linden, Members Glasshof, Glaze, Hemmings, and Tebell), 0-nay, 0-abstain. Motion carried.

Administrator Keller gave a brief explanation of the variance that J.S.R. Properties Inc. was asking for. An eighth condition of approval was suggested by George Kanagin from Phoenix and Associates. Mr. Kanagin noted that Mr. Riemer is behind in the amount of detention he should be providing. He recommends that updated engineering plans be submitted to the Village within six months.

When member Tebell asked why it is recommended that the Village grant the variance for five years. The response was that it is believed to be a reasonable timeframe, and Mr. Riemer hopes the economy will turn around by then.

Member Hemmings asked whether Mr. Riemer will be laying more gravel on the roadways. She stated that half of the surface is dirt. Administrator Keller stated that the surface will stay the same.

Member Glasshof believes that 5 years is a long time to grant the variance. Member Tebell suggested that the variance be granted for two years.

Resident Dan Baird of 571 Running Deer Lane believes that five years is too long of a time frame to grant the variance. He asked if the variance eliminates the fines that Mr. Riemer has accumulated. The response was yes. Mr. Baird added that the property is being used for storing

Zoning Board of Appeals
March 23, 2011
Page 2

vehicles. He feels that it is in the best interest of the Village to review it yearly. Although he has seen major improvement in the property, the overgrowth of weeds is still present. Mr. Baird feels that Mr. Riemer can maintain the property better than he currently does.

Member Glaze noted that the burn is being maintained.

Administrator Keller stated that the Village hasn't applied standards of mowing to undeveloped non residential areas.

Member Glasshof stated that she feels the petition should be reviewed yearly, and the property is unsightly, especially from the toll way.

A motion was made by Member Glasshof and seconded by Member Glaze to close the public hearing. Vote: Roll call: 5-ayes (Chairperson Linden, Members Glasshof, Glaze, Hemmings, and Tebell), 0-nay, 0-abstain. Motion carried.

A motion was made by Chairman Linden and seconded by Member Glaze to recommend to the Village Board approval of a variance from Section 3.3 "Accessory Use and Structure Regulations," Section 9.5 "Accessory Uses" and Section 9.7 "District Standards" for property zoned I-1 Industrial located on Lot 49 of the Riemer Centre Industrial Subdivision subject to the list of eight (8) recommendations in the Staff Report dated January 25 with the following conditions: the variance will expire in one (1) year, instead of in five (5) years, maintenance and upkeep of the property will be met (mowing and all equipment will be contained.) Vote: Roll call: 5-ayes (Chairperson Linden, Members Glasshof, Glaze, Hemmings, and Tebell), 0-nay, 0-abstain. Motion carried.

Public Hearing: Case #ZBA 02-2011 Variance from Village Code and Village Zoning Ordinance on a petition by Maria Ramos and Jesus Alvarado for a variance from Section 3.3 "Accessory Use and Structure Regulations," Section 5.5 "Accessory Uses and Section 5.6 "Site and Structure Provisions" for property zoned A-1 Agricultural located at 15 N 288 Tyrrell Road

A motion was made by Member Glaze and seconded by Member Hemmings to open the public hearing. Vote: Roll call: 5-ayes (Chairperson Linden, Members Glasshof, Glaze, Hemmings, and Tebell), 0-nay, 0-abstain. Motion carried.

Resident Dean Stegemeier of 712 Tipperary Street distributed photos to the ZBA members. He stated that his property is adjacent to the petitioners' property. He informed the members that there are numerous vehicles parked on the property and construction materials lying out. He is concerned that with the addition of another building, the amount of vehicles will increase. He stated that the property is unsightly, and he is concerned there will be a detrimental affect on his property value as well as his neighbors' property. He also stated that he has drainage concerns.

When asked whether Mr. Stegemeier has contacted the Village previously with these concerns, he stated that he believes the Village is aware of the code violations.

- There haven't been any complaints regarding noise violations.

Zoning Board of Appeals
March 23, 2011
Page 3

Mr. Stegemeier added that he believes the owners are warehousing their vehicles and commercial equipment at the property.

Maria Ramos stated that the only traffic that should be going to the property is them. She added that Mr. Alvarado checks on the property every day.

After viewing the photos, she added that Mr. Alvarado's van and truck are parked at the property, and sometimes his car. She added that the vehicles are parked on the gravel because the driveway isn't asphalt.

A conversation continued regarding the vehicles. Mr. Alvarado is an independent contractor. He added that the black vehicle shown in the photos is currently parked outside due to the electricity being off. Once it is on, the vehicle will be parked in the garage. He stated that the SUV is only there when he drives his children to see the property. He stated that he has seen additional tire tracks on their property that do not belong there. They do plan on putting up a gate to keep out the unwanted traffic.

Ms. Ramos stated that they would like to fix up the existing house to Village code. In the future they would like to build a single family house on the lot for their family to live in. They wanted to verify that this existing structure could be used as a guest house before keeping the property.

Member Tebell inquired as to why they wouldn't just build an addition onto the house.

Resident Rich Myers of 408 Hennessey Court stated that since the property is zoned A-1 Agriculture it might be to the advantage of the owners to add onto the house. In addition, he stated his concern of additional traffic and noise with the two buildings.

The existing building is grandfathered in, but the Chief Building Inspector recommends that the owners check the well water to make sure it is safe to drink. The new residence would have to connect to public water. The existing house is currently uninhabitable. Chief Building Inspector Swedberg went through the property and identified a list of things that have to be repaired or completed in order for the property to be in compliance.

Member Tebell asked what the guest house would be used for. Ms. Ramos responded that the majority of the time it will be empty. Their parents may come for a couple of months in the summer. They do not have any intentions to have someone living there all of the time.

A variance would allow the property owners to build another structure on the property. Otherwise, they would have to petition to rezone to single-family.

If residency is taken in the guest house year round, the owners would be fined and could lose their variance.

In the variance, the property owners are asking to keep the existing kitchen in the existing house. Guest houses aren't allowed to have a kitchen.

Zoning Board of Appeals

March 23, 2011

Page 4

Chairman Linden asked if the parking would be addressed when the renovating would be completed. Currently it is grandfathered, but any driveways built to the new house would have to be paved.

Ms. Ramos stated that they are investing in rehabbing the existing house because they aren't sure if they will be building another house in the future. She stated that the house is solid and it's a waste to demolish it.

Member Glasshof asked if the guest house would be rented out, after the rehab. Ms. Ramos stated that they currently live in Gilberts, and it's not in their plans to rent it out at this time.

A motion was made by Member Tebell and seconded by Member Hemmings to recommend to the Village Board denial of the petition by Maria Ramos and Jesus Alvarado for a variance from Section 3.3 "Accessory Use and Structure Regulations," Section 5.5 "Accessory Uses" and Section 5.6 "Site and Structure Provisions" for property zoned A-1 Agricultural located at 15 N 288 Tyrrell Road. Vote: 4 ayes (Members Glasshof, Glaze, Hemmings, and Tebell), 1-nay (Chairman Linden), 0-abstain. Motion carried.

Old Business

There was nothing to discuss.

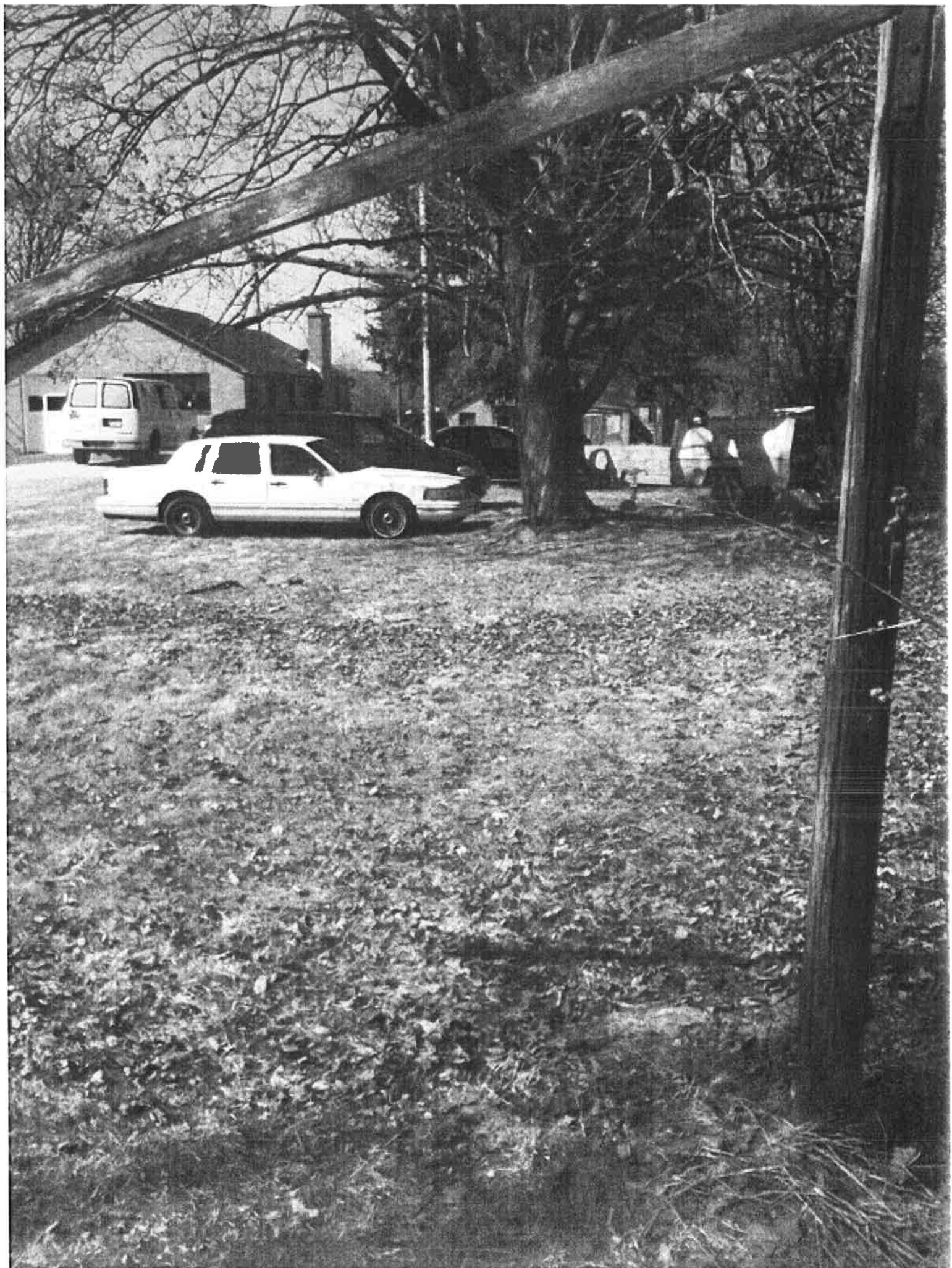
Communications

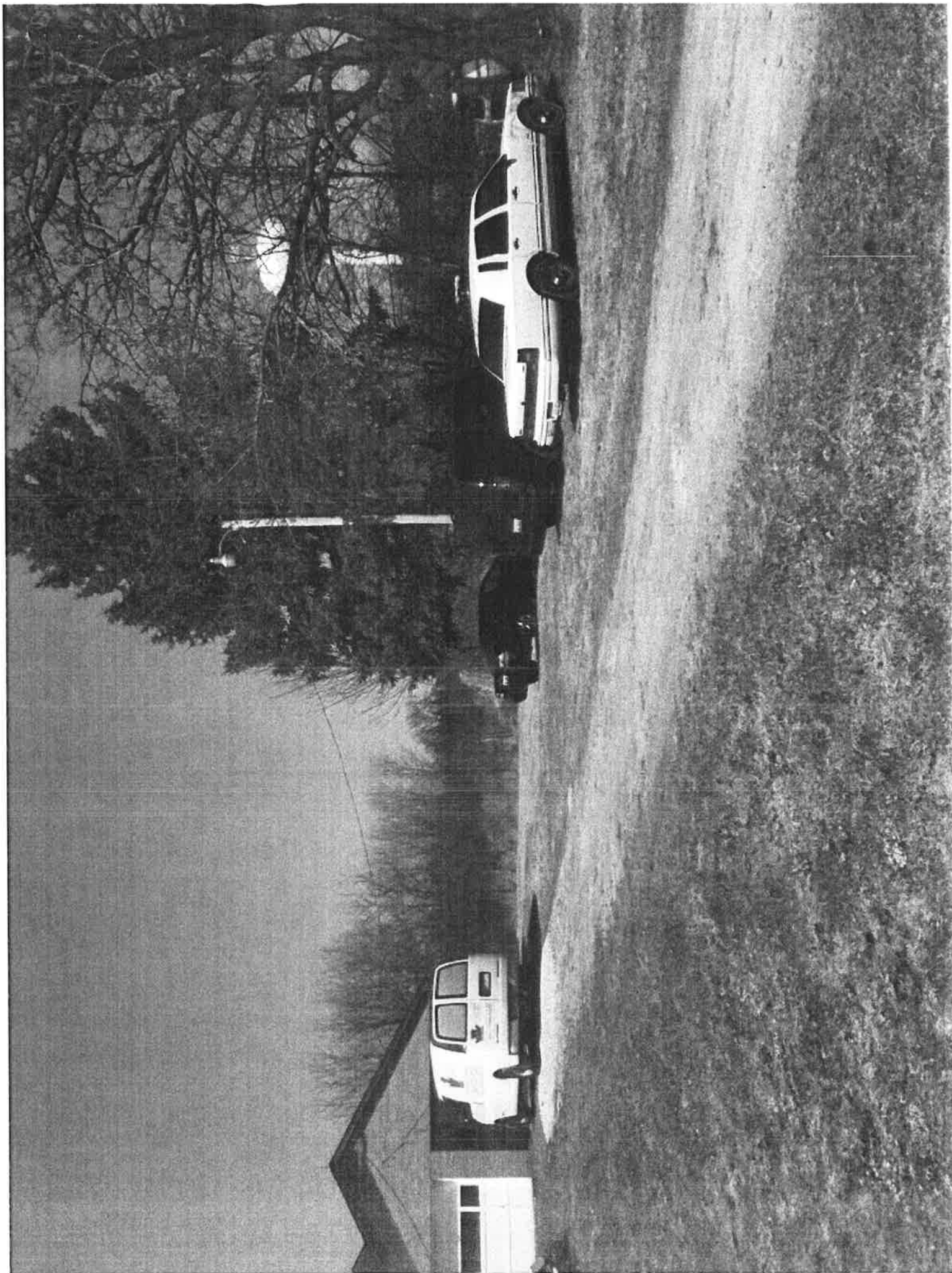
There were no communications at this time.

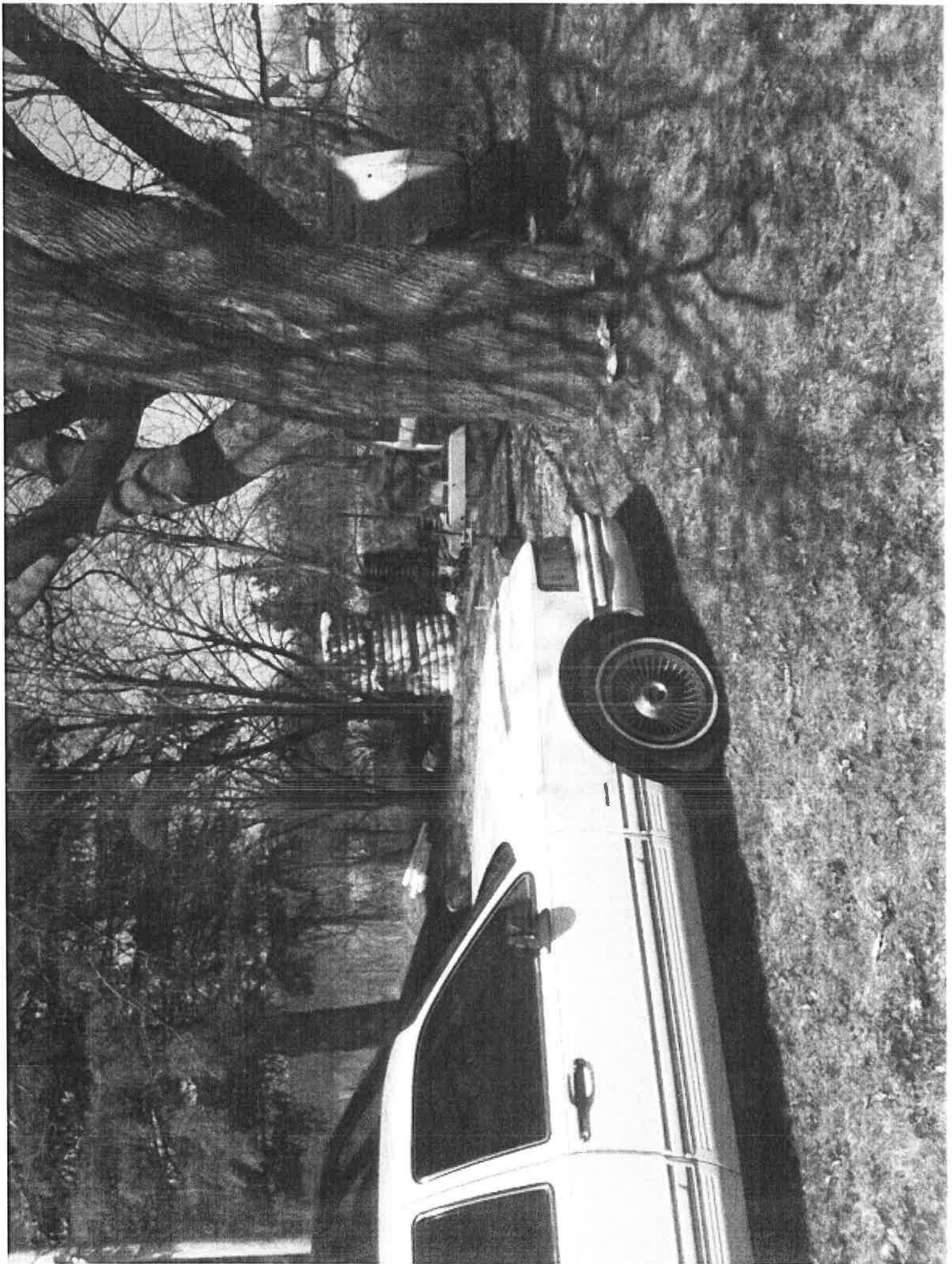
Adjournment

A motion was made by Member Hemmings and seconded by Member Tebell to adjourn the meeting at 7:55 p.m. Vote: Roll call: 5-ayes (Chairperson Linden, Members Glasshof, Glaze, Hemmings, and Tebell), 0-nay, 0-abstain. Motion carried.

Respectively Submitted by
Karen Danca, Recording Secretary







Village of Gilberts

Village Hall
87 Galligan Road, Gilberts, IL 60136
Ph. 847-428-2861 Fax: 847-428-2955
www.villageofgilberts.com

Village of Gilberts Zoning Board of Appeals

Staff Report

TO: William Linden, Chairman
Zoning Board of Appeals

FROM: Ray Keller, Village Administrator

DATE: January 28, 2010

SUBJECT: Zoning Board of Appeals Case Number 2-2011
Variance – 15 N 288 Tyrrell Road

GENERAL INFORMATION:

A. Purpose: Maria Ramos and Jesus Alvarado request a variance from Zoning Ordinance Section 3.3 "Accessory Use and Structure Regulations," Section 5.5 "Accessory Uses" and Section 5.6 "Site and Structure Provisions" to allow an existing nonconforming structure as a guest house after the construction of a new primary residence

B. Location: 15 N 288 Tyrrell Road

C. Lot Size: 5.42 acres

D. Required Lot Size: 15.0 acres for residential uses (nonconforming)

E. Existing Zoning: A-1 Agricultural

F. Existing Land Use: Agricultural/single-family detached house

G. Surrounding Land Uses: North: A-1, fraternal organization (Eagles)
South: A-1, undeveloped
West: R-2/PUD, open space
East: R-2, single-family-detached residential

Petition

On Wednesday, February 2, 2011, the Zoning Board of Appeals will be asked to hear a request by Maria Ramos and Jesus Alvarado for variances from 3.3 "Accessory Use and Structure Regulations," Section 5.5 "Accessory Uses" and Section 5.6 "Site and Structure Provisions" to allow an existing nonconforming structure as a guest house after the construction of a new primary residence at 15 N 288 Tyrrell Road.

Discussion

The petitioners are the owners of the 5.42-acre property located at 15 N 288 Tyrrell Road, south of the Eagles Club and west of the Gilberts Glen subdivision. The property is zoned A-1 Agricultural and has been used as a residence. The property is nonconforming, as it is being used for residential use in the A-1 zoning district but is less than 15 acres in size.

The existing 837-square foot house is a one-bathroom, 2-bedroom ranch with a 2+ car attached garage. The petitioners propose constructing a new house on the property as a principal structure and converting the existing house into a guest house. The Zoning Ordinance permits a "guest house" as an accessory use in the A-1 zoning district, provided that the structure is less than 800 square feet in size and does not have its own kitchen. Typically, the construction and use of an accessory structure must follow the construction of an allowed principal use. However, in this case, the accessory structure guest house would precede the construction of the new principal residence.

Three sections of the Zoning Ordinance come into play when considering the applicant's request:

- Section 3.3 requires that an accessory use be "incidental and subordinate" to the principal use of the property; the accessory use follows, and does not precede, the principal use. In this particular case, keeping the existing house would result in the accessory structure preceding the establishment of the principal use (i.e. the new house).
- Section 5.5 "Accessory Uses" permits "guest houses: private, not to exceed 800 square feet in floor area." "Guest house" is defined in the Zoning Ordinance as

living quarters within a detached accessory building, located on the same premises as the principal building, for use by temporary guests of the occupants of the premises. Such quarters shall have no kitchen facilities nor be rented, sold or otherwise used as a separate dwelling.

Variances are required because the existing house, which will become the guest house exceeds the maximum guest house size permitted by the Zoning Ordinance and includes a kitchen. Bringing the existing structure into compliance with the two provisions would be infeasible, as removing 37 square feet of floor area or removing the kitchen without risking the integrity or usefulness of the structure.

- Paragraph 1A of Section 5.6 "Site and Structure Provisions" requires that an A-1 zoned lot be a minimum of 15 acres to allow residential uses. The existing structure is legal

nonconforming (i.e. “grandfathered”), as the property is less than 15 acres in size and the existing structure predates the Village’s Zoning Ordinance. However, if a new structure were to be built, the property would lose its legal nonconforming status and would be required to conform to the Code requirements. As a result, the property couldn’t be used as a residence (or a guest house accessory use) unless a variance was granted allowing the uses on a smaller lot.

Analysis

Under the Illinois Statute (65 ILCS 5/11-13), the Zoning Board of Appeals is charged with evaluating a request for a variance based on whether there are “practical difficulties or particular hardship in the way of carrying out the strict letter” of the applicable regulations.” The Zoning Board’s Findings of Fact are to include evidence to support the following criteria, for which Staff provides the accompanying statements:

1. 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.

The applicants can continue to use the property as a residential use, but its use would be limited to the existing 837 square foot house in its present condition because any changes would jeopardize its nonconforming status. Allowing the variances would permit the applicants to retain and reinvest in the existing structure, which would otherwise be demolished. Any alterations to the existing structure would jeopardize the property’s nonconforming status, which would then effectively deny any future residential use of the property because it is less than 15 acres in size. Constructing a new principal residence on the property would permit the applicants to continue to use the property for a single-family-detached use, though with a new structure. The conversion of the existing structure to a guest house would be considered “adaptive reuse,” allowing the owners to keep and reinvest in the structure instead of demolishing it.

2. The plight of the owner is due to unique circumstances.

While the applicants were responsible for taking ownership of the property, the condition of the existing house and the lot size precede their ownership.

3. The variance, if granted, will not alter the essential character of the locality.

The applicants are attempting to re-purpose an existing residential structure as a guest house. The construction of a new single-family home would continue and not alter the essential residential character of the property. If the variances are granted, the petitioners would also be able to reinvest in the existing structure without the risk of demolishing and/or removing elements of the house. When constructed, the proposed new house would be required to meet all of the setback and size requirements found in the Zoning Ordinance. Allowing the applicants to keep the kitchen or the 37 square feet in excess of the requirements set forth in the Zoning Ordinance will not have any visible impact on the character of the surrounding area.

Recommendation

The petitioners are requesting variances from the Zoning Ordinance to allow them to keep an existing residential structure as a future guest house, while allowing them to build a new single-family-detached structure on property zoned for agricultural use. The variances are required because the proposed guest house (existing house) would come before the principal structure (new house), would be 37 square feet larger than what the Zoning Ordinance permits, and would retain its kitchen.

Granting the requested variances would promote the “adaptive reuse” of the existing house as a guest house. The requested variances would allow the petitioners to reinvest in the older house and prepare for the eventual construction of a new house. By definition, a “guest house” can only be occupied by temporary occupants associated with the owners of the principal house; it cannot be rented, sold or otherwise occupied as a separate facility. Should the Village find that the “guest house” is occupied in some other manner (e.g. rented to another family), the property owners run the risk of losing the variances and the associated rights to maintaining the guest house. The property owners would also be subject to fines should a violation occur.

Staff recommend approval of variances from Section 3.3 “Accessory Use and Structure Regulations,” Section 5.5 “Accessory Uses” and Section 5.6 “Site and Structure Provisions” of the Zoning Ordinance for the property located at 15 N 288 Tyrrell Road and zoned A-1 Agricultural, subject to the following conditions:

1. The existing house may be retained and converted into a “guest house,” as defined by the Zoning Ordinance, as an accessory structure that precedes a new single-family-detached structure as the property’s principal use.
2. The guest house may exceed the 800 square foot maximum size set forth in the Zoning Ordinance and may retain the existing kitchen. The guest house may not be enlarged or modified to increase occupancy or usable floor space without an amendment to the variance ordinance.
3. The guest house shall only be used by temporary guests of the occupants of the principal structure. The guest house shall not be rented, sold or otherwise occupied for pay or profit. The petitioners acknowledge that violation of this requirement may result in fines and/or rescission of the variances allowing the guest house structure and use.

Please contact me at rkeller@villageofgilberts.com or (847) 428-2861 with any questions or requests for supplemental information.

* added condition #4

Village of Gilberts

Village Hall
87 Galligan Road, Gilberts, IL 60136
Ph. 847-428-2861 Fax: 847-428-2955
www.villageofgilberts.com

March 18, 2011

Maria & Jesus Ramos
225 Powderhorn Court
Gilberts, Illinois 60136

Re: Plan Review for 15N288 Tyrrell Road

Dear Ms. & Mr. Ramos,

Please find below the plan review comments for the remodeling of the single family dwelling at 15N288 Tyrrell Road. This review is based on the locally adopted International Residential Code (IRC) 2003, National Electrical Code (NEC) 2002, State of Illinois Plumbing Code, Village Code and the International Energy Conservation Code (IECC) 2009. This single family dwelling is in an A-1 Zoning District.

- 1) If needed call JULIE for underground locations 800-892-0123.
- 2) Provide one (1) exterior portable toilet for the workers for the duration of the job.
- 3) Provide one (1) dumpster of adequate size to contain rubbish and debris from this project. Dumpster shall be emptied at intervals that will keep debris and papers from blowing out.
- 4) Burning of unpainted woods and landscaping materials can only occur on Wednesdays and Sundays. No other burning is allowed.
- 5) Weeds and grasses shall be kept below eight (8") inches in height.
- 6) The well and septic systems shall be evaluated by a reputable well & septic contractor and the Kane County Health Dept should be consulted on viability of both systems.
- 7) Shingle roofing is deteriorated and shall be replaced. Village Code allows two layers only. This is a complete tear off and replacement. This will be permitted with the remodeling permit.
- 8) The house interior is extensively imitated in what appears to look and smell like mold. All drywall should be removed. Insulation should be replaced. Wood framing, cabinets and sub-flooring should be tested and treated for mold where necessary.
- 9) The kitchen wall proposed to be removed shall be checked for structure bearing. If it is a bearing wall, the owner shall not remove it until a suitable method for bearing is approved.

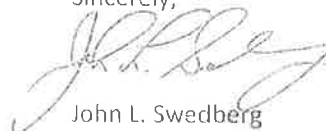
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Public Works Facility
Finance & Building Departments
73 Industrial Drive, Gilberts, IL 60136
Ph. 847-428-4167 Fax: 847-551-3382

Police Department
86 Railroad St., Gilberts, IL 60136
847-428-2954 Fax 847-428-4232

- 10) All exterior walls that the drywall has been removed shall be required to have high density R- 15 insulation.
- 11) All ceilings shall have an R-38 insulation value where possible.
- 12) The fireplace shall be checked by a qualified mechanical or masonry contractor to be approved for service.
- 13) All windows replaced shall have a fenestration U-factor of 0.35. Exterior door shall be insulated and have magnetic seals.
- 14) The electrical system appears to not be properly grounded. The structure is to be re-wired within an EMT conduit raceway and grounded to conform to the NEC 2002.
- 15) The electrical service appears to be a 60 amp service. Electrical service and load panel shall be evaluated for usable service. If an upgrade is warranted, the Village Code requires that a minimum 200 amp service be installed. Additional permit required.
- 16) Outlet receptacles added shall follow the 12' rule in placement. Countertop outlets shall be placed at 24" intervals.
- 17) Provide GFI receptacles in all damp/wet locations, minimum of one in basement near the panel and one in the garage.
- 18) Provide one (1) carbon monoxide detector within 15' of every sleeping room.
- 19) Provide one (1) 120v interconnected smoke detector with battery backup in each sleeping room, within 15' of each sleeping room and on every level of the home.
- 20) All galvanized domestic water line removed shall be replaced with copper/copper alloy pipe Type K or L.
- 21) Hot water heater to be removed and replaced.
- 22) The boiler and hot water system should be completely checked for serviceability. If there is change to this system, it shall comply with the IECC and IRC. New system will require an additional permit.
- 23) Storage of landscaping materials and equipment must be kept on an approved surface. If there is a surface that will be expanded, provide a site plan showing the proposed area and the material to be used. Permits may be required.
- 24) Allow twenty-four (24) hours notice for all inspections.
- 25) Inspections: Demolition; Rough electrical, plumbing and HVAC; Insulation; Final electrical, plumbing and HVAC.

Sincerely,



John L. Swedberg
Chief Building Inspector

File: 15N288 Tyrrell Road

VILLAGE OF GILBERTS

87 Galligan Road
Gilberts, IL. 60136
Telephone: 847-428-2861
Fax: 847-428-2955

APPLICATION FOR A VARIANCE

For Office Use Only

Case. No. _____

Hearing Date: _____

Date Published: _____

Newspaper: _____

.....
NOTICE TO APPLICANT: A variation is a zoning adjustment which permits minor changes in requirements where an individual property is both harshly and uniquely burdened by the strict application of the law. No variation may be granted which would adversely affect surrounding or the general neighborhood.

....A plat of survey of property and a drawing or plan of proposed change drawn to scale must accompany this request along with the application fee (see fee scheduled attached). Deposits for professional fees are required in an amount to be determined by the Village.

Please Print

Name and address of the owner of the property

Maria T. Ramos & Jesus Alvarado
Gilberts, IL

Applicant's Telephone Number: _____

Applicant's Cell Phone Number: _____

Applicant's email address: _____

Applicant's Fax Number: _____

Address of variance: 15 N 288 Tyrell Rd, Elgin, IL 60124

Legal Description (attached to application)

Zoning District: A-1

Present Use: Single Family

Request

Owner/Applicant request a change in (please circle one) Yard, Parking, Height, Lot

If other, please explain:

In the event we build a future single family home, we would like to keep the existing home as a guest house without modifications.
① the existing house is 837 square ft. The code requires less than 800 sq ft.
② We would like to keep the kitchen.

Requirements of Article _____ Section _____ Page _____

Sec. 5.5 "Accessory Uses"

Sec. 5.6 "Site and Structure Provisions"

The following facts are pertinent to the request change:

The reason for keeping the kitchen in the guest house is that we have retired parents that will come to stay a couple of months of the summer with us. We would like for them to have a temporary independent living space that will meet their physical needs.

Conditions and/or hardship which justify changing requirements of Zoning Code (Description in detail).

This property has a unique situation. The current code has a minimum square feet requirement of 1200 sq ft on a single family home. The existing house is 837. Its size does not accommodate our family. For this reason we plan to building a larger principal residence. Demolishing the current home for not meeting code due to being 37 sq ft over would be a significant financial loss.

To the best of my knowledge, the preceding facts are accurate and complete.

(Owner must sign this application)

Signature of

Owner(s)

Muhammad Ramo

Date: 11-9-10

Attest: _____

Applicant:

Muhammad Ramo

Date: 11-9-10

Attest: 11 -

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15 N288 Tyrrell Road

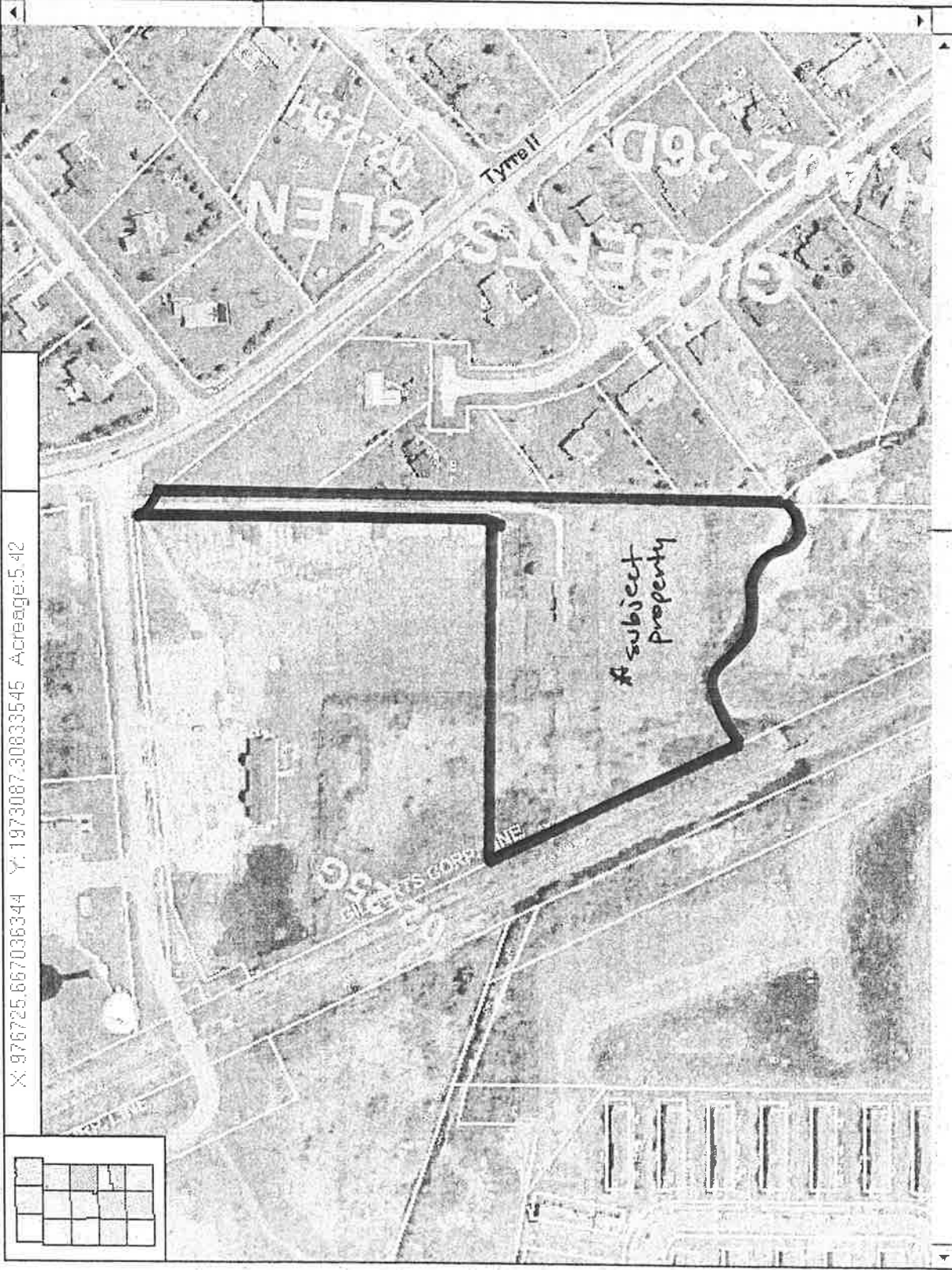
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Parcel Data

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WaterShed	
FEMAIndex	
Floodway	
CrossSections	
100yr	500yr
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Aquifer Sensity	
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LEGAL NOTICE

NOTICE is hereby given that a public hearing will be held before the Village of Gilberts Zoning Board of Appeals at a meeting to be held on Wednesday, February 2, 2011, at 7:00 p.m. at the Gilberts Village Hall, 87 Galligan Road, Gilberts, Illinois, on a petition by Maria Ramos and Jesus Alvarado for a variance from Section 3.3 "Accessory Use and Structure Regulations," Section 5.5 "Accessory Uses" and Section 5.6 "Site and Structure Provisions" of the Zoning Ordinance for zoned A-1 Agricultural.

The property is legally described as THAT PART OF THE WEST HALF OF THE SOUTHEAST QUARTER OF SECTION 25, TOWNSHIP 42 NORTH, RANGE 7 EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHEAST CORNER OF SAID WEST HALF OF THE SOUTHEAST QUARTER; THENCE NORTH 0 DEGREES 00 MINUTES 12 SECONDS EAST ALONG THE EAST LINE OF SAID WEST HALF, 405.43 FEET TO THE MOST NORTHERLY CORNER OF LOT 65 AND THE CENTER LINE OF TYLER CREEK FOR THE POINT OF BEGINNING; THENCE CONTINUING NORTH 0 DEGREES 00 MINUTES 12 SECONDS EAST ALONG SAID EAST LINE 1100.50 FEET TO THE INTERSECTION OF SAID EAST LINE WITH THE NORTHEASTERLY LINE OF LOT 79 IN SAID GILBERTS GLEN; THENCE NORTH 39 DEGREES 30 MINUTES 00 SECONDS WEST 26.10 FEET; THENCE SOUTH 0 DEGREES 00 MINUTES 12 SECONDS WEST ALONG A LINE 30.00 FEET WEST OF AND PARALLEL TO THE EAST LINE OF SAID WEST HALF OF SOUTHEAST QUARTER, A DISTANCE OF 629.35 FEET; THENCE NORTH 89 DEGREES 59 MINUTES 48 SECONDS WEST 564.15 FEET TO THE EASTERLY RIGHT OF WAY OF THE CHICAGO AND NORTHWESTERN RAILWAY COMPANY; THENCE SOUTH 25 DEGREES 44 MINUTES 05 SECONDS EAST ALONG SAID EASTERLY RIGHT OF WAY LINE 437.67 FEET TO THE CENTER LINE OF TYLER CREEK; THENCE NORTH 54 DEGREES 06 MINUTES 13 SECONDS EAST ALONG SAID CENTER LINE, 106.61 FEET; THENCE SOUTH 79 DEGREES 57 MINUTES 27 SECONDS EAST ALONG SAID CENTER LINE 35.72 FEET; THENCE SOUTH 53 DEGREES 45 MINUTES 05 SECONDS EAST ALONG SAID CENTER LINE, 76.71 FEET; THENCE SOUTH 77 DEGREES 35 MINUTES 57 SECONDS EAST ALONG SAID CENTER LINE 105.63 FEET; THENCE SOUTH 33 DEGREES 19 MINUTES 33 SECONDS EAST ALONG SAID CENTER LINE 55.89 FEET; THENCE SOUTH 25 DEGREES 20 MINUTES 05 SECONDS EAST ALONG SAID CENTER LINE, 28.22 FEET; THENCE SOUTH 87 DEGREES 10 MINUTES 30 SECONDS ALONG SAID CENTER LINE, 33.41 FEET TO THE POINT OF BEGINNING, CONTAINING 5.0000 ACRES, IN RUTLAND TOWNSHIP, KANE COUNTY, ILLINOIS. The property is commonly known as 15 N 288 Tyrrell Road.

All interested persons are invited to appear and be heard at the time and place listed above. Interested persons are also encouraged to submit written comments on this proposal to the Village of Gilberts, ATTN: Village Clerk. Further information is available from the Village of Gilberts at (847) 428-2861.

Bill Linden, Chairman
Zoning Board of Appeals
Village of Gilberts

Garage

A building, or portion thereof, designed, used or intended to be used for the parking and storage of motor vehicles.

Glare

The sensation of brightness within the visual field which causes annoyance, discomfort, or loss of visual performance and visibility.

Grade

The mean level of the finished surface of the ground adjacent to the exterior walls of a building or structure.

Guest House

Living quarters within a detached accessory building, located on the same premises as the principal building, for use by temporary guests of the occupants of the premises. Such quarters shall have no kitchen facilities nor be rented, sold, or otherwise used as a separate dwelling.

Health Care Facility

A facility or institution, whether public or private, principally engaged in providing services for health maintenance, diagnosis, or treatment of human disease, pain, injury, deformity, or physical condition, including but not limited to, a general hospital, diagnostic center, treatment center, rehabilitation center, extended care center, nursing home, intermediate care facility, outpatient laboratory or central services facility serving one (1) or more such institutions but excluding institutions that provide healing solely by prayer.

Height of Structure

The vertical distance of a structure, other than a building (for height of buildings, see Building Height), as measured from mean grade level to the highest point of the structure.

Home Occupation

Any activity or accessory use conducted in a dwelling unit for financial gain by a member of the household residing therein, which is clearly incidental and secondary to the use of the dwelling unit for residential purposes.

Homeowners Association

A community association which is organized in a development in which individual owners share common interests.

Hospital

An institution providing primary health service and medical or surgical care to persons suffering from illness, disease, injury, deformity, and other abnormal physical or mental conditions, and including, as an integral part of the institution, related facilities such as laboratories, outpatient facilities, or training facilities.

5.4 TEMPORARY USES

Temporary uses as hereinafter enumerated may be allowed in the A-1 Agriculture District only in accordance with the provisions specified in Article 3, General Provisions, Section 3.4. The following uses constitute the only temporary uses allowed in the A-1 Zoning District:


1. Block Parties and Street Dances
2. Christmas Tree Sales
3. Home and Garage Sales
4. Tent Theatres and Tent Meetings
5. Similar and Compatible Uses

Other uses which are similar and compatible to those allowed as temporary uses in the A-1 Zoning District. Determination of what constitutes similar and compatible shall be made by the Zoning Administrator.

5.5 ACCESSORY USES

Accessory uses as hereinafter enumerated may be allowed in the A-1 Agriculture District only in accordance with the provisions specified in Article 3, General Provisions, Section 3.3. The following uses constitute the only accessory uses allowed in the A-1 Zoning District:

1. Agricultural Buildings and Structures
2. Children's Playhouses
3. Conservatories: Private
4. Fallout Shelters
5. Garages, Carports and Other Parking Facilities
6. Gazebos and Other Similar Structures
7. Greenhouses: Private

 8. Guest Houses: Private, not to exceed eight hundred (800) square feet in floor area.

9. Home Occupations, as regulated in Article 3, General Provisions, Section 3.5.

10. Radio, Radar and Television Antenna Towers and Dishes, as regulated in Article 3, General Provisions, Section 3.5.

11. Swimming Pools and Tennis Courts, as regulated in Article 3,

General Provisions, Section 3.5.

12. Tool Houses, Sheds and Other Similar Buildings

13. Wind Energy Conversion Systems (WECS), as regulated in Article 3, General Provisions, Section 3.5.

14. Similar and Compatible Uses

Other uses which are similar and compatible to those allowed as accessory uses in the A-1 Zoning District. Determination of what constitutes similar and compatible shall be made by the Zoning Administrator.

5.6 SITE AND STRUCTURE PROVISIONS

All uses of structures and land in the A-1 Agriculture District shall conform to the following site and structure provisions:

1. Minimum Area

a. Residential Uses

Each zoning lot shall be a minimum of fifteen (15) acres in area.

b. Non-Residential Uses

No minimum lot area shall be required.

2. Minimum Lot Width

a. Residential Uses

Each zoning lot shall be a minimum of two hundred fifty (250) feet in width.

b. Non-Residential Uses

No minimum lot width shall be required.

3. Maximum Lot Coverage

The maximum lot coverage of all principal and accessory buildings located on a zoning lot shall not exceed five percent (5%) of the total area of the lot.

4. Minimum Dwelling Size

Each single-family dwelling shall contain a minimum of twelve hundred (1200) square feet of livable floor area exclusive of garage or unfinished basement space.

5. Maximum Building Height

a. Residential Uses

No principal building shall exceed thirty-five (35) feet in height.

b. Non-Residential Uses

No principal building shall exceed sixty (60) feet in height.

6. Minimum Yard Requirements

The following minimum yards shall be provided and maintained:

a. Front and Corner Side Yards

(1) Residential Uses

All buildings shall be set back from the front lot line or a side lot

to and commonly associated with a use allowed as a permitted or Special Use within a particular zoning district may be allowed to occupy the same zoning lot as the permitted or Special Use. To qualify as an accessory use, building, or structure permitted in this Section the use, building, or structure shall be operated and maintained under the same ownership and on the same zoning lot as the principal use, building, or structure; it shall not include structures or structural features inconsistent with the principal use, building or structure; and it shall not involve the conduct of any business, profession, or trade unless expressly authorized hereinafter.

3.3-2 Standards

Accessory uses are permitted in any zoning district in connection with any use which is permitted within such district. An accessory use or structure is a use, building, or structure which:

- * 1. Is customarily incidental and subordinate to and serves a principal use established on the same zoning lot;
- 2. Is subordinate in area, floor area, intensity, extent, and purpose to the principal use or structure;
- 3. Contributes to the comfort, convenience, or necessity of occupants or users of the principal use or structure; and
- 4. Is located on the same zoning lot as the principal use or structure served.

3.3-3 Time of Establishment

- * An accessory use or structure shall not be established on any lot prior to the establishment of the principal use or structure to which it is accessory.

3.3-4 Attached Accessory Structures

An attached accessory structure shall comply with all zoning district regulations applicable to the principal use or structure to which it is accessory.

3.3-5 Detached Accessory Structures

Detached accessory structures shall:

- 1. Not be located in the required front, corner side, and interior side yards;
- 2. Not occupy more than thirty percent (30%) of the required rear yard;
- 3. Be located at least ten (10) feet from the principal use or structure; and
- 4. Not exceed the height of the principal use or structure or twenty (20) feet in height, whichever is lower, except that accessory

agriculture buildings and structures which shall not exceed fifty (50) feet in height and radio, radar and television antenna towers and dishes which shall not exceed eighty (80) feet in height.

3.3-6 Floor Area of Accessory Structures

The floor area of accessory buildings and structures shall be included in the total allowable floor area allowed on a zoning lot.

3.4 TEMPORARY USE AND STRUCTURE REGULATIONS

3.4-1 Purpose

The provisions of this Section are based on the recognition that there are uses, buildings, and structures which, because of their unique characteristics, should not be permitted in any particular zoning district on a permanent basis but which may be either necessary or desirable for a temporary period provided that they are carefully regulated with respect to location and operation. The temporary uses, buildings, and other structures permitted in this Section shall be so established and maintained so as to least interfere with the use and enjoyment of neighboring uses, buildings, and other structures and to insure public safety and convenience.

3.4-2 Permit Required

A temporary use permit shall be required prior to the establishment of any temporary use, building, or other structure. Compliance with the standards and the purposes of the Ordinance and with all other applicable Village Ordinance shall be a prerequisite for the continued validity of all temporary use permits.

3.4-3 Procedure

Application for a temporary use permit shall be made to the Zoning Administrator and shall be granted upon full compliance with the standards set forth in this Ordinance. The Zoning Administrator, in order to determine whether the applicant will meet the standards set forth in this Ordinance, may require the applicant to submit any or all of the following information:

1. A survey or legal description of the property to be used, rented, or leased for the temporary use, including all information necessary to accurately locate and portray the property;
2. A written description and/or drawing of the proposed temporary use or structure;
3. Sufficient information to determine the yard requirements, sanitary facilities; and availability of parking space to adequately service the proposed temporary use or structure; and
4. Such other data and certification as may reasonably be required by the Zoning Administrator to reach a determination that the proposed temporary use or structure will comply with this Ordinance.

9.5 ACCESSORY USES

Accessory uses as hereinafter enumerated may be allowed in the I-1 General Industrial District only in accordance with the provisions specified in Article 3, General Provisions, Section 3.3. The following constitute the only accessory uses allowed in the I-1 Zoning District:

1. Agricultural Buildings and Structures
2. Commercial Motor Vehicles, provided each vehicle is operable.
3. Fallout Shelters
- * 4. Garages, Carports, and Other Parking Facilities
5. Radio, Radar, and Television Antenna Towers and Dishes, as regulated in Article 3, General Provisions Section 3.5.
6. Refuse Disposal Areas
7. Tool Houses, Sheds, and Other Similar Buildings
8. Vending Machines
9. Wind Energy Conversion Systems (WECS), as regulated in Article 3, General Provisions, Section 3.5.
- * 10. Similar and Compatible Uses
Other uses which are similar and compatible to those allowed as accessory uses in the I-1 Zoning District Determination of what constitutes similar and compatible shall be made by the Zoning Administrator.

9.6 SITE AND STRUCTURE PROVISIONS

All uses of structures and land in the I-1 General Industrial District shall conform to the following site and structure provisions:

1. Minimum Area

a. District

The minimum area that may constitute a separate or detached part of the I-1 Zoning District shall not be less than four (4) acres. However, land zoned in the C-1 and O-1 Zoning Districts which immediately abuts land in the I-1 District may be included in the calculations in meeting the minimum district area

b. Lot

No minimum-lot area shall be required.

2. Minimum Lot Width

Each zoning lot shall be a minimum of one hundred (100) feet in width

3. Maximum Lot Coverage

The maximum lot coverage of all principal and accessory buildings

9.7-1 Site Plan Review

To ensure compliance with the applicable requirements of this Ordinance, any exterior construction, change in use, or increase in the intensity of an existing use, excluding normal maintenance activity, in the I-1 Zoning District shall require Site Plan Review in accordance with the procedures specified in Article 15, Administration and Enforcement, Section 15.5.

9.7-2 Operation Within An Enclosed Structure

All business, service, storage, and display of goods shall be conducted within completely enclosed structures, except:

- a. Agricultural Uses
- b. Automobile Service Stations
- c. Motor Vehicle Sales
- d. Off-Street Parking and Storage
- e. Outdoor Storage, when associated with and ancillary to a permitted or Special Use and provided such storage does not consist of uncontained bulk material.
- f. Sale or Display of Merchandise Sold or Offered for Sale Through Vending Machines, provided such machines do not occupy an aggregate ground area of more than sixteen (16) square feet.
- g. Accessory Uses, when allowed in accordance with the provisions of Article 3, General Provisions, Section 3.3
- h. Temporary Uses, when allowed in accordance with the provisions of Article 3, General Provisions, Section 3.4

*

9.7-3 Outdoor Storage

Outdoor storage areas allowed in the I-1 Zoning District shall be effectively screened and enclosed to a minimum height of six (6) feet by a reasonably secured solid fence, wall, or other comparable barrier to conceal such areas from adjacent zoning lots and from public rights-of-way. All such areas shall be graded to prevent the accumulation of surface water and be provided with a permanent, durable, dustless surface.

9.7-4 Exterior Lighting

All exterior lighting shall be shaded or inwardly directed in such a manner so that no direct lighting or glare is cast upon adjacent residential or institutional property. The intensity of such lighting shall not exceed two (2) foot candles as measured at the abutting property line.

9.7-5 Landscaping and Screening

All uses shall conform with the applicable requirements for landscaping and screening set forth in Article 12, Landscaping and Screening.

9.7-6 Off-Street Parking and Loading

All uses shall conform with the applicable requirements for off-street parking and loading set forth in Article 11, Off-Street Parking and Loading.

3F

RESOLUTION

VILLAGE OF GILBERTS

(Authorizing the Purchase Agreement between the Village of Gilberts and Landmark Ford, Springfield, Illinois for two 2011 Ford Crown Victoria Squad Cars in amount not to exceed \$45,547.00)

Be it Resolved by the President and Board of Trustees of the Village of Gilberts, Kane County, Illinois that:

Section 1:

The Village of Gilberts hereby authorizes the Village President and Village Clerk to execute a purchase agreement between the Village of Gilberts and Landmark Ford, Springfield, Illinois and such documents as are necessary and convenient to effectuate the purchase of two 2011 Ford Crown Victoria Squad Cars in the amount not to exceed \$45,547.00 attached hereto and made a part hereof as Exhibit A as approved.

Section 2:

This resolution shall be in full force and in effect from and after its passage and approval pursuant to law.

Passed this _____ day of _____, 2011 by a roll call vote as follows:

	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>	<u>Abstain</u>
Trustee Everett Clark	_____	_____	_____	_____
Trustee Dan Corbett	_____	_____	_____	_____
Trustee Nancy Farrell	_____	_____	_____	_____
Trustee Louis Hacker	_____	_____	_____	_____
Trustee Patricia Mierisch	_____	_____	_____	_____
Trustee Guy Zambetti	_____	_____	_____	_____
President Rick Zirk	_____	_____	_____	_____

APPROVED THIS _____ DAY OF _____ 2011

Village President, Rick Zirk

(SEAL)

ATTEST: _____
Village Clerk, Debra Meadows

Published: _____

GILBERTS POLICE DEPARTMENT
86 RAILROAD STREET
GILBERTS ILLINOIS 60136

PO #: 11-001
Date: 02-16-2011
Customer ID:

Vendor
Landmark Ford 2401 Prairie Crossing Drive Springfield Illinois 62711-9485 TX (800) 798-9912 FX (217) 862-5316

Ship and bill to:
Gilberts Police Department 86 Railroad Street Gilberts IL 60136 Telephone (847) 428-2954 Fax (847) 428-4232

Request By	SHIP VIA	Tax ID
Lieutenant Mike Joswick		E9996-0753-03

Qty	Item #	Units	Description	Unit Pr	Total
2	PDS4015559		2011 Ford Crown Victoria (Black Exterior, Charcoal Black Interior)	\$20,668.00	\$41,336.00
2			Rear Locks Inoperable	\$ 22.00	\$ 44.00
2			Extended Service Contract 5year/75k	\$ 720.00	\$ 1,440.00
2			4" Flashing Trunk Lights	\$ 266.00	\$ 532.00
2			Delete Rear Window Switch	\$ 22.00	\$ 44.00
2			Power Seat (driver side)	\$ 330.00	\$ 660.00
2			Traction Control	\$ 109.00	\$ 218.00
2			Heated Mirrors	\$ 35.00	\$ 70.00
2			All Weather Rubber Floor Mats	\$ 78.00	\$ 156.00
2			Rear Door Handles Inoperable	\$ 22.00	\$ 44.00
2			Limited-Slip Axle	\$ 109.00	\$ 218.00
2			Cars Keyed Alike	\$ 50.00	\$ 100.00
2			Police Power Pigtail	\$ 25.00	\$ 50.00
1			CD Rom Service Manual	\$ 245.00	\$ 245.00
2			License, Title, & fees police plate	\$ 165.00	\$ 330.00
2			Front Door Moldings in Trunk	\$ 30.00	\$ 60.00

LT M Joswick #106

Subtotal	\$45,547.00
Freight	
Misc.	
Bal Due	\$45,547.00



**STATE CONTRACT WINNER
PSD# 4015559
2011 CROWN VICTORIA POLICE
INTERCEPTOR PACKAGE**

Call LYLE SNOW (800) 798-9912

Email lylesnow@msn.com

STANDARD PACKAGE \$20,668.00

AIR CONDITIONER
DUAL AIR BAGS
POWER WINDOWS
BUCKET SEAT VINYL REAR BENCH
POWER REMOTE CONTROL MIRRORS
AM/FM STEREO
INTERVAL WIPERS
REAR DEFROSTER
POLICE SUSPENSION
200 AMP GENERATOR
FAIL SAFE COOLING
750 CCA BATTERY
RADIO NOISE SUPPRESSION
HUB CAPS
17" TIRES AND WHEELS
CRUISE CONTROL
FRONT BODY MOLDINGS INSTALLED

FRONT SIDE AIR BAGS
WIG WAG HEADLIGHTS
4.6L V8 FFV ENGINE
POWER LOCKS
HEAVY DUTY FRAME
DUAL EXHAUST STAINLESS STEEL
ADDITIONAL DOME LIGHT
TINTED GLASS
6" LEFT HAND SPOTLIGHT
ENGINE OIL COOLER
DOOR LIGHT SWITCHES
INOPERATIVE
CALIBRATED SPEEDOMETER
TILT WHEEL
ANTI-LOCK BRAKES
RUBBER FLOORING
IGNITION OVERRIDE SECURE IDLE
POWER ADJUSTABLE PEDALS

ORDER CUT OFF DATE FEBUARY 25, 2011

"WE WILL GIVE TOP DOLLAR FOR YOUR USED POLICE VEHICLES"

ADDITIONAL OPTIONS AND ORDER FORM

PLEASE ENTER THE FOLLOWING

FORD FLEET NUMBER _____

CONTACT NAME LT Mike Joswick

PHONE NUMBER 547 528-2954

PURCHASE ORDER NUMBER _____

STATE TAX EXEMPT NUMBER _____

Quantity

2

Check desired options

Check desired options

<input type="checkbox"/>	Delete Ignition Override	(125.00)		<input type="checkbox"/>	Engine Hour Meter	215.00
<input type="checkbox"/>	Delete Wig Wag Flashers	(65.00)		<input type="checkbox"/>	12" Push Bumper	456.00
<input type="checkbox"/>	Delete Cruise Control	(189.00)		<input type="checkbox"/>	16" Push Bumper	482.00
<input checked="" type="checkbox"/>	Rear Locks Inoperable	67B 22.00		<input type="checkbox"/>	Silicone hoses w/aircraft clamps 177	320.00
<input type="checkbox"/>	Deliver Multiple Units, Each	185.00		<input checked="" type="checkbox"/>	All Weather Rubber Floor Mats	78.00
<input type="checkbox"/>	Deliver One Unit	200.00		<input type="checkbox"/>	Undercoat	185.00
<input type="checkbox"/>	Sliding Trunk Tray	598.00		<input type="checkbox"/>	Rustproof & Undercoat	289.00
<input checked="" type="checkbox"/>	Extended Service Contract 5yr or 75k	720.00		<input checked="" type="checkbox"/>	Rear Door Handles Inoperable 67R	22.00
<input type="checkbox"/>	Base Police Prep Led Lighting 65J	961.00		<input type="checkbox"/>	Scotch Guard	95.00
<input checked="" type="checkbox"/>	4" Flashing Trunk Lights	266.00		<input type="checkbox"/>	Splash Guards	125.00
<input type="checkbox"/>	Patriot Plastic Rear Seat	489.00		<input type="checkbox"/>	3 Outlet Power Supply**	138.00
<input checked="" type="checkbox"/>	Delete Rear Window Switches 948	22.00		<input type="checkbox"/>	ABS Chrome trim rings plastic	95.00
<input type="checkbox"/>	Street Appearance Group*	142.00		<input checked="" type="checkbox"/>	Limited-Slip Axle 45C	109.00
<input type="checkbox"/>	Base Lighting Led 65R	1806.00		<input checked="" type="checkbox"/>	Split-Bench Seats	472.00
<input checked="" type="checkbox"/>	Power Seat (Drivers Side) 21A	330.00		<input type="checkbox"/>	Tutone Black & White	770.00
<input checked="" type="checkbox"/>	Traction Control 552	109.00		<input type="checkbox"/>	Service Manual Paper	185.00
<input checked="" type="checkbox"/>	Heated Mirrors 61K	35.00		<input type="checkbox"/>	Engine Block Heater 41H	30.00
<input type="checkbox"/>	Trunk Pack Kevlar 14T	166.00		<input checked="" type="checkbox"/>	Cars Keyed Alike	50.00
<input type="checkbox"/>	Pass Air Bag Shutoff Switch	165.00		<input type="checkbox"/>	3.55 Limited Slip Axle	142.00
<input type="checkbox"/>	Full Wheel Covers 64N	39.00		<input checked="" type="checkbox"/>	Police Power PigTail 179	25.00
<input type="checkbox"/>	Remote Starter	564.00		<input type="checkbox"/>	Carpet & Front & Rear Mats 128	109.00
<input type="checkbox"/>	Led Trunk Lights Red & Blue	375.00		<input type="checkbox"/>	Ready for The Road Led lighting 65S	3687.00
<input type="checkbox"/>	Complete Police Prep Led 68B	2189.00		<input type="checkbox"/>	Sound Off Dome Light	91.00
<input type="checkbox"/>	Police Visibility Package Led 65H	2889.00		<input type="checkbox"/>	Single Cd Player 58Z	182.00
<input type="checkbox"/>	Cloth Rear Seat	(55.00)		<input type="checkbox"/>	Patriot Prisoner Partition	715.00
<input type="checkbox"/>	Legend light bar installed	2084.00		<input type="checkbox"/>	Trunk Air Circulation Fan	225.00
<input type="checkbox"/>	Code 3 light bar installed	2129.00		<input checked="" type="checkbox"/>	Cd Rom Service Manual	245.00
<input type="checkbox"/>	Low Profile Supervisor Code 3	1325.00		<input type="checkbox"/>	Smokers package 63B	10.00
<input type="checkbox"/>	Wingman Rear Code 3	1325.00		<input type="checkbox"/>	Roof wiring hole in center roof 187	190.00

Note
Key Code
1284X

→ 1

<input type="checkbox"/>	Control Box For Above Lights	358.00	<input type="checkbox"/>	Remote Keyless Entry 14R	253.00
<input type="checkbox"/>	Rear Wlg Wag	104.00	<input type="checkbox"/>	Radio-2-Way pre-wire connector 946	45.00
<input checked="" type="checkbox"/>	License, title, & fees police plate	165.00	<input type="checkbox"/>	License transfer, title, & fees	180.00
<input type="checkbox"/>	Locking Gas Cap 98G	10.00	<input type="checkbox"/>	Body moldings shipped in trunk 96C	30.00
<input type="checkbox"/>	Chrome Grille 66C	45.00	<input type="checkbox"/>	Spotlight (Right Hand) 51Y	130.00
<input type="checkbox"/>	Decklid Release on door 61H	60.00	<input type="checkbox"/>	Lamp Pre-Wire Group 476	45.00
<input type="checkbox"/>	Daytime Running Lights 77D	50.00	<input type="checkbox"/>	Horn Siren Wiring prep package 175	40.00
<input type="checkbox"/>	Roof Reinforcement 185	80.00	<input type="checkbox"/>	Base Police Prep 65A	647.00
<input type="checkbox"/>	Roof Wiring No Hole 189	85.00	<input type="checkbox"/>	Base Lighting Package 65P	1806.00
<input type="checkbox"/>	Ballistic Door Panels 90B	2,365.00	<input type="checkbox"/>	Complete Police Prep Package 68P	1743.00
<input type="checkbox"/>	Driver Ballistic Door Panel 90L	1290.00	<input type="checkbox"/>	Visibility Package 65W	2596.00
<input checked="" type="checkbox"/>	Front Door Moldings in trunk 96B	30.00	<input type="checkbox"/>	Led spotlight bulb	209.00

PAYMENT REQUIRED AT TIME OF DELIVERY

Exterior Colors

<input type="checkbox"/>	Arizona Beige	<input type="checkbox"/>	Light Grey
<input type="checkbox"/>	Medium Brown Metallic	<input type="checkbox"/>	Silver Grey Met.
<input type="checkbox"/>	Dark Toreador Red Met.	<input type="checkbox"/>	Silver Birch Met.
<input type="checkbox"/>	Smokestone Met.	<input checked="" type="checkbox"/>	Black
<input type="checkbox"/>	Dark Blue	<input type="checkbox"/>	Vibrant White
<input type="checkbox"/>	Norsea Blue Met.	<input type="checkbox"/>	Medium Titanium Met.
<input type="checkbox"/>	Light Blue Met.	<input type="checkbox"/>	Royal Blue
<input type="checkbox"/>	Light Ice Blue Met.	<input type="checkbox"/>	Ultra Blue Met.

Interior Colors

<input checked="" type="checkbox"/>	Charcoal Black
<input type="checkbox"/>	Light Camel
<input type="checkbox"/>	Medium Light Stone

***NA W/TU-TONE, RETAIL PAINT ONLY**
INCLUDES COLOR KEYED BODYSIDE MOLDINGS, REAR APPLIQUE WITH
COLOR KEYED PANELS, CROWN VICTORIA BADGE, CHROME GRILLE,
CHROME DOOR HANDLE BEZEL, CHROME TAIL LAMP APPLIQUE, FULL
WHEEL COVERS

**** NOT MOUNTED**

IF WE HAVE MISSED AN OPTION THAT YOU NEED PLEASE CALL
(800) 798-9912 EXT 253

CALL ABOUT MUNICIPAL FINANCING
Email lylesnow@msn.com

3G

RESOLUTION

VILLAGE OF GILBERTS

(Authorizing an agreement between the Village of Gilberts and Baxter & Woodman to provide professional services for assistance tasks on the Unified Development Code not to exceed \$10,900.00)

Be it Resolved by the President and Board of Trustees of the Village of Gilberts, Kane County, Illinois that:

Section 1:

The Village of Gilberts hereby authorizes the Village President and Village Clerk to execute a professional service agreement between the Village of Gilberts and Baxter & Woodman not to exceed \$10,900.00 and such documents as are necessary and convenient to effectuate the professional service agreement to provide services assisting drafting the Unified Development Code as here by attached hereto and made a part hereof as Exhibit A as approved.

Section 2:

This resolution shall be in full force and in effect from and after its passage and approval pursuant to law.

Passed this ____ day of _____, 2011 by a roll call vote as follows:

	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>	<u>Abstain</u>
Trustee Everett Clark	_____	_____	_____	_____
Trustee Dan Corbett	_____	_____	_____	_____
Trustee Nancy Farrell	_____	_____	_____	_____
Trustee Louis Hacker	_____	_____	_____	_____
Trustee Patricia Mierisch	_____	_____	_____	_____
Trustee Guy Zambetti	_____	_____	_____	_____
President Rick Zirk	_____	_____	_____	_____

APPROVED THIS ____ DAY OF May, 2011

Village President, Rick Zirk

(SEAL)

ATTEST: _____
Village Clerk, Debra Meadows

Published: _____

VILLAGE OF GILBERTS

General Engineering Service Request for FY 2011-2012
Page 1 of 2

Date: April 13, 2011

To: William Blecke

From: Ray Keller

Request No.:

Title: *Unified Development Code Assistance Tasks*

Work Description:

Assist with the development of the Unified Development Ordinance by revising and updating Village engineering standard requirements and details and the Village subdivision ordinance. The following Tasks are to be completed by the Village as determined by the Village. The requirements & commitments are broken down into **Tasks** and the fee for each Task is listed in the Fee section below. Each Task initialed will be completed by Baxter & Woodman, Inc and the corresponding fee amount will be invoiced upon the completion of each task.

Task 1:

Review current engineering standards and specifications and standard details and update as necessary for compliance with current recommended technology, concurrent jurisdictional standard specifications and Village manufacturer preference.

Task 2:

Develop an Engineering Standards Manual as a companion document to the subdivision ordinance in order that the standards can be updated with current technology or Village preference for suppliers and equipment manufacturers without the necessity of revising the subdivision ordinance.

Task 3:

Assist with the modification of the subdivision ordinance to remove engineering standards and specifications and reference instead the newly developed Engineering Standards Manual.

Fees:

Task 1: Lump Sum Fee \$3,000	Initial _____ *
Task 2: Lump Sum Fee \$4,900	Initial _____ *
Task 3: Lump Sum Fee \$3,000	Initial _____ *

Please initial in the space provided to indicate the tasks(s) you would like included in this Service Request.

¹This fee is only an estimate and may be increased depending on the extent of the services requested and number of hours accrued but only upon written notification from the Engineer and approval from the Village Administrator

VILLAGE OF GILBERTS

General Engineering Service Request for FY 2011-2012
Page 2 of 2

Schedule: The above-described tasks will begin upon receipt of this Service Request approved by the Village.

Ray Keller, Village Administrator

Date: _____

William C. Blecke, Baxter & Woodman, Inc.

Date: _____

3H

RESOLUTION

VILLAGE OF GILBERTS

(Authorizing an agreement between the Village of Gilberts and Ancel & Glink to provide professional services for assistance tasks on the Unified Development Code not to exceed _____)

Be it Resolved by the President and Board of Trustees of the Village of Gilberts, Kane County, Illinois that:

Section 1:

The Village of Gilberts hereby authorizes the Village President and Village Clerk to execute a professional service agreement between the Village of Gilberts and Ancel & Glink not to exceed _____ and such documents as are necessary and convenient to effectuate the professional service agreement to provide services assisting drafting the Unified Development Code as here by attached hereto and made a part hereof as Exhibit A as approved.

Section 2:

This resolution shall be in full force and in effect from and after its passage and approval pursuant to law.

Passed this _____ day of _____, 2011 by a roll call vote as follows:

	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>	<u>Abstain</u>
Trustee Everett Clark	_____	_____	_____	_____
Trustee Dan Corbett	_____	_____	_____	_____
Trustee Nancy Farrell	_____	_____	_____	_____
Trustee Louis Hacker	_____	_____	_____	_____
Trustee Patricia Mierisch	_____	_____	_____	_____
Trustee Guy Zambetti	_____	_____	_____	_____
President Rick Zirk	_____	_____	_____	_____

APPROVED THIS _____ DAY OF May, 2011

Village President, Rick Zirk

(SEAL)

ATTEST: _____
Village Clerk, Debra Meadows

Published: _____



DEANOR & REND
DALLANET
& CHAFFIN

A Professional Corporation
140 South Dearborn Street, Suite 600
Chicago, IL 60603
www.ancelglink.com

Julie A. Tappendorf
jtappendorf@ancelglink.com
(P) 312.604.9182
(F) 312.782.0943

January 4, 2010

Ray Keller
Village Administrator
Village of Gilberts
87 Galligan Road
Gilberts, Illinois

**RE: PROPOSAL FOR REVIEW AND UPDATE OF ZONING AND
SUBDIVISION REGULATIONS**

Dear Ray:

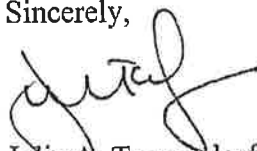
We are excited for the opportunity to submit our qualifications demonstrating our exceptional experience and ability to assist the Village of Gilberts in reviewing and updating the Village's zoning and subdivision regulations. Ancel Glink is uniquely qualified to assist the Village with this project and we look forward to working with the Village to establish zoning and subdivision regulations that accurately reflect the Village's development goals, land use policies, and design guidelines and preserve and enhance the quality and character of Gilberts.

Having served as the Village Attorney for almost two years, our firm has the advantage of having a familiarity with and knowledge of the Village's existing zoning and subdivision regulations. We have practical experience in interpreting and advising the Village on various provisions contained in its current zoning and subdivision regulations. We have also encountered areas in both codes that would benefit from improvements and updates. In addition, our attorneys have an excellent working relationship with Village Staff and representatives. Our familiarity and knowledge of the codes, expertise in the fields of planning and land use law, and existing relationship with the Village is certain to provide benefits to the Village in completing these important projects.

We truly hope that our qualifications meet with your approval as we eagerly anticipate the opportunity to work with the Village of Gilberts on the review and update of the Village's Zoning Code and Subdivision Code.

If you have any questions about our proposal or require further information, please contact me.

Sincerely,



Julie A. Tappendorf

Enclosure



PLANNING
DESIGN
& CONSTRUCTION

A Professional Corporation
140 South Dearborn Street, Suite 600
Chicago, IL 60603
www.ancelglink.com

Julie A. Tappendorf
jtappendorf@ancelglink.com
(P) 312.782.7606 Ext. 9182
(F) 312.782.0943

I. PROPOSED SCOPE OF SERVICES AND SCHEDULE

Ancel Glink is well prepared to assist the Village with reviewing and updating both the Village's zoning and subdivision regulations. We understand that the Village desires to go beyond the periodic revisions that had been necessary in the past to address immediate situations. Over the years, these periodic revisions have lead to internal inconsistencies, redundancies, and conflicts – a comprehensive review and update of these regulations will first, and foremost, address these shortcomings to enable the Village to more effectively plan for future development and more efficiently review applications and requests for zoning approvals.

Currently, the Village's zoning regulations consist of numerous stand-alone ordinances that have amended the current Zoning Code that was adopted nearly 30 years ago. I understand that the Village is interested in updating and consolidating all of its zoning regulations into one codified Zoning Code that will accurately reflect the Village's development goals, land use policies, and design guidelines. The Village is also interested in comprehensively rewriting the existing subdivision regulations. One of the options the Village is considering is adopting a unified development ordinance (UDO) that would incorporate both the zoning and subdivision regulations into one comprehensive land development code. The newly updated zoning and subdivision regulations, or UDO, will be "user-friendly" so as to better enable residents, property owners, developers, and Village Staff and Officials to interpret, understand, and administer the applicable regulations.

We understand that these projects will require frequent contact and collaboration with Village Staff to ensure effective communication and completion of the Village's goals in a prompt manner. It is expected that our existing relationship and familiarity with the Village and its regulations will provide significant benefits to the Village from a communication and collaboration standpoint. In addition, our proposal provides the Village with significant cost-benefits, as our submitted zoning and subdivision regulations amendments will include both a planning and legal analysis and recommendations.

Our Project Schedule is subject to further discussion and approval by the Village; however, we expect that we would submit a first draft of the zoning and subdivision regulations to Village Staff approximately three months after initiation of the project. We would expect to have a final draft of the updated code to the Village Board for action approximately six to nine months after initiation of the project, depending on the number of meetings with Staff and the Plan Commission on the draft code.

We propose to carry out the engagement as follows:

1. Village Staff Contact: Shortly after receiving Board direction to proceed with the project, we would formally initiate the engagement by contacting Village Staff to discuss and identify Staff concerns with the Village's existing zoning and subdivision regulations. We expect that there would be multiple conference calls, meetings, and email discussions with Village Staff throughout the project.

January 4, 2010

Page 3

2. Review and Analysis of Zoning and Subdivision Codes: We will review and analyze the zoning and subdivision regulations in more detail to identify weaknesses and shortcomings with the existing codes. In addition, we will research and identify appropriate areas within the two codes that would benefit from the incorporation of new concepts and graphics to visually illustrate complex concepts and standards, including, where appropriate, visual examples of desirable and undesirable design standards and concepts. Our discussions and interviews with Village Staff will enable us to determine if there are certain regulations adopted by like communities that may be modified for the Village in order to maximize the Village's goals and objectives while being sensitive to available and projected Village resources.
3. First Draft of Codes: We will coordinate our analyses with the collected Village Staff responses and use these to begin drafting new zoning and subdivision regulations. This process will also involve, we expect, an appreciable level of communication between our team and Village Staff.
4. Plan Commission Hearings: After submission of the first draft of the zoning and subdivision regulations, we would attend and facilitate a Plan Commission public hearing to discuss and consider the zoning and subdivision regulations. At the public hearing, we will discuss the specific changes to the existing zoning and subdivision regulations and solicit comments from the members of the Plan Commission.
5. Second Draft of Zoning and Subdivision Codes: Following the Plan Commission public hearings, we would revise the zoning and subdivision regulations to incorporate the various comments of the Plan Commission and conduct follow up research, if necessary. The second draft of the zoning and subdivision regulations will be the "Plan Commission recommended draft" that will move forward to the Village Board.
6. Final Presentation to the Village Board: We would attend a Final Presentation to make our formal presentation of the recommended draft of the zoning and subdivision regulations to the Village Board.
7. Final Draft of the Codes: Following the Final Presentation, we would make any necessary final modifications to refine the zoning and subdivision regulations and deliver the final zoning and subdivision regulations to Village Staff in both hard copy and electronic format.

This work plan proposal is subject to some level of variability as we proceed, but we will endeavor to hold as closely as possible to the work plan which, as much as anything, will be affected by the number of meetings we participate in. This work plan will result in well-considered zoning and subdivision regulations that are representative of the diversity of views

January 4, 2010

Page 4

we obtain from the various meetings with Village Staff and public meetings with elected and appointed officials of the Village.

II. PROJECT TEAM

The key contact for this project will be Julie Tappendorf, who will consult with partners Stewart Diamond and David Silverman from time to time. Our collective experience spans several decades and includes extensive involvement in land use matters, including the preparation of numerous municipal land use codes and ordinances, as well as authoring several articles on land use issues, participation in and speaking at numerous land use seminars for lawyers and non-lawyers alike, and teaching and lecturing in educational settings. Julie is an active member in the American Planning Association and has spoken at the APA's national and state conferences. She is also a faculty member of the American Law Institute/American Bar Association's Land Use Institute and an adjunct faculty member of the John Marshall Law School.

In addition, we may seek assistance from time to time from other attorneys or paralegals in our office. Because of the nature of our practice, these additional people are familiar with zoning and land use matters and their services can be used efficiently in support of our teams' work.

III. BUDGET

Ancel Glink proposes to bill hourly, at a rate of \$195.00 per hour, with a "not to exceed" amount of \$35,000 for the combined rewrite of the zoning and subdivision regulations (UDO). If the Village is interested in separating the projects, the "not to exceed" cost estimate for the Zoning Code review and update is \$25,000, and the "not to exceed" cost estimate for the Subdivision Code review and update is \$10,000.

Each monthly bill for services includes the initials of the individual performing the assigned task, the date on which the work was performed, a detailed description of the work, and the amount of time spent completing the assignment.

IV. RELATED EXPERIENCE

Ancel Glink's representation of units of government in the land use area spans the state, both geographically and in terms of the spectrum of development: from urban communities to areas with development pressures to rural communities. This breadth of experience gives us an equally broad and unrivaled perspective on the various land use challenges in each context. This recognized experience has resulted in a number of special counsel engagements to assist governments in the updating or rewriting of zoning codes, subdivision codes and other land use regulations.

ANCEL, GLINK, DIAMOND, BUSH, DiCIANNI & KRAFTHEFER, P.C.

January 4, 2010

Page 5

Among our representative clients in this regard are:

- Island Lake: Over the past year, we worked with the Village of Island Lake to complete a comprehensive rewrite of the Village's Zoning Code, which was adopted by the Village Board in December of 2009. In 2010, we will be working with the Village on a comprehensive update to the remainder of the Village Code, including a rewrite of the Village's subdivision and other land development regulations.
- Davis Junction: We have worked closely with the Village in preparing a comprehensive plan that was adopted last year and have been working with the Village for the past year on a comprehensive rewrite of the Village's zoning and subdivision regulations.
- Morton Grove: We began assisting the Village in early 2006 with the review and drafting of a unified development code that merges the Village's zoning and subdivision regulations, as well as other land use and development provisions, into one composite document. Most of this work was completed in late summer 2006 and was eventually adopted in November 2006 by the Board of Trustees.
- Oak Forest: Over the course of our representation we have been involved in a steady process of rewriting the City's zoning and subdivision code, to better integrate land use policies, remove regulations that result in an over reliance on variation processes to enable even simple improvements to property, simplify land use regulations to make them readily understandable, and streamline administrative procedures. Last year, the City retained us to assist with a comprehensive rewrite of all of the City's land development regulations, which project is ongoing in 2010.
- South Elgin: Since 2001, we have worked with the Village in every aspect of modern land development. For example, we worked with the Village and Kane County to implement the County's 50-50-50 land use plan through an approved Land Resource Management Plan, through amendments to that plan and the negotiation and implementation of boundary agreements. We have also assisted the Village with the review and update of its zoning code, with the review and rewrite of its subdivision ordinance, with the implementation of a moratorium on certain development, with the development of a new downtown master plan, and with the refinement of hearing procedures before the Planning and Zoning Commission.
- Bellwood: In 2005 and 2006, we led the Village through an educational and zoning code update process that examined current zoning techniques to facilitate redevelopment goals in six areas of the Village. The educational process involved explaining current form-based and hybrid zoning strategies, as well as the use of overlay zoning to encourage the type of mixed use redevelopment that the Village desired. In late 2006, the Village adopted zoning code text amendments establishing a redevelopment overlay

January 4, 2010

Page 6

zone that took elements from the various zoning techniques considered and balanced them against the reasonable capacities of Village staff.

- Berkeley: Over the course of our representation of the Village, we have substantially rewritten sections of the Village's subdivision ordinance, including bolstering the public improvement guarantees and maintenance requirements, establishing procedures for approval of "minor subdivisions", preparing new application and administrative review procedures, and coordinating the subdivision ordinance provisions with new planned development procedures designed to expand the Village's regulatory authority over redevelopment. In 2005, we also reviewed and redrafted substantial portions of the Village's un-codified zoning ordinances in preparation to codify these ordinances, which was accomplished in early 2006.
- Plano: As a first step in 2006, we assisted the City in reorganizing, reconciling inconsistencies, and rewriting provisions of their subdivision ordinance to enhance provisions related to land dedications and impact fees and performance and maintenance guarantees, as well as recommend provisions to facilitate the City's downtown master plan. We have since worked with the City reviewing public improvement design standards to ensure that they are consistent with our recommendations to promote high quality residential and commercial development.

In addition, while practicing at her former law firm of Holland & Knight, LLP, Julie was principally responsible for the following projects:

- Long Grove: Julie assisted the Village of Long Grove in reviewing and drafting a comprehensive rewrite of the Village's Zoning Code. This process included attendance at numerous meetings with Village staff, workshops and public hearings before the Plan Commission, and various meetings with the Village Board of Trustees before the newly updated Zoning Code was adopted by the Long Grove Village Board in 2007.
- Glencoe: Julie worked with the Village of Glencoe to develop new subdivision regulations to replace regulations that had become outdated and no longer consistent with the land use goals of the Village.
- Bannockburn: From 1997 through 2007, Julie assisted the Village of Bannockburn with numerous amendments and updates to its zoning regulations.

These projects are just a sample of the extensive range of experience and scope of insightful and creative approaches that Ancel Glink can offer the Village in reviewing and updating the Village's zoning and subdivision regulations.

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RESOLUTION

VILLAGE OF GILBERTS

(Authorizing an agreement between the Village of Gilberts and Baxter & Woodman to provide professional services for designing, permitting and constructing Gilberts Glen Storm Sewer Replacement and Detention Pond Restoration and Binnie Road Drainage Improvements not to exceed \$237,500.00)

Be it Resolved by the President and Board of Trustees of the Village of Gilberts, Kane County, Illinois that:

Section 1:

The Village of Gilberts hereby authorizes the Village President and Village Clerk to execute a professional service agreement between the Village of Gilberts and Baxter & Woodman not to exceed \$237,500.00 and such documents as are necessary and convenient to effectuate the professional service agreement to provide services for designing, permitting and constructing Gilberts Glen Storm Sewer Replacement and Detention Pond Restoration and Binnie Road Drainage Improvements as here by attached hereto and made a part hereof as Exhibit A as approved.

Section 2:

This resolution shall be in full force and in effect from and after its passage and approval pursuant to law.

Passed this ____ day of _____, 2011 by a roll call vote as follows:

	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>	<u>Abstain</u>
Trustee Everett Clark	_____	_____	_____	_____
Trustee Dan Corbett	_____	_____	_____	_____
Trustee Nancy Farrell	_____	_____	_____	_____
Trustee Louis Hacker	_____	_____	_____	_____
Trustee Patricia Mierisch	_____	_____	_____	_____
Trustee Guy Zambetti	_____	_____	_____	_____
President Rick Zirk	_____	_____	_____	_____

APPROVED THIS ____ DAY OF May, 2011

Village President, Rick Zirk

(SEAL)

ATTEST: _____
Village Clerk, Debra Meadows

Published: _____

VILLAGE OF GILBERTS, ILLINOIS
Gilberts Glen Storm Sewer Replacement and Detention Pond Restoration and
Binnie Road Drainage Improvements
ENGINEERING SERVICES
WORK ORDER

ENGINEERING SERVICES PROJECT # 100532.42

Description of Services to be Provided:

In general, the scope of work for this project includes designing, permitting and constructing drainage maintenance improvements to minimize localized flooding in the Gilberts Glen east and west subdivisions and restore the drainage system to its original design condition. The project will consist of the replacement of approximately 2,200 linear feet of 10 to 15 inch high density polyethylene (HDPE) pipe that runs from stormwater pond located in the northeast corner of the Gilberts Glen east subdivision southwest under Tyrrell Road and through the Gilberts Glen west subdivision to Tyler Creek. The project will also include the repair of the pond outlet structure to lower the current water level and restore lost live runoff storage and necessary pond embankment restoration.

The Binnie Road drainage improvement work consists of repairs/replacement of drain tiles/culverts and overland flows to restore historic conveyance conditions to the Binnie Road right-of-way.

A detailed scope of services is found in Attachment A.

Schedule:

The above-described engineering services will begin upon receipt of this Work Order approved by the Village of Gilberts. The design tasks in Attachment A are to be completed and drawings and specifications ready for within 30 days of receiving the signed Work Order. Construction is to be substantially complete by September 15, 2011 with final completion by October 15, 2011.

Compensation:

Compensation for the services to be provided under this Work Order will be in accordance with the Engineering Services Agreement dated January 1, 2003. The ENGINEERS' fee for the services described in Attachment A shall be computed on the basis of their hourly billing rates for actual work time performed plus reimbursement of out-of-pocket expenses including travel costs, which total amount will not exceed \$237,500.

Submitted: Baxter & Woodman, Inc. By: _____ Title: <u>Vice President</u> Date: _____	Approved: Village of Gilberts, IL By: _____ Title: _____ Date: _____
--	--

Additional Comments and Conditions: None

Village of Gilberts, Illinois
Gilberts Glen Storm Sewer Replacement and Detention Pond Restoration and
Binnie Road Drainage Improvements
Engineering Services
Work Order 100532.42

Attachment A

Scope of Services

1. **ADMINISTRATION & MEETINGS** – Organize and attend a PROJECT kick-off meeting with VILLAGE staff to discuss goals and objectives of the PROJECT; and establish clear lines of communication. Meet with VILLAGE staff to review and approve the method of establishing priorities for accomplishing work.
2. **FIELD SURVEYS** - Complete a field survey to establish line and grade of the storm sewer replacement and overland swale grading. Provide a metes and bounds description of all necessary permanent and temporary easements for construction and future maintenance of proposed improvements.
3. **DRAINAGE ANALYSIS** – Review the original design hydrology and hydraulic conditions for the Gilberts Glen tributary drainage area (use of hydrologic and hydraulic computer models is not included in this scope). Analyze pipe sizing, overland relief (swale sizing) and pond storage and restoration to return storage and conveyance to original design conditions. Document and provide to the Village the design flow that can be conveyed and also the maximum storage volume in the pond. Analyze overland flow paths and pond control structures for comparison to historic data.
4. **DESIGN** - Prepare design drawings and specifications sufficient in detail to allow for installation of the replacement storm sewer to the established line and grade, regrading and restoration of the overland relief swale, reconstruction of the detention pond outlet structure and restoration of the pond embankment. In addition prepare a stormwater pollution prevention plan and Notice of Intent for submittal to the IEPA under the Villages existing NPDES Stormwater Discharge Permit.
5. **CONSTRUCTION** - Replace +/- 2,500 LF of 12"/15" HDPE piping, provide structures at key, elevations, critical areas, and change of direction to allow proper drainage and of tributary areas as shown on the design drawing(s). Provide earthwork to return overland swale system through Gilberts Glen East and West to historic conditions. Remove any asphalt and concrete that may be obstructing existing swale system along with soil overburden to an approved offsite location, including soil testing as required. Provide final grading, topsoil placement, and seeding of all disturbed areas.

Upstream (southwest) of the Binnie Road, reconstruct/repair concrete overland flow structure to historic conditions (reducing existing pond elevation by one (1) foot). Repair/replace approximately 1000-1200 Linear feet of existing drain tile. Repair 800LF of upstream overland swale area along and provide critical elevations for Village approval. Reseed approximately 1.5 acres of various disturbed shoreline areas.

6. PROJECT CLOSEOUT AND RECORD DRAWINGS - Provide documentation of any found, broken, and repaired drain tiles throughout course of scheduled work. Provide final record drawings in electronic format and final waivers, product and work guarantees, and warranty/maintenance bonds.

I:\Crystal Lake\GILBV\100532-Dunhill\GG\10-Proposal\Work Order GG Drainage 03-28-11.docx

3J

RESOLUTION

VILLAGE OF GILBERTS

(Authorizing an agreement between the Village of Gilberts and Baxter & Woodman to provide professional services for designing and permitting the work on the reconstruction of Binnie Road not to exceed \$22,500.00)

Be it Resolved by the President and Board of Trustees of the Village of Gilberts, Kane County, Illinois that:

Section 1:

The Village of Gilberts hereby authorizes the Village President and Village Clerk to execute a professional service agreement between the Village of Gilberts and Baxter & Woodman not to exceed \$22,500.00 and such documents as are necessary and convenient to effectuate the professional service agreement to provide services for designing and permitting the work on the reconstruction of Binnie Road as here by attached hereto and made a part hereof as Exhibit A as approved.

Section 2:

This resolution shall be in full force and in effect from and after its passage and approval pursuant to law.

Passed this ____ day of _____, 2011 by a roll call vote as follows:

	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>	<u>Abstain</u>
Trustee Everett Clark	_____	_____	_____	_____
Trustee Dan Corbett	_____	_____	_____	_____
Trustee Nancy Farrell	_____	_____	_____	_____
Trustee Louis Hacker	_____	_____	_____	_____
Trustee Patricia Mierisch	_____	_____	_____	_____
Trustee Guy Zambetti	_____	_____	_____	_____
President Rick Zirk	_____	_____	_____	_____

APPROVED THIS ____ DAY OF May, 2011

Village President, Rick Zirk

(SEAL)

ATTEST:

Village Clerk, Debra Meadows

Published: _____

**VILLAGE OF GILBERTS, ILLINOIS
Binnie Road Reconstruction Design
ENGINEERING SERVICES
WORK ORDER**

ENGINEERING SERVICES PROJECT # 100532.43

Description of Services to be Provided:

In general, the scope of work for this project includes designing and permitting of the reconstruction of the East 700 feet of the (approximately) west 2,100 feet of Binnie Road. The objective is to relieve historic backwater flooding conditions within the sag located on the road in the 700 foot reconstruction section. The work consists of the redesign of the easterly 700 linear feet of roadway including raising the base +/-4" along with the construction of new binder and final surface course asphalt. A detailed scope of services is found in Attachment A.

Schedule:

The above-described engineering services will begin upon receipt of this Work Order approved by the Village of Gilberts. The design tasks in Attachment A are to be completed and drawings and specifications ready for bidding within 120 days of receiving the signed Work Order.

Compensation:

Compensation for the services to be provided under this Work Order will be in accordance with the Engineering Services Agreement dated January 1, 2003. The ENGINEERS' fee for the services described in Attachment A shall be computed on the basis of their hourly billing rates for actual work time performed plus reimbursement of out-of-pocket expenses including travel costs, which total amount will not exceed \$22,500.

Submitted: **Baxter & Woodman, Inc.**

By: _____

Title: Vice President

Date: _____

Approved: **Village of Gilberts, IL**

By: _____

Title: _____

Date: _____

Additional Comments and Conditions: None

Scope of Services

1. **ADMINISTRATION & MEETINGS** – Organize and attend a PROJECT kick-off meeting with VILLAGE staff to discuss goals and objectives of the PROJECT; and establish clear lines of communication. Meet with VILLAGE staff to review and approve the method of establishing priorities for accomplishing work.
2. **FIELD SURVEYS** - Complete a field survey to establish line and grade of the roadway reconstruction, culvert replacement and associated restoration. Survey to generate base plan sheets for reconstruction design.
3. **DESIGN** - Provide engineering drawings for municipal acceptance for roadway reconstruction and drainage improvements within the ROW.
4. **PERMITTING** – Obtain necessary permits for construction including, but not limited to, IDOT Local Roads and NPDES Stormwater Discharge.
5. **BIDDING** – Advertise the project for bidding and assist with the bid opening, tabulation of bids and award recommendation.

3K

RESOLUTION

VILLAGE OF GILBERTS

(Authorizing an agreement between the Village of Gilberts and Baxter & Woodman to design and reconstruct the Roads referenced in the Road Program)

Be it Resolved by the President and Board of Trustees of the Village of Gilberts, Kane County, Illinois that:

Section 1:

The Village of Gilberts hereby authorizes the Village President and Village Clerk to execute a Preliminary Engineering Services Agreement for Motor Fuel Tax Funds between the Village of Gilberts and Baxter & Woodman, for an amount not to exceed in \$97,000.00 in Motor Fuel Tax Funds, and such documents as are necessary and convenient to effectuate the professional service agreement to design and reconstruct the Roads referenced in the Road Program as here by attached hereto and made a part hereof as Exhibit A as approved.

Section 2:

This resolution shall be in full force and in effect from and after its passage and approval pursuant to law.

Passed this ____ day of _____, 2011 by a roll call vote as follows:

	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>	<u>Abstain</u>
Trustee Everett Clark	_____	_____	_____	_____
Trustee Dan Corbett	_____	_____	_____	_____
Trustee Nancy Farrell	_____	_____	_____	_____
Trustee Louis Hacker	_____	_____	_____	_____
Trustee Patricia Mierisch	_____	_____	_____	_____
Trustee Guy Zambetti	_____	_____	_____	_____
President Rick Zirk	_____	_____	_____	_____

APPROVED THIS ____ DAY OF May, 2011

Village President, Rick Zirk

(SEAL)

ATTEST: _____
Village Clerk, Debra Meadows

Published: _____



Resolution for Improvement by Municipality Under the Illinois Highway Code

Name of Thoroughfare	Route	From	To
Various (See Exhibit A)			

1. That the proposed improvement shall consist of Design Engineering for pavement pulverization or HMA milling,
HMA resurfacing, drainage improvements, restoration and other misc. work.

2. That there is hereby appropriated the (additional ☐ Yes ☒ No) sum of Ninety Seven Thousand
Dollars (\$97,000.00) for the
 improvement of said section from the municipality's allotment of Motor Fuel Tax funds.

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit two certified copies of this resolution to the district office of the Department of Transportation.

I, Village Clerk in and for the
Village of Gilberts
City, Town or Village
County of Kane, hereby certify the
foregoing to be a true, perfect and complete copy of a resolution adopted
by the President and Board of Trustees
Council or President and Board of Trustees
at a meeting on _____
IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this
_____ day of _____
(SEAL)

City, Town, or Village Clerk

Municipality Gilberts (V)	L O C A L A G E N C Y	 Illinois Department of Transportation Preliminary Engineering Services Agreement For Motor Fuel Tax Funds	C O N S U L T A N T	Name Baxter & Woodman, Inc.
Township				Address 8678 Ridgefield Road
County Kane				City Crystal Lake
Section 11-00005-00-RS				State IL

THIS AGREEMENT is made and entered into this _____ day of _____, 2011 between the above Local Agency (LA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the improvement of the above SECTION. Motor Fuel Tax Funds, allotted to the LA by the State of Illinois under the general supervision of the State Department of Transportation, hereinafter called the "DEPARTMENT", will be used entirely or in part to finance ENGINEERING services as described under AGREEMENT PROVISIONS.

Section Description

Name 2011 Road Repair Program

Route _____ Length 5.75 Mi. 30,368.00 FT (Structure No. _____)

Termini Various. See Exhibit A.

Description:

Design engineering services for various road repairs, ENGINEER's project number 110346.40 (See Exhibits A, B, and D).

Agreement Provisions

The Engineer Agrees,

1. To perform or be responsible for the performance of the following engineering services for the LA, in connection with the proposed improvements herein before described, and checked below:
 - a. ☒ Make such detailed surveys as are necessary for the preparation of detailed roadway plans
 - b. ☐ Make stream and flood plain hydraulic surveys and gather high water data, and flood histories for the preparation of detailed bridge plans.
 - c. ☒ Make or cause to be made such soil surveys or subsurface investigations including borings and soil profiles and analyses thereof as may be required to furnish sufficient data for the design of the proposed improvement. Such investigations are to be made in accordance with the current requirements of the DEPARTMENT.
 - d. ☐ Make or cause to be made such traffic studies and counts and special intersection studies as may be required to furnish sufficient data for the design of the proposed improvement.
 - e. ☐ Prepare Army Corps of Engineers Permit, Department of Natural Resources-Office of Water Resources Permit, Bridge waterway sketch, and/or Channel Change sketch, Utility plan and locations, and Railroad Crossing work agreements.
 - f. ☐ Prepare Preliminary Bridge design and Hydraulic Report, (including economic analysis of bridge or culvert types) and high water effects on roadway overflows and bridge approaches.
 - g. ☒ Make complete general and detailed plans, special provisions, proposals and estimates of cost and furnish the LA with five (5) copies of the plans, special provisions, proposals and estimates. Additional copies of any or all documents, if required, shall be furnished to the LA by the ENGINEER at his actual cost for reproduction.
 - h. ☐ Furnish the LA with survey and drafts in quadruplicate of all necessary right-of-way dedications, construction easement and borrow pit and channel change agreements including prints of the corresponding plats and staking as required.

Note: Four copies to be submitted to the Regional Engineer

- i. ☒ Assist the LA in the tabulation and interpretation of the contractors' proposals
 - j. ☐ Prepare the necessary environmental documents in accordance with the procedures adopted by the DEPARTMENT's Bureau of Local Roads & Streets.
 - k. ☐ Prepare the Project Development Report when required by the DEPARTMENT.
- (2) That all reports, plans, plats and special provisions to be furnished by the ENGINEER pursuant to the AGREEMENT, will be in accordance with current standard specifications and policies of the DEPARTMENT. It is being understood that all such reports, plats, plans and drafts shall, before being finally accepted, be subject to approval by the LA and the DEPARTMENT.
- (3) To attend conferences at any reasonable time when requested to do so by representatives of the LA or the Department.
- (4) In the event plans or surveys are found to be in error during construction of the SECTION and revisions of the plans or survey corrections are necessary, the ENGINEER agrees that he will perform such work without expense to the LA, even though final payment has been received by him. He shall give immediate attention to these changes so there will be a minimum delay to the Contractor.
- (5) That basic survey notes and sketches, charts, computations and other data prepared or obtained by the Engineer pursuant to this AGREEMENT will be made available, upon request, to the LA or the DEPARTMENT without cost and without restriction or limitations as to their use.
- (6) That all plans and other documents furnished by the ENGINEER pursuant to this AGREEMENT will be endorsed by him and will show his professional seal where such is required by law.

The LA Agrees,

1. To pay the ENGINEER as compensation for all services performed as stipulated in paragraphs 1a, 1g, 1i, 2, 3, 5 and 6 in accordance with one of the following methods indicated by a check mark:
- a. ☐ A sum of money equal to _____ percent of the awarded contract cost of the proposed improvement as approved by the DEPARTMENT.
 - b. ☒ A sum of money equal to the percent of the awarded contract cost for the proposed improvement as approved by the DEPARTMENT based on the following schedule:

Schedule for Percentages Based on Awarded Contract Cost

Awarded Cost	Percentage Fees	
	Cost plus fixed fee not to	(see note)
Under \$50,000	Exceed \$97,000 (See Exhibit C)	%
		%
		%
		%
		%

Note: Not necessarily a percentage. Could use per diem, cost-plus or lump sum.

2. To pay for services stipulated in paragraphs 1b, 1c, 1d, 1e, 1f, 1h, 1j & 1k of the ENGINEER AGREES at actual cost of performing such work plus 5 percent to cover profit, overhead and readiness to serve - "actual cost" being defined as material cost plus payrolls, insurance, social security and retirement deductions. Traveling and other out-of-pocket expenses will be reimbursed to the ENGINEER at his actual cost. Subject to the approval of the LA, the ENGINEER may sublet all or part of the services provided under the paragraph 1b, 1c, 1d, 1e, 1f, 1h, 1j & 1k. If the ENGINEER sublets all or part of this work, the LA will pay the cost to the ENGINEER plus a five (5) percent service charge.

"Cost to Engineer" to be verified by furnishing the LA and the DEPARTMENT copies of invoices from the party doing the work. The classifications of the employees used in the work should be consistent with the employee classifications for the services performed. If the personnel of the firm, including the Principal Engineer, perform routine services that should normally be performed by lesser-salaried personnel, the wage rate billed for such services shall be commensurate with the work performed.

3. That payments due the ENGINEER for services rendered in accordance with this AGREEMENT will be made as soon as practicable after the services have been performed in accordance with the following schedule:
 - a. Upon completion of detailed plans, special provisions, proposals and estimate of cost - being the work required by paragraphs 1a through 1g under THE ENGINEER AGREES - to the satisfaction of the LA and their approval by the DEPARTMENT, 90 percent of the total fee due under this AGREEMENT based on the approved estimate of cost.
 - b. Upon award of the contract for the improvement by the LA and its approval by the DEPARTMENT, 100 percent of the total fee due under the AGREEMENT based on the awarded contract cost, less any amounts paid under "a" above.

By Mutual agreement, partial payments, not to exceed 90 percent of the amount earned, may be made from time to time as the work progresses.

4. That, should the improvement be abandoned at any time after the ENGINEER has performed any part of the services provided for in paragraphs 1a, through 1h and prior to the completion of such services, the LA shall reimburse the ENGINEER for his actual costs plus _____ percent incurred up to the time he is notified in writing of such abandonment - "actual cost" being defined as in paragraph 2 of THE LA AGREES.
5. That, should the LA require changes in any of the detailed plans, specifications or estimates except for those required pursuant to paragraph 4 of THE ENGINEER AGREES, after they have been approved by the DEPARTMENT, the LA will pay the ENGINEER for such changes on the basis of actual cost plus 147 percent to cover profit, overhead and readiness to serve - "actual cost" being defined as in paragraph 2 of THE LA AGREES. It is understood that "changes" as used in this paragraph shall in no way relieve the ENGINEER of his responsibility to prepare a complete and adequate set of plans and specifications.

It is Mutually Agreed,

1. That any difference between the ENGINEER and the LA concerning their interpretation of the provisions of this Agreement shall be referred to a committee of disinterested parties consisting of one member appointed by the ENGINEER, one member appointed by the LA and a third member appointed by the two other members for disposition and that the committee's decision shall be final.
2. This AGREEMENT may be terminated by the LA upon giving notice in writing to the ENGINEER at his last known post office address. Upon such termination, the ENGINEER shall cause to be delivered to the LA all surveys, permits, agreements, preliminary bridge design & hydraulic report, drawings, specifications, partial and completed estimates and data, if any from traffic studies and soil survey and subsurface investigations with the understanding that all such material becomes the property of the LA. The ENGINEER shall be paid for any services completed and any services partially completed in accordance with Section 4 of THE LA AGREES.
3. That if the contract for construction has not been awarded one year after the acceptance of the plans by the LA and their approval by the DEPARTMENT, the LA will pay the ENGINEER the balance of the engineering fee due to make 100 percent of the total fees due under this AGREEMENT, based on the estimate of cost as prepared by the ENGINEER and approved by the LA and the DEPARTMENT.
4. That the ENGINEER warrants that he/she has not employed or retained any company or person, other than a bona fide employee working solely for the ENGINEER, to solicit or secure this contract, and that he/she has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the ENGINEER, any fee, commission, percentage, brokerage fee, gifts or any other consideration, contingent upon or resulting from the award or making of this contract. For Breach or violation of this warranty the LA shall have the right to annul this contract without liability.

IN WITNESS WHEREOF, the parties have caused the AGREEMENT to be executed in quadruplicate counterparts, each of which shall be considered as an original by their duly authorized officers.

Executed by the LA:

Village of Gilberts of the
(Municipality/Township/County)

ATTEST:

State of Illinois, acting by and through its

By _____

Village Clerk

(Seal)

By _____

Title Village President

Executed by the ENGINEER:

Baxter & Woodman, Inc.

8678 Ridgefield Road

ATTEST:

Crystal Lake, IL 60012

By _____

By _____

Title Deputy Secretary

Title Vice President / COO

Approved

Date

Department of Transportation

Regional Engineer

VILLAGE OF GILBERTS, ILLINOIS
2011 ROAD REPAIR PROGRAM
SECTION NO.: 11-00005-00-RS

EXHIBIT A

PROJECT DESCRIPTION

The PROJECT is expected to include pavement pulverization or Hot-Mix Asphalt removal, and resurfacing, and minor drainage improvements on the following roadways:

<u>STREET</u>	<u>FROM</u>	<u>TO</u>
Sleeping Bear Trail	Whitefeather Lane	End
Running Deer Lane	Whitefeather Lane	End
Red Hawk Path	Running Deer Lane	Sleeping Bear Trail
Whitefeather Lane	Running Deer Lane	Sleeping Bear Trail
Shining Moon Path	Running Deer Lane	Sleeping Bear Trail
Arrowhead Drive	Whitefeather Lane	Tyrell Road
Pierce Street	Tyrell Road	Jean Street
Kathleen Street	Pierce Street	Pauline Court
Joan Court	Pierce Street	End
Andra Court	Pierce Street	End
Jean Street	Pierce Street	Pamela Court
Pamela Court	Towne Street	End
Pauline Court	Towne Street	End
Towne Street	Pauline Court	Towne Court
Towne Court	Towne Street	End
Suzanne Street	Towne Street	End
Deborah Street	Towne Street	End
Kildare Street	Tyrell Road	Welch Street
Kilkenny Court	Kildare Street	End
Welch Street	Tipperary Street	End
Kerry Court	Welch Street	End
Tipperary Street	Hennessy Court	End
Hennessy Court	Tipperary Street	End
Mason Road	Tipperary Street	End
Toll View Terrace	Park Street	End
Toll View Court	Toll View Terrace	End
Wind Mill Place	Toll View Terrace	Tyler Creek Street
Tyler Creek Street	End	End
Park Street	Toll View Terrace	End
Park Court	Park Street	End

The work also includes analysis of existing sidewalks, installing raised detectable warnings at sidewalk ramps to conform to current ADA standards and pavement markings, grading ditches, replacing rusted or collapsed culverts, replacing driveway aprons as necessary to install the new culverts, adding end sections to all new culverts, and restoring parkways with grass seed.

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VILLAGE OF GILBERTS, ILLINOIS
2011 ROAD REPAIR PROGRAM
SECTION NO.: 11-00005-00-RS

EXHIBIT B

SCOPE OF SERVICES

DESIGN SERVICES

1. **MANAGE PROJECT** – Plan, schedule, and control the activities that must be performed to complete the PROJECT including budget, schedule, and scope. Confer with LA staff, from time to time, to clarify and define the general scope, extent and character of the PROJECT and to review available data.
2. **PRELIMINARY PLANS, SPECIFICATIONS, AND ESTIMATE OF COST**
 - **FIELD EVALUATION** – Perform a field evaluation on the condition of existing pavements, and calculate quantities of pavement repair.
 - **TOPOGRAPHIC SURVEY** – Perform topographic surveys of natural and manmade features within the roadway right-of-way of streets to be pulverized and recycled in order to develop base sheets for PROJECT plan and profile drawings and cross sections. Prepare schematic drawings (no topographic survey) of the streets to be milled and overlaid in order to develop base sheets for PROJECT plan drawings. In addition, obtain data of record indicating locations of underground utilities.
 - **PRELIMINARY GEOMETRIC PLANS** – Prepare geometric plans, details and typical sections for the proposed improvements.
 - **ESTIMATE OF COST** – Develop pavement improvement strategies for each street. Prepare a summary of quantities, schedules, and an Engineer's Estimate of Cost.
 - **SPECIAL PROVISIONS** – Prepare special provisions in accordance with IDOT MFT guidelines.
 - **GEOTECHNICAL REPORT** – Employ the services of a geotechnical sub-consultant to take pavement cores for each roadway of the surface and base material to determine the composition of the existing pavement material at locations to be determined during design. The geotechnical consultant will provide an analysis of the cores in accordance with the requirements of the DEPARTMENT.

3. FINAL PLANS, SPECIFICATIONS, AND ESTIMATE OF COST

- QC/QA – Perform an in-house peer review and constructability review of the pre-final plans, specifications, and estimates of cost for the PROJECT.
- FINAL CONTRACT PLANS AND CONTRACT PROPOSAL - Prepare contract documents consisting of Plans, Special Provisions, Contract Proposals, Engineer's Estimate of Probable Construction Cost and Construction Schedule for the LA to receive construction bids.

4. ASSIST BIDDING – Provide documents for bidding and assist the LA in solicitation of bids from as many qualified bidders as possible, receive and evaluate bids, tabulate bids, and make a recommendation to the LA for an award of contract.

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**EXHIBIT C - PRELIMINARY ENGINEERING
2011 ROAD REPAIR PROGRAM**

ROUTE:
LOCAL AGENCY:
SECTION:
PROJECT:
JOB NO.:

Various
VILLAGE OF GILBERTS
11-00005-00-RS
2011 ROAD REPAIR PROGRAM
110346.40

(Municipality/Township/County)

METHOD OF COMPENSATION:
COST PLUS FIXED FEE 1
COST PLUS FIXED FEE 1
COST PLUS FIXED FEE 1
DIRECT LABOR MULTIPLE
SPECIFIC RATE
LUMP SUM

X

14.5% [(DL + R (DL) + OH (DL) + IHDC)
14.5% [(DL + R (DL) + 1.4 (DL) + IHDC)
14.5% [(2.3 + R) DL + IHDC]
[(2.8 + R) DL] + IHDC

* FIRM'S APPROVED RATES ON FILE WITH IDOT'S
BUREAU OF ACCOUNTING AND AUDITING:
OVERHEAD RATE (OH)
COMPLEXITY FACTOR (R)
CALENDAR DAYS

147%
0

COST ESTIMATE OF CONSULTANT SERVICES IN DOLLARS

ELEMENT OF WORK	EMPLOYEE CLASSIFICATION	MAN- HOURS	PAYROLL RATE	PAYROLL COSTS (DL)	OVERHEAD*	SERVICES BY OTHERS	IN-HOUSE DIRECT COSTS (IHDC)	PROFIT	TOTAL
DESIGN SERVICES (110346.40)									
MANAGE PROJECT									
	PRINCIPAL	15	\$50.30	\$755.00	\$1,110.00		\$120.00	\$288.00	\$2,273.00
	SR ENGINEER I	30	\$42.54	\$1,276.00	\$1,876.00			\$457.00	\$3,609.00
PRELIMINARY PLANS, SPECIFICATIONS, AND ESTIMATE OF COST									
FIELD EVALUATION									
TOPOGRAPHIC SURVEY									
	SR ENGINEER III	40	\$47.74	\$1,910.00	\$2,808.00		\$100.00	\$699.00	\$5,517.00
	SR ENGINEER I	5	\$42.54	\$213.00	\$313.00			\$76.00	\$602.00
	CAD OPERATOR II	100	\$29.91	\$2,991.00	\$4,397.00			\$1,071.00	\$8,459.00
	CAD OPERATOR III	158	\$35.25	\$5,570.00	\$8,188.00			\$1,995.00	\$15,753.00
	ENGINEER TECH II	150	\$27.12	\$4,068.00	\$5,960.00		\$245.00	\$1,492.00	\$11,785.00
	ENGINEER I	30	\$31.24	\$937.00	\$1,377.00			\$336.00	\$2,650.00
	SR ENGINEER I	80	\$42.54	\$3,403.00	\$5,002.00			\$1,219.00	\$9,624.00
	ENGINEER I	80	\$31.24	\$2,499.00	\$3,674.00			\$895.00	\$7,068.00
	CAD OPERATOR II	140	\$29.91	\$4,187.00	\$6,155.00			\$1,499.00	\$11,841.00
	SR ENGINEER I	4	\$42.54	\$170.00	\$250.00	\$8,000.00		\$51.00	\$8,481.00
	ENGINEER I	20	\$31.24	\$625.00	\$919.00			\$224.00	\$1,769.00
FINAL PLANS, SPECIFICATIONS, AND ESTIMATE OF COST									
QC/QA									
	SR ENGINEER I	8	\$42.54	\$340.00	\$500.00			\$122.00	\$962.00
	ENGINEER TECH III	4	\$35.80	\$143.00	\$210.00			\$51.00	\$404.00
	SR ENGINEER I	20	\$42.54	\$851.00	\$1,251.00			\$305.00	\$2,407.00
	CAD OPERATOR II	20	\$29.91	\$598.00	\$878.00			\$214.00	\$1,691.00
ASSIST BIDDING									
	CLERICAL	6	\$23.57	\$141.00	\$207.00		\$20.00	\$53.00	\$421.00
	SR ENGINEER I	14	\$42.54	\$596.00	\$876.00			\$213.00	\$1,685.00
		924		\$31,273	\$45,972	\$8,000	\$485	\$11,270	\$97,000
DESIGN SERVICES SUBTOTAL									
IN-HOUSE DIRECT COSTS (INCLUDED IN TOTAL COST):									
VEHICLE EXPENSES - TRAVEL, 951 MI @ \$0.51/MILE									
\$485.00									
SERVICES BY OTHERS (INCLUDED IN TOTAL COST):									
GEOTECHNICAL REPORT (SOIL & MATERIAL CONSULTANTS)									
\$8,000.00									

VILLAGE OF GILBERTS, ILLINOIS
2011 ROAD REPAIR PROGRAM
SECTION NO.: 11-00005-00-RS

EXHIBIT D

ANTICIPATED SCHEDULE

- | | |
|---|---------------------------|
| 1. Project Kick-off Meeting | April 19, 2011 |
| 2. Village Board Notice to Proceed | May 3, 2011 |
| 3. Present Final Contract Documents at Public Meeting
and make adjustments as directed by Village Board
to address comments by the Board and the public | May 24, 2011 |
| 4. Village Board Authorizes Bidding | June 7, 2011 |
| 5. Submit Plans and Bidding Documents to IDOT for
Review | June 8, 2011 |
| 6. IDOT Approval | June 17, 2011 |
| 7. Advertise for Bidding | June 23 and June 30, 2011 |
| 8. Bid Opening | July 6, 2011 |
| 9. Award Contract at Village Board Meeting | July 19, 2011 |
| 10. Pre-construction Conference | August 8, 2011 |
| 11. Begin Construction | August 15, 2010 |
| 12. Complete Construction | November 15, 2011 |

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D.doc

3L

RESOLUTION

VILLAGE OF GILBERTS

(Authorizing an agreement between the Village of Gilberts and Baxter & Woodman to design a SCADA System)

Be it Resolved by the President and Board of Trustees of the Village of Gilberts, Kane County, Illinois that:

Section 1:

The Village of Gilberts hereby authorizes the Village President and Village Clerk to execute a professional service agreement between the Village of Gilberts and Baxter & Woodman and such documents as are necessary and convenient to effectuate the professional service agreement to design a SCADA System as here by attached hereto and made a part hereof as Exhibit A as approved.

Section 2:

This resolution shall be in full force and in effect from and after its passage and approval pursuant to law.

Passed this _____ day of _____, 2011 by a roll call vote as follows:

	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>	<u>Abstain</u>
Trustee Everett Clark	_____	_____	_____	_____
Trustee Dan Corbett	_____	_____	_____	_____
Trustee Nancy Farrell	_____	_____	_____	_____
Trustee Louis Hacker	_____	_____	_____	_____
Trustee Patricia Mierisch	_____	_____	_____	_____
Trustee Guy Zambetti	_____	_____	_____	_____
President Rick Zirk	_____	_____	_____	_____

APPROVED THIS _____ DAY OF May, 2011

Village President, Rick Zirk

(SEAL)

ATTEST: _____
Village Clerk, Debra Meadows

Published: _____



Village of Gilberts - Water System and WWTP SCADA Upgrades - Budget Memo

February 24, 2010

Following are a list of recommended scope items with the associated fees for providing upgrades to the existing Water System and WWTP SCADA systems that will enable more efficient operation of the facilities.

Scope of Services

Network Connectivity and IT Improvements

- Provide desktop workstation at the WWTP to allow operations staff to perform daily functions required to operate the WWTP.
- Provide point-to-point high speed wireless link between the WWTP and WTP to allow network connection of the two facilities. Mesh network radios will be used to allow future expansion of the high speed wireless network.
- Provide Internet connection and security appliance (firewall) at the WTP to allow VPN connectivity to the Village Hall network, and remote access to the new SCADA Server (proposed below).
- Provide laptop to allow remote access to SCADA server from anywhere using an Internet connection (or through the network connection at the WWTP). The laptop can also be used at the WTP for performing required daily administrative tasks.

SCADA Improvements

- Provide SCADA server at the WTP to provide central location for monitoring, supervisory control, trending, alarming, and data collection for both the Water System and WWTP.
 - SCADA graphics for the water system will include an overview screen, tower/altitude valve screen, softener screen, system totals screen, trend screen, and setpoint/control screen to allow adjustment of system parameters.
 - SCADA graphics for the WWTP system will include an overview screen, pump control screens for the Raw Sewage station and RAS/WAS station, blowers screen, system totals screen and trend screen.
 - Alarm software on SCADA server will allow centralized management of alarms and a single location for logging alarms for both the water and WWTP systems.
 - A Data collection and reporting database will be developed to provide data collection of regulatory data for both the water and WWTP systems. Data that is available in the SCADA system will automatically be stored in the database. Data not available in SCADA will be manually entered by operations staff. Operations staff will have the ability to print monthly regulatory reports for both the water and WWTP systems from the historical database.



- Provide two (2) DH+ to Ethernet converters (one at the WWTP and one at the WTP) to allow the SCADA server to communicate to the Programmable Logic Controllers (PLCs).
- Provide PLC programming as required to allow data to be transmitted appropriately to the SCADA system and reporting database.
- Provide tower level transmitter panel and PLC-based SCADA control panel and radio system to connect Tower 3 to the WTP PLC. This tower is currently not connected into the water SCADA system. Although this is not required as the tower currently “floats” on the system and is not used for control, it provides additional information regarding the pressure on the north end of town and could possibly be used for more flexible control options in the future.
- Provide PLC-based SCADA control panel and radio system to connect the Bransik and Conservancy Lift Stations into the SCADA system. This would enable operations staff to better monitor the operation of the lift stations.

Budget Costs

Following is a table with budget costs for the various items in the scope of work above. All costs include labor and materials for an installed system.

Item	Estimated Cost
IT Improvements (Desktop/laptop/firewall)	\$8,000 ¹
Point-to-Point high speed wireless link (WTP to WWTP)	\$12,000
SCADA Improvements	
System design, project coordination, and documentation	\$10,000
SCADA Server Hardware, Software licenses and base setup	\$15,000
SCADA Graphical Software Development	\$18,000
SCADA Alarm software and development	\$4,000
Historical data collection and reporting system	\$10,000
PLC programming modifications	\$5,000
Onsite startup and testing	\$8,000
DH+ to Ethernet converters	\$4,000
Tower 3 Level Transmitter and SCADA connection	\$23,000
Lift Station SCADA connection (\$12,000 each x 2)	\$24,000
TOTAL	\$141,000

M:\GILBV\GENERAL\ADMIN\BUDGET\SCADA\SCADA UPGRADES BUDGET SCOPE-FEE DOC.DOCX

¹ Note: We are assuming the Internet service at the WTP will cost \$80 per month.



B&W Control Systems Integration

8678 Ridgefield Road · Crystal Lake, IL 60012

815.788.3600 office · 815.455.0450 fax · www.bwcsi.com

Quality-Based Selectionⁱ vs. Design/Bid/Build for Technology Projects

Introduction

BWCSI is often asked if a particular community, district, or agency is required to competitively bid their technology or SCADA system work. While we are not lawyers by any means, we have looked up some of the Illinois Statutes related to competitive bidding and have provided some other related information in this document to help our clients make informed decisions when selecting a project methodology.

Preliminary Considerations

The quickest consideration for making a quality-based selection of a Systems Integrator (SI) and/or a Technology Consultant is that our work products (a.k.a. deliverables) are the result of a professional's design, so the capabilities and product differ widely from firm to firm. Unlike constructing a building to detailed specifications, very few agencies (*even including* many traditional engineering firms) even have the expertise to accurately design and specify a SCADA or technology project, making it virtually impossible to ascertain the technical differences in a submitted "bid." When clients select an SI based on price, they are sometimes selecting the firm who decided to cut corners on scope (and price) because the product wasn't accurately defined in the specifications or request for proposal document.

Top 5 Reasons why BWCSI Clients Select us based on Qualifications

1. We are the only Systems Integrator in Illinois and Wisconsin that is "Triple Certified" in the critical technologies that MANY of our clients use:
 - a. We are a GE/Intelligence Solution Provider and a Certified Wonderware Integrator
 - b. We are a Rockwell (Allen Bradley) Registered Integrator
 - c. We are a Microsoft Certified Partner
2. We guarantee our 24x7 responsiveness (response within 30 minutes...every time without failure).
3. We are uniquely skilled in Information Technology Security – we do NOT provide "Security by Obscurity," which many of our competitors claim is the right way to secure applications (by attempting to hide them from the rest of a network). Recognizing the sensitivity of government data, we employ a "Certified Information System Security Professional" (CISSP) that is responsible for the security and network architecture of our projects.
4. We are one of the ONLY Technology Consulting firms that focus exclusively on government. We know government applications in & out (not just computers and networking). It is our unique knowledge on how government technology applications work with government business processes that many clients feel no one else provides quite like us.



BWCSI Case Study

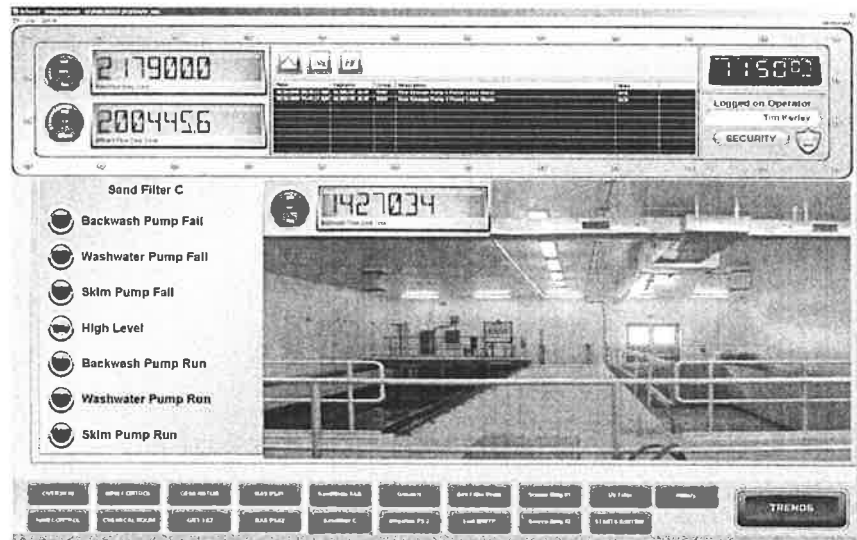
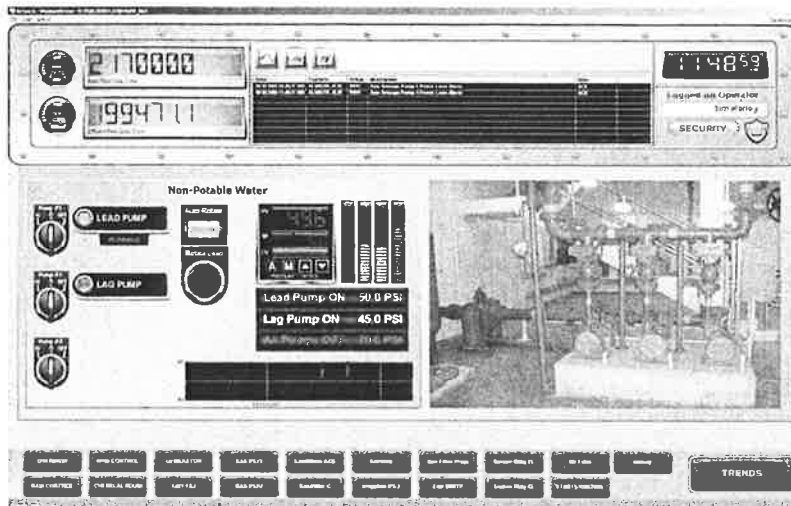
Village of Huntley, IL Water & Wastewater SCADA System

The Village of Huntley's West Wastewater Treatment Plant (WWTP) underwent a significant process upgrade in 2009. Once the Village had decided to upgrade the WWTP, B&W Control

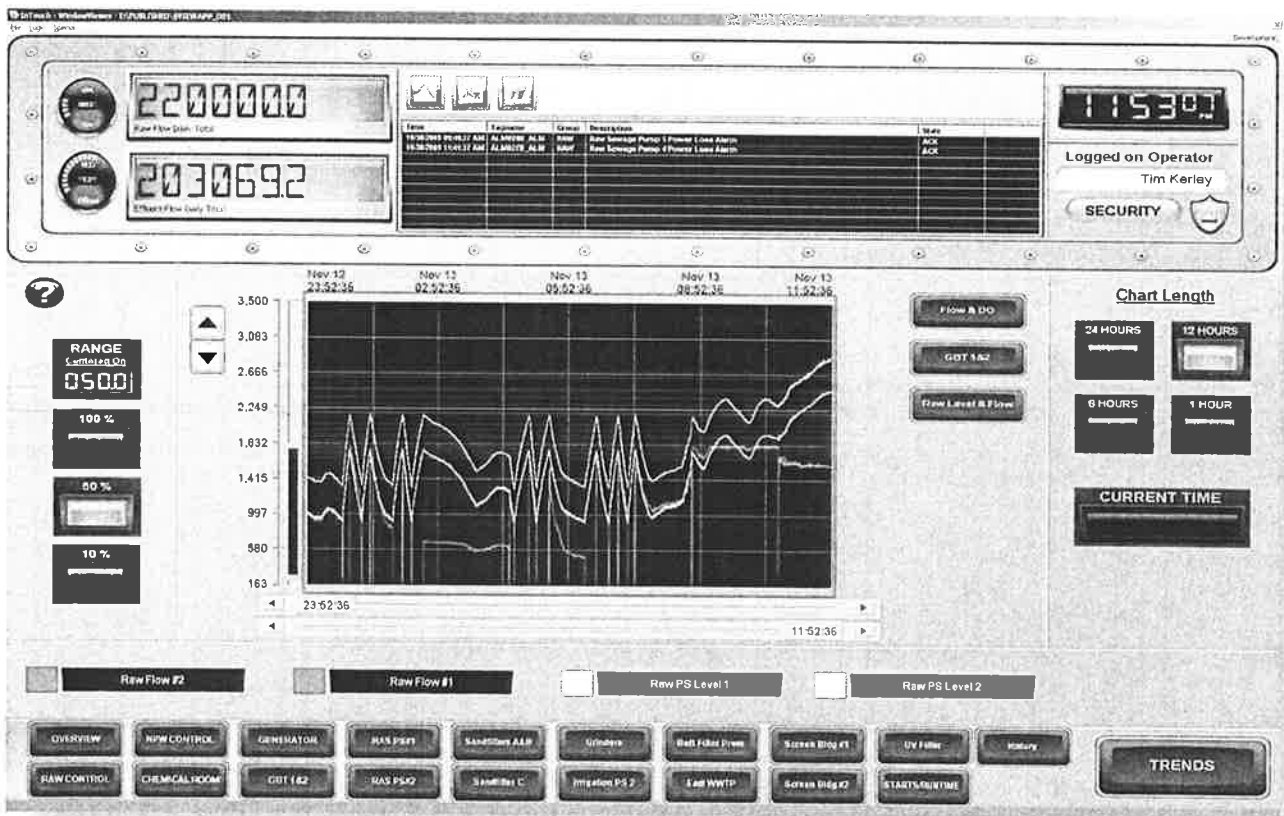
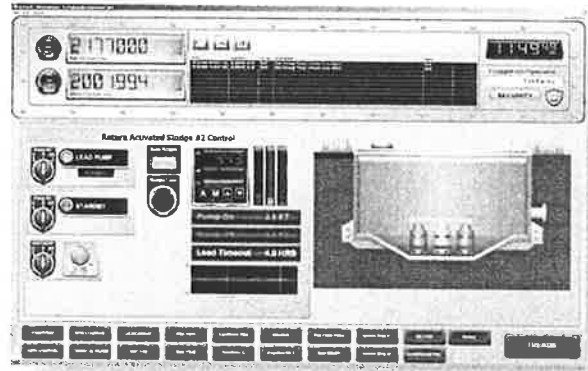
Systems Integration (BWCSI) was retained to design, configure, and install a state-of-the-art Wastewater SCADA system to minimize the amount of time operators spent manually modifying process controls and collecting data, while also maximizing the flexibility of the system. BWCSI was also concurrently upgrading the Village's Water SCADA system with Invensys/Wonderware's InTouch product, and the

Wastewater staff agreed that the same Wonderware products being used for the water system would be ideally suited to supervise and control the new Wastewater Treatment Plant processes. InTouch and the related software was configured and installed onto a new, redundantly-built Dell

PowerEdge server to concentrate and present plant-wide data from over 18 different Programmable Logic Controllers (PLCs), which were used to control and monitor the wastewater treatment process. The WWTP PLC network was designed using an IP-based industrial redundant fiber ring that isolates the controls network from the Village's administrative data and maximizes the bandwidth and reliability for SCADA,



presenting full real-time data information to the operations staff. Wonderware's SCADAAlarm was also configured and is used to notify operators of specific alarm conditions via their mobile phones. Operations staff use a laptop to connect to a broadband Internet connection and establish a secured, encrypted Virtual Private Network connection to the WWTP, authenticate to the SCADA server, then securely manage the plant from anywhere with Internet connectivity. Operator-friendly screens, consistent navigation, and advanced Wonderware System Platform graphics minimize operator learning curve. Data from both the water and wastewater systems is automatically saved in a non-proprietary SQL database, where it is combined with other plant lab data and presented on a consistent web-based reporting platform that is accessible from anywhere on the Village's administrative network.



3M

Proposed sign :
50 Industrial Drive
Joe Lazar

160 in

120 in

 **Gilberts Grape**
Retail Center 

10.75 x 56

72 in

96 in

