



VILLAGE OF PALATINE
VILLAGE HALL - COUNCIL CHAMBERS
200 E. WOOD STREET
PALATINE, IL 60067-5339 – (847) 359-9050
<http://www.palatine.il.us>

VILLAGE COUNCIL & COMMITTEE OF THE WHOLE

AGENDA

JANUARY 7, 2019

Regular Meeting

7:00 PM

I. ROLL CALL

II. ELECTION OF MAYOR PRO TEM

III. PLEDGE TO THE FLAG

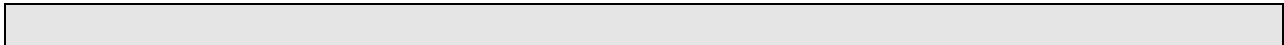
IV. APPROVAL OF MINUTES

1. Village Council & Committee of the Whole - Special Meeting - December 17, 2018

V. MAYOR'S REPORT

1. As Submitted

VI. RECESS TO THE COMMITTEE OF THE WHOLE



VII. COMMITTEE OF THE WHOLE

A. FIRE POLICY & COMMUNITY INFORMATION COMMITTEE

KOLLIN KOZLOWSKI, CHAIRMAN

1. Consider a Motion to Approve the Temporary Closure of Public Streets and Waiver of Fees all Related to the Jaycees' Proposed 2019 Hometown Fest (Council District: Six)
2. Consider a Motion to Approve Items Related to the Village of Palatine's 2019 Downtown Street Fest (Council District: Six)
3. As Submitted

B. INFRASTRUCTURE & ENVIRONMENT COMMITTEE

GREG SOLBERG, CHAIRMAN

1. Consider a Motion to Approve an Intergovernmental Agreement with the Palatine Park District for Fleet Services

2. Consider a Motion Authorizing the Village Manager to Execute a Proposal for Design Services for the Relocation/Replacement of a Water Main on Palatine Road at Winston Drive (Council District: Five)

3. As Submitted

C. ADMINISTRATION, TECHNOLOGY & COMMUNITY HEALTH COMMITTEE

BRAD HELMS, CHAIRMAN

1. Consider a Motion Authorizing the Village Manager to Execute a Contract with Pentegra Systems for a Replacement Police Department Interview Recording System

2. As Submitted

D. BUSINESS FINANCE & BUDGET COMMITTEE

DOUG MYSLINSKI, CHAIRMAN

1. As Submitted

E. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE

TIM MILLAR, CHAIRMAN

1. As Submitted

F. POLICE POLICY & CODE SERVICES COMMITTEE

SCOTT LAMERAND, CHAIRMAN

1. As Submitted

VIII. RECONVENE THE VILLAGE COUNCIL MEETING



IX. CONSENT AGENDA

All items are considered to be routine by the Village Council and will be enacted by one motion, with waiver of first reading. There will be no separate discussion of these items unless a Council Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

1. Consider a Motion to approve Warrant #1
2. Consider a Motion to Approve the Temporary Closure of Public Streets and Waiver of Fees all Related to the Jaycees' Proposed 2019 Hometown Fest (Council District: Six)
3. Consider a Motion to Approve Items Related to the Village of Palatine's 2019 Downtown Street Fest (Council District: Six)

4. Consider a Motion to Approve an Intergovernmental Agreement with the Palatine Park District for Fleet Services
5. Consider a Motion Authorizing the Village Manager to Execute a Proposal for Design Services for the Relocation/Replacement of a Water Main on Palatine Road at Winston Drive (Council District: Five)
6. Consider a Motion Authorizing the Village Manager to Execute a Contract with Pentegra Systems for a Replacement Police Department Interview Recording System
7. Consider an Ordinance Approving a Special Use Amendment to Add Full Massage at 1709 N. Rand Road (Council District: Four)
8. Consider an Ordinance Decreasing the Number of Class D Liquor Licenses by One for Pizzateca at 235 W. Northwest Highway (Council District: Six)

X. REPORTS OF STANDING COMMITTEE**A. ADMINISTRATION, TECHNOLOGY & COMMUNITY HEALTH COMMITTEE**

BRAD HELMS, CHAIRMAN

1. As Submitted

B. BUSINESS FINANCE & BUDGET COMMITTEE

DOUG MYSLINSKI, CHAIRMAN

1. As Submitted

C. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE

TIM MILLAR, CHAIRMAN

1. As Submitted

D. FIRE POLICY & COMMUNITY INFORMATION COMMITTEE

KOLLIN KOZLOWSKI, CHAIRMAN

1. As Submitted

E. INFRASTRUCTURE & ENVIRONMENT COMMITTEE

GREG SOLBERG, CHAIRMAN

1. As Submitted

F. POLICE POLICY & CODE SERVICES COMMITTEE

SCOTT LAMERAND, CHAIRMAN

1. As Submitted

XI. REPORTS OF THE VILLAGE OFFICERS

A. VILLAGE MANAGER

1. As Submitted

B. VILLAGE CLERK

1. As Submitted

C. VILLAGE ATTORNEY

1. As Submitted

XII. CLOSED SESSION AS REQUIRED

XIII. RECOGNITION OF AUDIENCE

XIV. ADJOURNMENT



VILLAGE OF PALATINE
 VILLAGE HALL - COUNCIL CHAMBERS
 200 E. WOOD STREET
 PALATINE, IL 60067-5339 – (847) 359-9050
<http://www.palatine.il.us>

SPECIAL VILLAGE COUNCIL MEETING

MINUTES

DECEMBER 17, 2018

5:30 PM

I. ROLL CALL – TIME: 5:30 PM

Attendee Name	Title	Status	Arrived
Jim Schwantz	Mayor	Present	
Tim Millar	District 1 Councilman	Present	
Scott Lamerand	District 2 Councilman	Absent	5:32 PM
Doug Myslinski	District 3 Councilman	Present	
Greg Solberg	District 4 Councilman	Present	
Kollin Kozlowski	District 5 Councilman	Present	
Brad Helms	District 6 Councilman	Present	

Also Present:

Village Clerk Marg Duer, Village Manager Reid Ottesen, Deputy Village Manager Mike Jacobs, Village Attorney Patrick Brankin, Public Works Director Matt Barry

II. PLEDGE TO THE FLAG

Mayor Schwantz invited everyone to stand and join him in the Pledge to the Flag.

III. APPROVAL OF MINUTES

RESULT:	ADOPTED BY VOICE VOTE [UNANIMOUS]
MOVER:	Doug Myslinski, District 3 Councilman
SECONDER:	Tim Millar, District 1 Councilman
AYES:	Millar, Myslinski, Solberg, Kozlowski, Helms
ABSENT:	Lamerand

1. Village Council & Committee of the Whole - Special Meeting - December 10, 2018
2. Village Council & Committee of the Whole - Regular Meeting - December 10, 2018

The motion was to approve in a single vote the Minutes of the Special Meeting and the Regular Village Council Meeting.

Minutes Acceptance: Minutes of Dec 17, 2018 5:30 PM (APPROVAL OF MINUTES)

IV. MAYOR'S REPORT

1. As Submitted -

Mayor Schwantz announced upcoming events:

Thursday December 20: 4PM - 7PM

Palatine Park District Job Fair
Community Center

Saturday December 22: 2PM - 4PM

Grade Power Learning's Christmas Party

Yard Waste Collection

Christmas trees and wreaths may be placed at the curb on your regular collection day throughout December and January. Curbside yard waste collection will resume the week of April 1, 2019.

Note: The Village of Palatine wishes everyone a happy and safe holiday season. As a reminder, Village Hall will be closed Monday, December 24 and Tuesday, December 25. Village Hall will resume normal business hours on Wednesday, December 26 at 8AM.

V. RECESS – TIME: 5:32 PM

Motion to Recess to Committee of the Whole - **Motion Carried by Voice Vote**

RESULT:	MOTION CARRIED BY VOICE VOTE [UNANIMOUS]
MOVER:	Brad Helms, District 6 Councilman
SECONDER:	Greg Solberg, District 4 Councilman
AYES:	Millar, Myslinski, Solberg, Kozlowski, Helms
ABSENT:	Lamerand

RECESS

VI. COMMITTEE OF THE WHOLE

A. INFRASTRUCTURE & ENVIRONMENT COMMITTEE

GREG SOLBERG, CHAIRMAN

1. Consider an Ordinance Authorizing the Mayor to Execute a Redevelopment Agreement with KF Walter Inc. and the Village of Palatine for the Properties Located at 1500, 1532 & 1548 N. Hicks Road - **Motion Carried by Voice Vote**

Village Manager Reid Ottesen explained that as part of the recently approved 12-unit residential development at 1500, 1532 & 1548 N. Hicks Road, the

Developer agreed to install a 600 foot storm sewer south on Elm Street benefiting the subject property and neighboring properties, including some TIF properties, using the most direct route. The proposed agreement includes a not to exceed amount of \$120,000 for the Village's 37% contribution. Staff recommends approval of an ordinance authorizing the Mayor to execute a Redevelopment Agreement between KF Walter Inc. and the Village of Palatine.

In response to Councilman Millar, Ottesen stated that there is no recapture associated with this project; the existing homes to the south will benefit.

RESULT:	MOTION CARRIED BY VOICE VOTE [UNANIMOUS]
MOVER:	Doug Myslinski, District 3 Councilman
SECONDER:	Kollin Kozlowski, District 5 Councilman
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

2. Gateway Center Parking Deck:

RESULT:	ADOPTED BY VOICE VOTE [UNANIMOUS]
MOVER:	Tim Millar, District 1 Councilman
SECONDER:	Kollin Kozlowski, District 5 Councilman
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

- A. Consider a Motion Authorizing the Village Manager to Execute a Proposal for Engineering Services for the Repair of the Gateway Center Parking Deck - **Approved**

The motion was to approve items A and B.

Village Manager Reid Ottesen explained the Gateway Center Parking Deck suffered damage from a vehicle fire in August, 2018. Walker Restoration Consultants, of Hoffman Estates, Illinois, previously performed condition assessments and engineering work at this facility and recently evaluated the fire damage. Staff recommends authorizing the Village Manager to execute the proposal from Walker Restoration Consultants to develop construction documents and perform construction engineering services for the repair of the Gateway Center Parking Deck in an amount not-to-exceed \$25,000.

Ottesen also reported that the fire damage at the parking deck could best be repaired by J. Gill and Company, of Tinley Park, Illinois, having been identified as a pre-qualified vendor through Walker Parking Consultants. Staff recommends waiving the formal bid process and authorizing the Village Manager to execute a contract with J. Gill and Company.

- B. Consider a Motion Waiving the Bidding Requirements and Authorizing the Village Manager to Negotiate a Contract with J. Gill and Company for Fire Damage Restoration at the Gateway Center Parking Deck - **Approved**

Voted in previous Voice vote.

3. As Submitted -

Nothing was submitted.

B. ADMINISTRATION, TECHNOLOGY & COMMUNITY HEALTH COMMITTEE

BRAD HELMS, CHAIRMAN

1. As Submitted -

Nothing was submitted.

C. BUSINESS FINANCE & BUDGET COMMITTEE

DOUG MYSLINSKI, CHAIRMAN

1. As Submitted -

Nothing was submitted.

D. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE

TIM MILLAR, CHAIRMAN

1. As Submitted -

Nothing was submitted.

E. FIRE POLICY & COMMUNITY INFORMATION COMMITTEE

KOLLIN KOZLOWSKI, CHAIRMAN

1. As Submitted -

Nothing was submitted.

F. POLICE POLICY & CODE SERVICES COMMITTEE

SCOTT LAMERAND, CHAIRMAN

1. As Submitted -

Nothing was submitted.

VII. RECONVENE – TIME: 5:40 PM

Motion to Reconvene the Village Council Meeting - **Motion Carried by Voice Vote**

Minutes Acceptance: Minutes of Dec 17, 2018 5:30 PM (APPROVAL OF MINUTES)

RESULT:	MOTION CARRIED BY VOICE VOTE [UNANIMOUS]
MOVER:	Brad Helms, District 6 Councilman
SECONDER:	Doug Myslinski, District 3 Councilman
AYES:	Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

VIII. CONSENT AGENDA

All items are considered to be routine by the Village Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

RESULT:	ADOPTED BY ROLL CALL [UNANIMOUS]
MOVER:	Scott Lamerand, District 2 Councilman
SECONDER:	Doug Myslinski, District 3 Councilman
AYES:	Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

1. Consider a Motion to approve Warrant #24 - **Approved**
2. Consider an Ordinance Authorizing the Mayor to Execute a Redevelopment Agreement with KF Walter Inc. and the Village of Palatine for the Properties Located at 1500, 1532 & 1548 N. Hicks Road - **Approved**

Ordinance # O-144-18

3. Consider a Motion Authorizing the Village Manager to Execute a Proposal for Engineering Services for the Repair of the Gateway Center Parking Deck - **Approved**
4. Consider a Motion Waiving the Bidding Requirements and Authorizing the Village Manager to Negotiate a Contract with J. Gill and Company for Fire Damage Restoration at the Gateway Center Parking Deck - **Approved**
5. Consider an Ordinance Amending the Employment Agreement Between the Village of Palatine and the Village Manager - **Approved**

Ordinance #O-145-18

6. Consider a Resolution Releasing the Planned Development Letter of Credit for Newberry Lane Subdivision - **Adopted by Roll Call**

Resolution #R-42-18

7. Consider a Resolution Reducing the Newberry Lane Subdivision Public Improvement Letter of Credit and Commencing the One-Year Maintenance Period for Newberry Lane Subdivision - **Adopted by Roll Call**

Resolution #R-43-18

Minutes Acceptance: Minutes of Dec 17, 2018 5:30 PM (APPROVAL OF MINUTES)

IX. REPORTS OF STANDING COMMITTEE**A. ADMINISTRATION, TECHNOLOGY & COMMUNITY HEALTH COMMITTEE***BRAD HELMS, CHAIRMAN*

1. As Submitted -

No Report

B. BUSINESS FINANCE & BUDGET COMMITTEE*DOUG MYSLINSKII, CHAIRMAN*

1. As Submitted -

No Report

C. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE*TIM MILLAR, CHAIRMAN*

1. As Submitted -

D. FIRE POLICY & COMMUNITY INFORMATION COMMITTEE*KOLLIN KOZLOWSKI, CHAIRMAN*

1. As Submitted -

No Report

E. INFRASTRUCTURE & ENVIRONMENT COMMITTEE*GREG SOLBERG, CHAIRMAN*

1. As Submitted -

No Report

F. POLICE POLICY & CODE SERVICES COMMITTEE*SCOTT LAMERAND, CHAIRMAN*

1. As Submitted -

No Report

Minutes Acceptance: Minutes of Dec 17, 2018 5:30 PM (APPROVAL OF MINUTES)

X. REPORTS OF THE VILLAGE OFFICERS**A. VILLAGE MANAGER**

1. As Submitted -

No Report

B. VILLAGE CLERK

1. As Submitted -

No Report

C. VILLAGE ATTORNEY

1. As Submitted -

No Report

XI. CLOSED SESSION AS REQUIRED

1. 5001 : Request for Closed Session - Dec. 17, 2018 and Adjournment -
Approved by Voice Vote

Village Attorney Patrick Brankin requested a Closed Session pursuant to 5 ILCS 120/2 (C) (1), (5), (6) and (21) and adjournment.

RESULT:	APPROVED BY VOICE VOTE [UNANIMOUS]
MOVER:	Brad Helms, District 6 Councilman
SECONDER:	Kollin Kozlowski, District 5 Councilman
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

XII. RECOGNITION OF AUDIENCE

No one came forward.

XIII.ADJOURNMENT – TIME: 5:43 PM

1. Motion to Adjourn the Village Council Meeting - **Motion Carried by Voice Vote**

Voted with the vote for Closed Session.

RESULT:	MOTION CARRIED BY VOICE VOTE [UNANIMOUS]
MOVER:	Brad Helms, District 6 Councilman
SECONDER:	Kollin Kozlowski, District 5 Councilman
AYES:	Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

SUBMITTED BY:

Margaret R. Duer
Village Clerk

Minutes Acceptance: Minutes of Dec 17, 2018 5:30 PM (APPROVAL OF MINUTES)

Consider a Motion to Approve the Temporary Closure of Public Streets and Waiver of Fees all Related to the Jaycees' Proposed 2019 Hometown Fest

BACKGROUND: The Palatine Jaycees will be holding their annual Hometown Fest from Wednesday, July 3 - Sunday, July 7, 2019. This festival is the largest fundraiser of the year for the Jaycees, with proceeds going directly back to the community through the many programs they sponsor. The proposed festival hours are as follows:

- Wednesday, July 3: 5 pm - Midnight (Special Needs Carnival from 1 - 3 PM)
- Thursday, July 4: Noon - Midnight
- Friday, July 5: Noon - Midnight (Fireworks at dusk - 9:30 pm)
- Saturday, July 6: Noon - Midnight (Parade - 11 am)
- Sunday, July 7: Noon to - 5 pm

KEY ISSUES: The Jaycees are requesting approval of the following:

1. Waiver of fees for Village services, permits, and licenses.
2. Temporary closure of Wood Street, between Mozart Street and Oak Street, from Monday, July 1st at 7 AM - Sunday, July 7th for the carnival. This approval would be subject to access being maintained to the Village Hall and Park District facilities throughout the event.
3. Setup will begin Tuesday, July 2 and tear down will start Sunday afternoon on July 7th and conclude on Monday, July 8.
3. Temporary closure of streets on Saturday, July 6 for the parade.
4. The proposed event hours are consistent with what was approved by the Palatine Park District at their November 27, 2018 Board Meeting.

ALTERNATIVES:

1. Approve the request for the temporary closure of public streets and the waiver of Village fees.
2. Do not approve the request for the temporary closure of public streets and the waiver of Village fees.

RECOMMENDATION:

Staff recommends approval of the Palatine Jaycees Hometown Fest and related requests.

ACTION REQUIRED:

A motion to approve the request for the temporary closure of public streets and the waiver of Village fees, subject to the conditions outlined above.

ATTACHMENTS:

- Hometown Fest-Jaycees 2019



Alabama

Arizona

Arkansas

California

Colorado

Connecticut

Delaware

Florida

Georgia

Hawaii

Illinois

Indiana

Iowa

Kansas

Kentucky

Louisiana

Maryland

Michigan

Minnesota

Mississippi

Missouri

Montana

Nebraska

New Jersey

New York

North Carolina

North Dakota

Ohio

Oklahoma

Oregon

Pennsylvania

South Carolina

South Dakota

Tennessee

Texas

Virginia

Washington

West Virginia

Wisconsin

Wyoming

December 4, 2018

Doris Sadik
Village of Palatine
200 E Wood Street
Palatine, IL 60067

Dear Doris,

On behalf of the Palatine Jaycees, we would like to formally request the needed Village approvals to hold the 62nd Annual Palatine Jaycees Hometown Fest. The festival will take place at Community Park in Palatine. It is scheduled to begin on Wednesday, July 3rd, 2019 and will conclude on Sunday, July 7th, 2019.

We attended the Park District Board Meeting on November 27st. The Board approved our proposal for Hometown Fest 2019. Attached is the approved permit.

We would like to request permission to sell beer and wine during the following dates and times:

Wednesday, July 3rd: 5:00 pm to 12:00am (Last call at 11:45pm)

Thursday, July 4th: 5:00 pm to 12:00am (Last call at 11:45pm)

Friday, July 5th: 12:00 pm to 12:00am (Last call at 11:45pm)

Saturday, July 6th: 12:00 pm to 12:00am (Last call at 11:45pm)

Sunday, July 7th: 12:00 pm to 5:00pm (Last call at 4:45pm)

We would like to request that Wood Street be closed between Oak Street and Mozart Street from Monday, July 1st in the early morning (approximately 7 am) to Thursday, July 7th for the purpose of the carnival.

We would also like to request a waiver of all fees associated with the festival.

Other notable events we have scheduled for the festival include: (full schedule is attached)

- Friday July 5th Fireworks by Mad Bomber at dusk approx. 9:30pm
- Saturday July 6th Parade 11am kickoff
- Carnival-
 - Wednesday July 3rd 1-3pm Special Needs Carnival
 - Thursday July 4th 5pm-12am
 - Friday July 5th 5pm-12am
 - Saturday July 6th 12pm-12am
 - Sunday July 7st 12pm-5pm



Alabama

Arizona

Arkansas

California

Colorado

Connecticut

Delaware

Florida

Georgia

Hawaii

Illinois

Indiana

Iowa

Kansas

Kentucky

Louisiana

Maryland

Michigan

Minnesota

Mississippi

Missouri

Montana

Nebraska

New Jersey

New York

North Carolina

North Dakota

Ohio

Oklahoma

Oregon

Pennsylvania

South Carolina

South Dakota

Tennessee

Texas

Virginia

Washington

West Virginia

Wisconsin

Wyoming

At a date to be determined, we can present our requests to the Council at a Village Board meeting.

On behalf of the Palatine Jaycees and the Hometown Fest Committee, thank you in advance for your support in making this project a success. We are incredibly grateful for our positive relationship and know that the success of Hometown Fest depends highly on that relationship. We are looking forward to working with you on this year's fest. Please contact us at any time with any questions you might have.

Sincerely,

Jay Nagle
Palatinehometownfest19@gmail.com

John Healey
Palatinehometownfest19@gmail.com

Palatine Jaycees
 Hometown Fest 2018 Co-Chairs



2019 Hometown Fest Schedule

Alabama
Arizona
Arkansas
California
Colorado
Connecticut
Delaware
Florida
Georgia
Hawaii
Illinois
Indiana
Iowa
Kansas
Kentucky
Louisiana
Maryland
Michigan
Minnesota
Mississippi
Missouri
Montana
Nebraska
New Jersey
New York
North Carolina
North Dakota
Ohio
Oklahoma
Oregon
Pennsylvania
South Carolina
South Dakota
Tennessee
Texas
Virginia
Washington
West Virginia
Wisconsin
Wyoming

Saturday, June 22, 2019

- Tractor Training
- Organize Park district shed
- Pump Check
- Safety training for committee chairs

Tuesday, July 2, 2019

- Set-up

Wednesday, July 3, 2019

(Fest open to public 5:00 to midnight)

- Setup is complete
- Kathleen Blank Memorial Carnival
- Scavenger Hunt - Start
- Carnival opens
- Food
- Beverages
- Entertainment

Thursday, July 4, 2019

(Fest open to public noon-midnight)

- Food
- Carnival
- Beverages
- Entertainment
- Start Kickball Tournament

Friday, July 5, 2019

(Fest open to public noon-midnight)

- Fireworks
- Food
- Carnival
- Beverages
- Entertainment

Saturday, July 6, 2019

(Fest open to public noon-Midnight)

- Food
- Parade
- Expo
- Kickball finals
- Scavenger Hunt - End
- Beverages
- Entertainment
- Carnival
- Hometown Toss

Sunday July 7th, 2019

(Fest open noon to 5:00)

- Food
- Beverages
- Carnival
- Expo
- Family Day
- Tear Down (Start)

Monday July 8th, 2019

- Tear down complete

Attachment: Hometown Fest-Jaycees 2019 (2019 Hometown Fest)

VILLAGE OF PALATINE SPECIAL EVENT PERMIT APPLICATION

THIS FORM MUST BE COMPLETED IN FULL AND SUBMITTED 60 DAYS PRIOR TO THE EVENT
Village Manager's Office, 200 E. Wood St., Palatine, IL 60067 Fax: 847-359-9094

INSTRUCTIONS: PLEASE TYPE OR PRINT CLEARLY. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.

GENERAL EVENT INFORMATION

Name of Event

Palatine Jaycees Hometown Fest 2019

Exact Address of Event

Community Park 262 E Palatine Road 60067

Type of Event (Check all applicable)

☒ Festival ☐ Run/Walk ☒ Parade ☐ Car Show ☒ Craft Fair ☒ Fireworks ☒ Other Kick Ball Tournament

Date(s) of Event

July 3, 2019 - July 7, 2019

Hours of Event

12pm - 12am

Total Hours (Step-up - Tear down)

80 hours

Phone number/website for publication

847-604-0288 www.palatinejaycees.com

Estimated attendance

50,000

Last years actual attendance

50,000

Describe the event's community and/or cultural benefit

Annual 4th of July Celebration with carnival, food, entertainment, and special events for families

SPONSORING ORGANIZATION INFORMATION

Name of Sponsoring Organization

Palatine Jaycees

Contact person from Sponsoring Organization

Barbara Cima, President

Sponsoring Organization Address

PO BOX 1517

City

Palatine

Zip

60078

Phone Number

847-604-0288

E-Mail

info@palatinejaycees.org

Website

www.palatinejaycees.com

ORGANIZER/COORDINATOR INFORMATION

Name of Organizer/Coordinator

Jay Nagle

E-mail

palatinehometownfest2019@gmail.com

Organizer/Coordinator Address

1305 N Doe

City

Palatine

Zip

60067

Phone Number

847-863-4307

Cell Phone Number

847-863-4307

Fax Number

EMERGENCY CONTACT INFORMATION

Name of Emergency Contact

John Healey

E-mail

jehealey21@gmail.com

Emergency Contact Address

209 W Johnson St. Apt. 1

City

Palatine

Zip

60067

Phone Number (24hours)

630-386-6077

Cell Phone Number

630-386-6077

Fax Number

VILLAGE OF PALATINE SPECIAL EVENT PERMIT APPLICATION

THIS FORM MUST BE COMPLETED IN FULL AND SUBMITTED 60 DAYS PRIOR TO THE EVENT
Village Manager's Office, 200 E. Wood St., Palatine, IL 60067 Fax: 847-359-9094

INSTRUCTIONS: PLEASE TYPE OR PRINT CLEARLY. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.

EVENT OVERVIEW

Are you providing/serving food at your event that is considered potentially hazardous, being prepared on-site, or being re-packed and sold in bulk?

☒ Yes ☐ No

If yes, how many vendors? 12

Below are some foods exempt from a permit (not all are listed):
-Pre-packaged, non-potentially hazardous foods (i.e. packaged cookies, chips, crackers, bread, etc.)
-Non-potentially hazardous, minimally cut, unprocessed fruits or vegetables (i.e. apples, bananas, etc.)

QUESTIONS ON WHAT QUALIFIES AS EXEMPT? CALL (847) 359-9090.

Each vendor must submit a Temporary Food Event Permit Application 14 days prior to the event. Applications can be found at:
<http://www.palatine.il.us/events/forms/applications.aspx>.
Questions? Contact (847) 359-9090. Please see application for full details on what is required.

Are you erecting either: (1) tent(s) larger than 20'x40' (or 800 sq. ft.) or (2) that accommodates more than 100 people or (3) temporary structure(s) (i.e. stage) taller than 2' in height or (4) that will be equipped with temporary electrical power?

☒ Yes ☐ No

If yes, you must submit a Temporary Structure Permit Application 30 days prior to the event. Applications can be found at:
<http://www.palatine.il.us/events/forms/applications.aspx>.
Questions? Contact (847) 359-9037. Electric submissions are NOT accepted. Please see application for full details on what is required.

Are you serving alcoholic beverages at your event?

☒ Yes ☐ No

Alcohol vendors must submit a Special Event Liquor License 60 days prior to the event. You must obtain a Special Event Liquor License for each liquor vendor. Applications can be found at:
<http://www.palatine.il.us/events/forms/applications.aspx>.
Questions? Contact (847) 359-9031.

Will the event include a Race/Walk or Parade?

☒ Yes ☐ No

If yes, you must complete, Page 3, Section 1.

Will electronic sound amplification equipment or a public address system be used at the event?

☒ Yes ☐ No

If yes, you must complete, Page 3, Section 2.

Are you utilizing any public parking lots, Village streets or other Village property for your event?

☒ Yes ☐ No

If yes, you must complete, Page 3, Section 3.

ACKNOWLEDGEMENT/SIGNATURE

By signing this document, I certify that the information provided above is correct. I agree to conduct the special event in compliance with all applicable codes, ordinances, laws and the conditions contained in the special event permit.



Signature of Organizer

12/6/18

Date

Application must include the following documentation

- ☒ Special Event Application (Page 1, 2, 3, 4)
- ☒ Certificate of Insurance (see Section 5)
- ☒ Site Plan and/or Race/Parade Route Map

***You MUST submit a new site plan or parade/race route on an annual basis.**

APPLICATIONS WITH MISSING INFORMATION WILL NOT BE PROCESSED.

Attachment: Hometown Fest-Jaycees 2019 (2019 Hometown Fest)

VILLAGE OF PALATINE

SPECIAL EVENT PERMIT APPLICATION

THIS FORM MUST BE COMPLETED IN FULL AND SUBMITTED 60 DAYS PRIOR TO THE EVENT
Village Manager's Office, 200 E. Wood St., Palatine, IL 60067 Fax: 847-359-9094

INSTRUCTIONS: PLEASE TYPE OR PRINT CLEARLY. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.

Name of Event

Palatine Jaycees Hometown Fest 2019

SECTION 1: RACE/WALK, PARADE INFORMATION

☐ Not Applicable

Starting Location

Slade and Cedar

Ending Location

Wood and Oak

Approximate Number of Attendees (runners/marchers)

1000

Approximate Number of Vehicles (cars/floats)

70

Location of Assemble (Registration)

Wood and Cedar

Location of Personal Vehicle Parking

Clean Air Parking lot on Wood St.

Please attach a course map, with location of the staging area, start/finish lines, and water/first aid stations

SECTION 2: NOISE CONTROL PLAN

☐ Not Applicable

Please attach a Site Plan, with the location of the stages and sound systems,
the location and direction of all speakers, and the proximity to residential properties

Amplified sound will be used from: (am/pm)

11am

Amplified sound will be used to: (am/pm)

12am

Describe the sound system(s)

Sound controlled by Big Audio (Same as previous years)

Explain how the sound will be controlled and identify the means by which it can be further controlled if necessary:

Bands will play until midnight, no later. Sounds will be from the band shell only and directed north



The Village has the right to require applicants to revise locations, hours, or plans to control amplified music/speech.

SECTION 3: PARKING LOT/PROPERTY USAGE/CLOSURE INFORMATION

☐ Not Applicable

Public Parking Lot / Property Intended for "Event"

Lot Number or Location

Date of Closure

Time of Closure

Date to Reopen

Time of Reopen

Village Hall Parking Lot

7/1/19

6am

7/8/19

6am

Village Hall Parking Lot

Village Hall Parking Lot

1. No staking in the street or public parking lot is permitted.
2. Only chalk or other Village approved marking is permitted (no spray paint).
3. Any debris/stains must be removed immediately prior to the opening of the street/public parking lot.
4. No structures may be erected on any street/public parking Lot without prior approval/permit.

VILLAGE OF PALATINE SPECIAL EVENT PERMIT APPLICATION

THIS FORM MUST BE COMPLETED IN FULL AND SUBMITTED 60 DAYS PRIOR TO THE EVENT
Village Manager's Office, 200 E. Wood St., Palatine, IL 60067 Fax: 847-359-9094

INSTRUCTIONS: PLEASE TYPE OR PRINT CLEARLY. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.

SECTION 4: INDEMNITY/HOLD HARMLESS AGREEMENT

Name of Sponsoring Organization

Palatine Jaycees

Name of Event

Hometown Fest 2019

Date(s) of Event

7/3/19 - 7/7/19

To the fullest extent permitted by law, the Organization hereby agrees to defend, indemnify and hold harmless the Village of Palatine, its officials, agents and employees, against all injuries, deaths, loss, damages, claims, patent claims, suits, liabilities, judgments, cost and expenses, which may in any way accrue against the Village of Palatine, its officials, agents and employees, arising in whole or in part or in consequence of the Event, and/or its employees, and or subcontractors' participation in Event, or which may in any way result therefore. The Organization shall, at its own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefore or incurred in connection therewith, and, if any judgment shall be rendered against the Village of Palatine, its officials, agents and employees, in any such action, the Organization shall, at its own expense, satisfy and discharge the same.

The Organization expressly understands and agrees that any performance bond or insurance policies required by the Village of Palatine, or otherwise provided by the Organization shall in no way limit the responsibility to indemnify, keep and save harmless and defend the Village of Palatine, its officials, agents and employees as herein provided.

The Organization expressly understands and agrees that the Village shall be named as an additional insured party on the insurance policy and that the Organization shall have no permission or authority to engage in the Event until evidence deemed acceptable to the Village has been provided to establish that the Village has been named as an additional insured party on the insurance policy.

Barbara Cima

SIGNATURE

Barbara Cima

President

12/5/18

PRINT NAME

TITLE/POSITION

DATE

SECTION 5: INSURANCE REQUIREMENTS

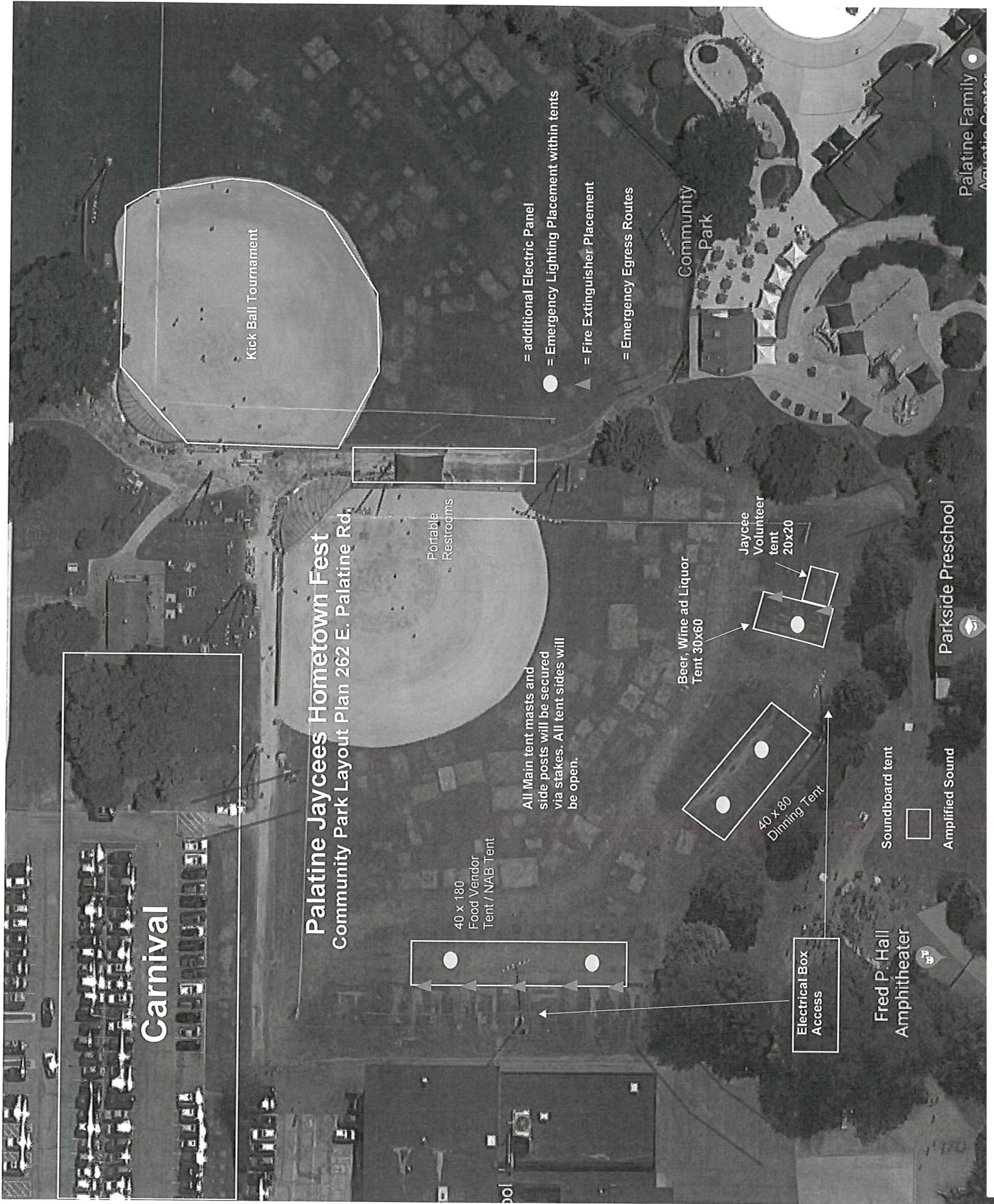
INSURANCE REQUIREMENTS

Sponsoring Organization will be required to provide an original Certificate of Insurance evidencing the following insurance minimums:

Commercial General Liability - minimum \$1,000,000 per occurrence

Final acceptance of applicant is contingent on applicant naming the Village of Palatine, their employees, agents and officials as additional insured.

Attachment: Hometown Fest-Jaycees 2019 (2019 Hometown Fest)



Attachment: Hometown Fest-Jaycees 2019 (2019 Hometown Fest)



Consider a Motion to Approve Items Related to the Village of Palatine's 2019 Downtown Street Fest

BACKGROUND:

The Village of Palatine will be holding its annual Downtown Palatine Street Fest on August 23 - 25, 2019. Street Fest is an opportunity for local non-profit organizations to display their community services. In addition, the Fest will once again feature Palatine food establishments to showcase their cuisine for all visitors.

KEY ISSUES:

The following approvals are being requested in conjunction with the proposed 2019 Downtown Palatine Street Fest event:

1. Temporary waiver of the sound amplification ordinance for live music and performances;
2. Waiver of fees for Village services, permits, and licenses;
3. Waiver of the building construction hours;
4. Temporary closure of public streets from 5 AM on Friday, August 23 until noon on Monday, August 26;
5. Temporary Closure of Parking Lot G (main stage) beginning on Thursday, August 22 as well as Village Lots I (staging area), J (dumpsters), K and L (event set up & handicapped parking) beginning on Friday, August 23 through Monday, August 26. In addition, there will be several areas in which on-street parking will also be blocked off to accommodate the event;
6. A motion authorizing the Village Manager to enter into contracts/agreements related to the 2019 Downtown Palatine Street Fest;
7. The Village will again allow food vendors from outside the Village of Palatine to participate in the event; and
8. A motion authorizing Staff to request a Class E Temporary Liquor License for the purpose of selling alcoholic beverages.

ALTERNATIVES:

1. Approve the 2019 Downtown Palatine Street Fest.
2. Refer back to Staff with comments.

RECOMMENDATION:

Staff recommends approval of the 2019 Downtown Palatine Street Fest.

ACTION REQUIRED:

A motion to approve the Annual Downtown Palatine Street Fest and related requests.

ATTACHMENTS:

- Street Fest 2019 - Requested Approvals Summary Memo
- Ravenswood Proposal - Street Fest 2019
- Ravenswood Sponsorship - Street Fest 2019

MEMORANDUM

Date: January 3, 2019

To: Reid Ottesen, Village Manager

From: Mike Jacobs, Deputy Village Manager

Re: Street Fest 2019



The following approvals are being sought in connection with the Village's 2019 Downtown Palatine Street Fest:

1. Temporary waiver of the sound amplification ordinance for the live music and performances during the following hours:
 - **Friday, August 23:** 12 PM – 12 AM
 - **Saturday, August 24:** 8 AM – 12 AM
 - **Sunday, August 25:** 8 AM – 6 PM

***Note:** The earlier time from the actual event start times is for sound checks and for other events such as the 5k run/walk, Bike Race, and other activities.*
2. Waiver of Fees for Village services, permits, and licenses.
3. Waiver of the Building Construction Hours for the following:
 - **Wednesday, August 21:** Construction of tents to begin at 7 AM and continue throughout Friday morning.
 - **Thursday, August 22:** Construction of tents and stage to begin at 6 AM and continue throughout Friday morning.
 - **Sunday, August 25:** Removal of tents and stage between 8 PM to 12 AM.
4. Temporary Closure of On-Street Parking from **Wednesday, August 21** at 5 AM to **Monday, August 26** at 12 PM as follows:
 - Slade Street (north side between Greeley St. and Brockway St., south side between Smith St. and Brockway St.)
 - Greeley Street (east and west sides between Slade St. and Palatine Rd.)
 - Brockway Street (east side between Slade St. and railroad tracks)
5. Public street closures from **Friday, August 23** at 5 AM to **Monday, August 26** at 12 PM as follows:
 - **Slade Street** – between Smith Street and Bothwell Street
 - **Greeley Street** – between Palatine Road and Wilson Street
 - **Brockway Street** - between Palatine Road and Railroad Tracks
 - **Railroad Avenue** – between Plum Grove Road and Bothwell Street
 - **Bothwell Street** – Between Palatine Road and Railroad Avenue
 - **Wilson Street** – between Smith Street and Greeley Street
 - **Smith Street** – between Palatine Road and Wood Street (only temporarily if needed in event of an emergency or for the bike race or 5K)

6. Temporary Closure of Commuter Parking Lots
 - **Parking Lot I:** Friday, August 23 at 5 AM through Monday, August 26 at 12 PM for Village staff staging area.
 - **Parking Lot J:** Friday, August 23 at 5 AM through Monday, August 26 at 12 PM to accommodate garbage dumpsters.
 - **Parking Lot G:** Thursday, August 22 at 5 AM through Monday, August 26 at 12 PM to accommodate the construction of the main stage.
 - **Parking Lots K & L:** Friday, August 23 at 5 AM through Monday, August 26 at 12 PM to accommodate handicapped parking and event set up.
7. A motion authorizing the Village Manager to enter into contracts/agreements related to the 2019 Downtown Palatine Street Fest. In conjunction with the 2019 Downtown Palatine Street Fest, the Village will need to enter into a number of contracts or agreements which may exceed \$20,000. All expenses have been funded as part of the CY 2019 budget.

The contracts and/or agreements may include, but are not limited to, the following (cost estimate):

- Tent, table, chair rental (\$25,000)
 - Portable Restrooms (\$10,000)
 - Fencing (\$5,000)
 - Beverages – Beer, Wine, Pop, Water (\$60,000)
 - Main Stage Entertainment (Bands, Stage, Lighting) (\$65,000)
 - Printed Promotional Materials (\$1,000)
 - Kid Zone Entertainment, Games, Rides, Prizes (\$10,000)
 - Generators (\$5,500)
 - General Supplies and Miscellaneous Rentals (\$5,000)
 - Event Operation, Labor, Support, Security (\$20,500)
 - Street Fest Sponsorship Agreements
8. A motion to authorize a Class E Temporary Liquor License for the purpose of selling alcoholic beverages during the following hours:
 - **Friday, August 23:** 5 PM – 12 AM
 - **Saturday, August 24:** 11 AM – 12 AM
 - **Sunday, August 25:** 11 AM – 6 PM



1100 W Cermak, Unit C411
Chicago, IL 60608
(312) 633-2600
www.ravenswoodevents.com
www.duffentertainment.com

December 20, 2018

Mike Jacobs
Village of Palatine
200 East Wood Street
Palatine, Illinois 60067

Via E-Mail

PROPOSAL 2019 Palatine Street Festival

Ravenswood Event Services (RES) propose to perform the following services for the Palatine Street Festival ("Event") to be held on **August 23, 24 & 25, 2019.**

Scope of Services:

RES designates Duff Rice as "Event Producer" and Marlie Shelton as "Event Manager", who will be the primary liaison with the Village of Palatine (VOP).

Entertainment

- Source, book and coordinate live music talent for the event that appeals to a diverse audience with a special emphasis on entertainment geared toward young families.
- Assist in programming the entertainment components of the event to include roving entertainers, art installations and other interactive activities.
- Coordinate entertainment production including stage, sound, lighting and décor.

Operations

- Conduct site surveys as necessary and produce maps or plans for distribution.
- Determine quantities and specifications for equipment and materials used for the event.
- Solicit proposals from vendors and/or subcontractors for services or equipment used at the event.
- Draft schedule for pre-production, load-in, and event days.
- Supervise and coordinate installation and dismantling of event site including tents, stages, barricades, electrical distribution, etc.
- Provide an onsite manager on duty to coordinate and respond to operational issues during the event.
- Create a backstage security plan for the event and supervise event security staff.
- Create a communications plan and supervise the distribution of communications equipment.
- Provide a core labor group for set-up and tear down
- Provide an operations crew that will assist VOP staff, vendors and sponsors during the event and who will be available for light maintenance of event equipment.

- In cooperation with VOP, create a comprehensive budget detailing event expenses and income projections

Sponsorship

- Create and distribute a sponsorship pitch document that specifies levels of participation and associated costs with a goal of raising at least \$25,000 in cash support.
- Direct development of media relationships and strategic partnerships with the goal of acquiring media trade to promote event.
- Coordinate the implementation of sponsor operational needs and entitlements at the Event.

VOP responsibilities:

- Assist RES with community relations, specifically in obtaining the approval and cooperation of area businesses, Village Officials, Police Commander and neighborhood organizations.
- Develop and implement a plan for recruiting and scheduling a volunteer labor staff for event operations (including; beverage locations, ticket selling, kids zone).
- Street distribution of posters and flyers
- Assign VOP labor to assist with set & up and tear down.
- Provide a maintenance staff during the event

Proposed Management Team & Fees

\$15,000.00

- Event Manager
- Site & Labor Supervision
- Vendor Coordinator
- Children's Area Coordinator

Sponsorship

See attached Exhibit B, Sponsorship Addendum.

Labor & Outside Services

Operations Labor

Billable at **\$38/hr**

Financial Procedures, Cash Flow and Payment Terms:

1. 90 days prior to the event date, VOP and RES agree on a not to exceed budget for the event.
2. RES will use its history and credit with equipment and service providers to negotiate the lowest possible pricing for entertainment and production expenses. RES will give special consideration to legacy vendors and suppliers who have a history with the event.
3. 60 days prior to the event date, RES will submit an invoice to VOP for 50% of the management fees plus a pre-agreed amount for a deposit towards production expenses.
4. All sponsorship and booth sale revenues are paid to VOP as they are collected.
5. 14 days following the event, RES distributes a final reconciled statement with back-up documentation for payment by VOP.

Qualifications and Exclusions:

- All agreements contingent upon accidents, strikes, acts of God or delay beyond our control. The RES is not liable for consequential damages.

- This proposal is contingent upon completion of a qualified survey of the event site, and the selection of event dates that are mutually agreeable to all parties.
- The RES reserves the right to complete this project with the use of subcontractors and rental equipment prior to installation as required.

If the above terms and conditions are acceptable, please sign below and return a copy. We look forward to working with you on this project.

Sincerely,



Ralph Concepcion
President, Ravenswood Event Services

For Ravenswood Events

For Village of Palatine

EXHIBIT B SPONSORSHIP ADDENDUM

This is to confirm that you have appointed **Ravenswood Special Events, Inc.** (“Agency” or “us”) as your exclusive representative for the purposes of securing and negotiating agreements with corporate sponsors for the **Palatine Street Fest 2019**(the “Event”) to be organized and promoted by the **Village of Palatine** (“VOP” or “you”). The Event will take place on August 23-25, 2019.

1. Term and Termination.

(a) Term for all Services: The term of this Agreement (the “Term”) shall begin on the Effective Date and end on November 1, 2019. Any extension of the performance of Agency’s Services hereunder shall be by a written amendment to this Agreement, which shall be signed by both parties.

(1) Additional Term of Service (Agency Only). It is understood and agreed that the terms of any offer received by Agency shall be transmitted to you and you reserve the sole and exclusive right to accept or reject such offer(s), which you will do within a reasonable time after receipt thereof.

(b) Termination. This Agreement may be terminated for any reason by either party with thirty (30) days’ notice to the other party. This Agreement may be terminated immediately by either party upon notice if the other party: (i) becomes insolvent; (ii) files a petition in bankruptcy; (iii) makes an assignment for the benefit of its creditors; or (iv) breaches any of its obligations, representations or warranties under this Agreement in any material respect, which breach is not remedied within thirty (30) days following written notice to such party. If this Agreement is terminated by either party, VOP shall only be liable for payment of consulting fees earned as a result of services actually performed prior to the date of termination. Consultant acknowledges that since this Agreement is temporary in nature, Consultant is not entitled to any additional advance notice of termination as may be required, in the absence of this provision, by any Federal or State law.

2. Sponsorship Services.

(a) Agency shall use its best efforts to represent the Event to potential corporate sponsors (“Sponsorship”) and shall prepare marketing materials at its expense for use in presenting the Event to sponsors. You shall have the right to approve all such materials in writing before their use. You shall have the right in your discretion to participate in any presentations of the Event to potential sponsors upon consultation with us. We shall keep you informed in writing of all sponsor contacts and presentations made on behalf of the Event.

(b) Agency will create and distribute a sponsorship pitch document that specifies levels of participation and associated costs with a goal of raising at least \$25,000 in cash support.

(c) Agency will develop media relationships and strategic partnerships with the goal of acquiring media trade to promote event.

(d) Coordinate the implementation of sponsor operational needs and entitlements at the Event.

3. Commissions and Fees.

(a) ***Sponsorship Sales*** As to any sponsorship agreement entered by us during the Term (excluding those set forth in Section 4), as a result of a direct solicitation by Agency you shall pay to Agency a commission equal to twenty percent (20%) of the gross compensation for all cash sponsorships up to \$15,000 and twenty-five percent (25%) of the gross compensation for all cash sponsorships over \$15,000. Agency shall be solely responsible for its expenses in connection with its representation of you hereunder.

(e) ***In-Kind*** If any sponsorship fee is paid not in cash but in goods or other services with a cash value of \$2,000+, then Agency shall be entitled to a flat-rate fee of \$500 per in-kind sponsor.

(f) As to any sponsorship agreement accepted by you, Agency shall issue appropriate invoices to such sponsor, collect all funds advanced, loaned, paid or otherwise payable to you or on your behalf, deduct Agency's commission and remit the balance to you within fourteen (14) days of Agency's receipt of same. With each such payment Agency shall render a statement in sufficient detail to show all funds received, the computation of commissions due Agency and the balance due you.

(g) If you reject any such sponsorship offer solicited or negotiated by Agency and subsequently agree to such sponsorship offer within one hundred twenty (120) days of the initial rejection thereof upon the same or similar terms and conditions as those originally proposed by Agency (and/or such sponsor, as the case may be) then the same shall be deemed incorporated hereunder and Agency shall be entitled to its commission with respect to such sponsorship.

4. Categories Exempt from this Agreement.

(a) Agency shall not be entitled to compensation in connection with the following sponsorships: (*VOP to list preexisting sponsors exempt from this Agreement*).

(b) Agency shall not solicit any (*VOP to list categories of products that would be unacceptable to Owner*).

5. Sponsorship Packages: At a minimum, sponsorship packages offered for sale by Agency shall be priced to include 100 square feet of display space, a 10 x 10 tent, tables (2), chairs (4) and 20amps of electrical power. Each sponsor package will be inclusive of costs for these entitlements whether or not a sponsor chooses to utilize any or all of the entitlements offered. Costs for these entitlements shall be borne by the Event and shall not be deducted from the sponsorship fee when calculating commissions. The minimum pricing for a sponsorship package shall be determined by you. More expensive sponsor packages may include additional entitlements at your discretion.

6. Miscellaneous.

(a) *Confidentiality.* The parties hereto agree to maintain in confidence the terms and conditions of this Agreement except to the extent that a proposed disclosure of any specific terms or conditions hereof by either party is authorized in advance by the other party.

(b) *Invalidity.* The determination that any provision of this Agreement is invalid or unenforceable shall not invalidate this Agreement, all of said provisions being inserted conditionally on their being considered legally valid, and this Agreement shall be construed and performed in all respects as if such invalid or unenforceable provision(s) were omitted.

(c) *Binding Agreement.* This Agreement shall be binding upon the parties, their successors and assigns.

(d) *Third Party Beneficiaries.* This Agreement inures to the benefit of signing parties listed herein, and no third party shall enjoy the benefits of this Agreement or shall have any rights under it except as is expressly provided in this Agreement.

(e) *Counterparts and Signatures.* Each of the representatives signing this Agreement on behalf of the respective parties hereto represents and warrants that he or she has been duly authorized to execute and deliver this Agreement and that upon execution and delivery hereof, this Agreement shall be binding and enforceable in accordance with its terms against such party for whom such representative has signed.

If this accurately sets forth our Agreement, please sign below and return a copy to us.

Very truly yours,



BY:

12/20/18 date

RALPH CONCEPCION
President
Ravenswood Special Events, Inc.
dba Ravenswood Event Services

CLIENT

BY: _____ date

Name _____

Title _____

Consider a Motion to Approve an Intergovernmental Agreement with the Palatine Park District for Fleet Services

BACKGROUND:

In 2012, the Village entered into an intergovernmental agreement with the Palatine Park District to provide maintenance and repairs on Village vehicles and equipment through the sharing of a Park District employee. Due to employee injuries within the Village's Fleet Services Division, Staff has approached the Park District to enter into a similar agreement again.

KEY ISSUES:

- The agreement proposes that Nathan Cvetan from the Park District will work on Village vehicles up to two days per week (unless additional hours are agreed upon by both parties).
- The Village will reimburse the Park District for the work based on Mr. Cvetan's regular rate of pay, including all benefits. Any overtime work will be 1.5 times his regular rate.
- The proposed agreement can be terminated by either party with a 5 day written notice.

ALTERNATIVES:

1. Approve the Intergovernmental Agreement with the Palatine Park District for fleet services.
2. Refer back to Staff with comments.

RECOMMENDATION:

Staff recommends approval of the intergovernmental agreement.

ACTION REQUIRED:

Motion to approve the intergovernmental agreement between the Village of Palatine and the Palatine Park District, subject to review and approval by the Village Attorney, to provide fleet services on Village vehicles and equipment.

ATTACHMENTS:

- Park District IGA for Fleet Assistance

**THIS INSTRUMENT PREPARED BY
AND RETURN TO:**

Patrick Brankin
Schain, Burney, Banks & Kenny
70 W. Madison Street
Suite 5300
Chicago, IL 60602

THE ABOVE SPACE FOR RECORDER'S USE

**INTERGOVERNMENTAL AGREEMENT FOR THE SHARING OF AN EMPLOYEE
BETWEEN THE PALATINE PARK DISTRICT AND THE VILLAGE OF PALATINE**

THIS INTERGOVERNMENTAL AGREEMENT is entered into this ____ day of _____, 2018, by and between **THE VILLAGE OF PALATINE, an Illinois home rule municipal corporation** (the "Village"), and **THE PALATINE PARK DISTRICT, an Illinois park district** (the "Park District") in the exercise of their intergovernmental cooperation power under the Illinois Constitution and the Illinois Governmental Cooperation Act and of their respective authorities under the Illinois Municipal Code. Both parties have approved this Agreement and adopted it in the manner required by law.

W I T N E S S E T H

WHEREAS, the Park District employees a full time vehicle maintenance employee, Nathan Cvetan ("Cvetan");

WHEREAS, Cvetan is employed on a full time basis by the Park District to perform vehicle maintenance for the Park District's vehicles, trucks and equipment;

WHEREAS, the Village is in need of part time assistance in the maintenance of its Public Works' vehicles, trucks and equipment;

WHEREAS, the Park District is able to allow Cvetan to assist the Village in maintaining Village equipment and vehicles;

WHEREAS, Article VII, Section 10, of the 1970 Constitution of the State of Illinois, and 5 ILCS 220/1 et seq., of the Illinois Compiled Statutes, (1998), authorize and encourage intergovernmental cooperation, and this Agreement is entered into pursuant to the provisions of the Intergovernmental Cooperation provisions of said Constitution and Act.

48 **NOW, THEREFORE**, in consideration of the foregoing, and the mutual covenants and promises
49 contained below, the sufficiency of which is hereby acknowledged, the parties do hereby agree as
50 follows:

51
52 1. The foregoing Recitals are incorporated herein by this reference as if restated verbatim
53 and in their entirety in this Paragraph 1.

54
55 2. The Park District shall allow Cvetan to perform maintenance for the Village on the
56 following basis:

- 57 a. Approximately 10 hours per week, unless additional hours are agreed upon by both
58 parties. Matt Dusckett, Village of Palatine Fleet Services Coordinator, will
59 coordinate with Chris Deckert, Palatine Park District Fleet Manager, to assign a
60 maximum total of 40 hours per week, unless an emergency. In an emergency, Chris
61 will be notified of the overtime hours.
- 62 b. The Village shall pay the Park District for Cvetan's work at a pre-determined, fixed
63 regular rate, or "Regular Rate", to cover Cvetan's wages while assigned at the
64 Village of Palatine. The Regular Rate charged to the Village will include the then
65 current wage rate of Nathan Cvetan (at the Park District) of \$21.06 per hour, plus an
66 employer IMRF contribution percentage of 10.90% (or then current rate for the
67 Palatine Park District) on hours worked. Social security and Medicare employer
68 contributions will also be included in the Regular Rate charged to the Village of
69 Palatine by the Palatine Park District.
- 70 c. The rate the Village will be charged for overtime work, or the "Overtime Rate", will
71 be 1.5 times the Regular Rate. The Overtime Rate will only apply for hours outside
72 of 6:30 a.m. to 3:00 p.m., Monday through Friday.

73
74 3. Cvetan shall perform vehicle maintenance functions within his current qualifications
75 using his own tools for the Village as directed, including vehicle diagnostics, troubleshooting,
76 preventative maintenance and repairs of a mechanical nature.

77
78 4. The Village shall notify Chris Deckert on those days in which Cvetan performs work for
79 the Village.

80
81 5. The term of this Agreement shall commence on December 18, 2018 (or the earliest
82 thereafter). This Agreement will terminate upon 5 days written notice of either party.

83
84 6. The Village agrees to defend, indemnify and hold the Park District harmless of and from
85 any and all loss, costs, damages or expenses, including attorney's fees, witness fees and other litigation
86 expenses, arising out of or in the course of the work performed by Cvetan pursuant to this Agreement.
87 The Village will provide worker's compensation coverage for the hours worked for the Village by Nathan
88 Cvetan.

89
90 7. The Village will provide a certificate of insurance naming the Palatine Park District as
91 additional insured.

92
93 8. All notices required hereunder shall be in writing and shall be served personally or by
94 registered or certified mail, return receipt requested as follows:

To Village of Palatine:

Village of Palatine
 200 E. Wood Street
 Palatine, IL 60067
Attention: Reid Ottesen, Village Manager

To Palatine Park District:

Palatine Park District
 250 E. Wood Street
 Palatine, IL 60067
*Attention: Peter Cahill, Assistant Superintendent of
 District Services and Projects*

IN WITNESS WHEREOF, the parties hereto have signed this Agreement on the day and year first above written.

**THE VILLAGE OF PALATINE, an Illinois
 municipal corporation**

By: _____
 Name: _____
 Title: _____

**THE PALATINE PARK DISTRICT, an Illinois park
 district**

By: _____
 Name: _____
 Title: _____

Consider a Motion Authorizing the Village Manager to Execute a Proposal for Design Services for the Relocation/Replacement of a Water Main on Palatine Road at Winston Drive

BACKGROUND: In 2018, the Illinois Department of Transportation (IDOT) notified the Village of Palatine that preliminary engineering had started for the box culvert on Palatine Road, west of Winston Drive. As a result of this notification, the Village is to start investigation of any utilities that may be in conflict with the proposed replacement of the structure. The Village currently has a 10 inch water main and an 8 inch sanitary sewer running under the existing structure. There is also a crossing of the 10 inch water main just east of the structure.

The existing 10 inch water main crossing Palatine Road referenced above has experienced 3 water main breaks in the last year. These were disruptive to water service in the area and traffic as lane reductions were needed to repair the leak.

KEY ISSUES:

- Gewalt Hamilton Associates has replaced water main and obtained required IDOT permits for the Village in the past.
- Designing this replacement with contractual services will allow for construction of improvements this fall.

ALTERNATIVES:

1. Authorize the Village manager to execute the Agreement with Gewalt Hamilton Associates.
2. Refer back to Staff with Comments

RECOMMENDATION:

Staff recommends that the Village Manager be authorized to execute the Agreement with Gewalt Hamilton Associates Incorporated in the amount of \$29,872.

ACTION REQUIRED:

A motion to authorize the Village Manager to execute the Agreement with Gewalt Hamilton Associates in the amount of \$29,872.

ATTACHMENTS:

- Relocation Concept
- 2018.M093 Palatine - Palatine Road Watermain Relocation

7.B.2.a



December 14, 2018

Mr. George S. Ruppert, P.E.
 Village Engineer
 Village of Palatine
 148 W. Illinois Avenue
 Palatine, IL 60067

Re: Proposal for Engineering Services
 Palatine Road Watermain Relocation
 Palatine, Illinois
 GHA Proposal No. 2018.M093

Dear Mr. Ruppert:

Thank you for requesting a proposal from Gewalt Hamilton Associates, Inc. (GHA) to provide engineering services to the Village of Palatine (Client). Based on our understanding of this project, we submit the following for your review and acceptance:

I. Scope of Services

The Project is generally defined as providing topographic survey, design engineering services, and preparation of contract bid documents for the construction of approximately 1,300 feet of watermain improvements along East Palatine Road in the vicinity of Winston Drive, in the Village of Palatine, IL. Work will include replacement of the existing watermain to relocate it outside of the State Right-of Way due to future roadway improvement conflicts. Reconnection to the existing system at both the north and south sides of Palatine Road are also planned. Accordingly, we propose the following general scope of services:

A. Site Topographic Survey/Base Plan Drawings

1. Perform a topographic field survey of the proposed project limits to create an existing conditions plan and identify any major visible issues that could impede the success of the proposed demolition. Survey will be in conducted in State plane coordinates and on USGS datum. Work will be limited to the areas necessary for site plan generation and grading purposes. The survey work will not need to encompass the entire state right of way.
2. Identify trees 6" and larger in the areas of proposed impact as deciduous or coniferous.
3. Collect the approximate limits of the USACE drainage way through Chestnut Park that will need to be avoided.

B. Construction Document Preparation

1. Prepare a Preliminary Engineering Plan set for the proposed improvements that provides for the Plan/Profile and any necessary design cross sections of a watermain conveyance along the proposed route. Plan details will generally include:
 - a. Preliminary plan and profile for the new watermain corridor along the proposed route;
 - b. Preliminary cross sections and details of construction; and
 - c. Preliminary site geometrics and alignment information.
2. Prepare a Preliminary Engineer's Estimate of Probable Construction Costs for the improvements.
3. Attendance at one (1) meeting with Village staff has been included for Preliminary Engineering.

4. Upon receiving approval of the Preliminary Engineering Plans, we will proceed with the preparation of final design documents for this project. Plan details will generally include:
 - a. Development of general construction notes and specifications to be included on the plans;
 - b. Completion of the drainage corridor design plan and profiles;
 - c. Preparation of a Final Engineer's Estimate of Probable Construction Costs.
5. Assemblage of Final Engineering Plans. We estimate the final plan set for this project will include the following data:
 - a. Summary of Estimated Quantities;
 - b. Plan Notes, Specifications, and Details;
 - c. Plan and Profile Design Plans
6. Attendance at one (1) meeting with the Village has been included for Final Engineering.

C. Temporary and Permanent Utility Easement Preparation

1. GHA will mobilize a survey crew directed by an Illinois Professional Land Surveyor to perform field work necessary to establish a new temporary and permanent utility easement over the proposed improvements.
2. Upon completion of field work, GHA will prepare one (1) Plat of Easement Document for the new utility easements. The Plat shall be prepared in accordance with the Illinois Minimum Standards and will include all appropriate certifications and signature blocks. Our cost includes revisions in response to a maximum of one (1) set of review comments. Final documents will be recorded with Cook County.

D. GHA will assist with obtaining the required permits through the following regulatory agencies:

1. Watermain Construction Permit – Illinois Environmental Protection Agency
2. Preparation and submission of an application to the Soil and Water Conservation District
3. Submittal to Illinois Department of Transportation (IDOT)
4. Preparation and submission of a Letter of No Objection (LONO) to the U.S. Army Corps of Engineers (USACE) for the drainageway crossing.

II. Preliminary Schedule

Both GHA and the Village will put forth reasonable efforts to complete their respective duties in a timely manner. GHA is prepared to commence work immediately upon receipt of the executed Agreement. Depending on weather conditions related to surveying tasks, we estimate that engineering design and plan preparation will take approximately eight (8) weeks to complete, plus appropriate time for Village and regulatory agency review.

III. Compensation for Services

GHA proposes to provide the above services on a time-and-materials (T&M) basis for a not-to-exceed (NTE) fee of \$29,872.00. All services, including any additional services or meetings requested and authorized by the Client, will be billed on a T&M basis at the rates identified below. The rates shown are based on the anticipated staff assignments for this project. Other staff may be utilized with different rates than those currently identified in the table below.

GHA Hourly Billing Rates	
Principal	\$208/hr
CE IV	\$174/hr
CE I	\$124/hr
LS IV	\$146/hr
LS III	\$128/hr
EC II	\$130/hr
ET II	\$106/hr
AD I	\$64/hr

Reimbursable expenses, including items such as printing, messenger service, mileage, etc., have been included in the above fee and will be billed directly to the Client.

Statements of GHA charges made against a project are submitted to clients every four weeks. This permits the client to review the status of the work in progress and the charges incurred.

IV. Clarifications and Assumptions

1. This proposal does not include CCDD or other environmental assessments, wetland delineations or permitting.
2. Our construction specifications will reference the "Standard Specifications for Road and Bridge Construction", latest edition, adopted by the Illinois Department of Transportation.
3. Preparation of a Stormwater Pollution Prevention Plan (SWPPP) is not included.
4. A total of two (2) meetings during the Plan Preparation phase are included in the fee. Additional meetings will be billed on T&M basis.
5. We assume the Client will supply GHA with all available copies of previous surveys and property boundary information to confirm our field data collection efforts.
6. The Client will be responsible for all bid advertising costs.
7. Plan sheets shall be 22" x 34".
8. No construction layout or construction engineering services are included.
9. A portion of the proposed improvements will be constructed inside of IDOT and USACE boundaries and permitting and design coordination from them will be required. We will make every effort to prepare complete and technically accurate permit submittals; however, agency review may result in unforeseen requirements, additional work, and associated fees that we are unable to anticipate at this time.
10. Any permitting or application fees associated with the proposed work will be paid for by the Client and are not included in our fees.
11. Any services requested by the Client but not expressly identified within *Section I. Scope of Services* will be provided for an additional fee under a separate proposal.

V. General Conditions

The delineated services provided by GHA under this Agreement will be performed as reasonably required in accordance with the generally accepted standards for civil engineering and surveying services as reflected in the contract for this project at the time when and the place where the services are performed.

Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or GHA. GHA's services under this Agreement are being performed solely for the Client's benefit, and no other party or entity shall have any claim against GHA because of this Agreement or the performance or nonperformance of services hereunder. In no event shall GHA be liable for any loss of profit or any consequential damages.

GHA shall not have control of and shall not be responsible for construction means, methods, techniques, sequences or procedures, or for job site safety measures. Such control is the sole responsibility of the Client's contractor.

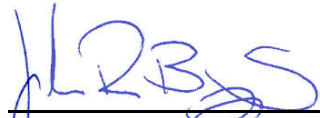
The Client, and not GHA, is responsible for ensuring that the contractor implements the Storm Water Pollution Prevention Plan (SWPPP), including maintenance and/or repair of soil erosion and sediment control measures for compliance with the General NPDES Permit for Storm Water Discharges from Construction Site Activities. GHA assumes no liability for any actions by the Illinois Environmental Protection Agency (IEPA) resulting from the contractor's failure to comply with SWPPP or the requirements of the General Permit.

The Client and GHA agree that all disputes between them arising out of or relating to this Agreement or the Project shall be submitted to nonbinding mediation in Chicago, Illinois unless the parties mutually agree otherwise.

This Agreement, including all subparts and Attachment A, which is attached hereto and incorporated herein as the General Provisions of this Agreement, constitute the entire integrated agreement between the parties which may not be modified without all parties consenting thereto in writing.

We appreciate the opportunity to once again offer support to the Village of Palatine. Should you have any questions, please do not hesitate to contact me. If acceptable, please sign below indicating your acceptance of this proposal in its entirety.

Sincerely,
Gewalt Hamilton Associates, Inc.



John R. Briggs, P.E.
Senior Engineer.
jbriggs@gha-engineers.com

ACCEPTED BY:
Village of Palatine

Signature

Printed Name and Title

Date

Encl.: Attachment A

1. Standard of Care. The services provided by Gewalt Hamilton Associates, Inc., (GHA) under this Agreement will be reasonable and performed consistent with the generally accepted standard of care for the Scope of Basic Services called for herein at the time when and at the place where the services are provided. GHA will use reasonable care to comply with applicable codes and laws in effect at the time the services are provided.

2. Duration of Proposal. The terms of this Agreement are subject to renegotiation if not accepted within 60 calendar days of the date indicated on this Agreement. Requests for extension beyond 60 calendar days shall be made in writing prior to the expiration date. The fees and terms of this Agreement shall remain in full force and effect for one year from the date of acceptance of this Agreement, and shall be subject to revision at that time, or any time thereafter if GHA gives written notice to the other party at least 60 calendar days prior to the requested date of revision. In the event that the parties fail to agree on the new rates or other revisions, either party may terminate the Agreement as provided for herein.

3. Client Information. Client shall provide GHA with all project criteria and full information for its Scope of Basic Services. GHA may rely, without liability, on the accuracy and completeness of the information Client provides, including that of its other consultant contractors and subcontractors, without independently verifying that information.

4. Payment. Payments are due within 30 calendar days after a statement is rendered. Statements not paid within 60 calendar days after the end of the calendar month when the statement is rendered will bear interest at the rate of one percent (1.0%) per month until paid. This provision for the payment of interest shall not be construed as authorization to pay late. Failure of the Client to make payments when due shall, in GHA's sole discretion, be cause for suspension of services without breach or termination of this agreement. Upon notification of suspension of services, Client shall pay in full all outstanding invoices within 7 calendar days. Client's failure to make such payment to GHA shall constitute a material breach of the Agreement and shall be cause for termination by GHA. GHA shall be entitled to reimbursement of all costs actually incurred by GHA in collecting overdue accounts under this Agreement, including, without limitation, attorney's fees and costs. GHA shall have no liability for any claims or damages arising from either suspension or termination of the Agreement due to Client's breach. The Client's obligation to pay for GHA's services is in no way dependent upon the Client's ability to obtain financing, rezoning, payment from a third party, approval of governmental or regulatory agencies or the Client's completion of the project.

5. Instruments of Service. The Client acknowledges GHA's plans and specifications, including field data, notes, calculations, and all documents or electronic data, are instruments of service. GHA shall retain ownership rights over all original documents and instruments of service. All instruments of service provided by GHA shall be reviewed by Client within 10 calendar days of receipt. Any deficiencies, errors, or omissions the Client discovers during this period will be reported to GHA and will be corrected as part of GHA's Basic Services. Failure to provide such notice shall constitute a waiver. The Client shall not reuse or make, or permit to be made, any modifications to the instruments of service without the prior written authorization of GHA. The Client waives all claims against GHA arising from any reuse or modification of the instruments of service not authorized by GHA. The Client agrees, to the fullest extent permitted by law, to defend and indemnify and hold GHA harmless from any liability, damage, or cost, including attorneys' fees, arising from the unauthorized reuse or modification of the instruments of service by any person or entity. The parties agree that if elements of the Scope of Basic Services identified in this Agreement are reduced and/or eliminated by Client, then Client waives, releases and holds GHA harmless from all claims or damages arising from those reduced and/or eliminated services. If GHA's Scope of Basic Services does not include construction administration phase services, Client assumes responsibility for interpretation of the instruments of service and construction observation, and waives all claims against GHA for any act, omission or event connected thereto. Unless included in GHA's Scope of Basic Services, GHA shall not be liable for coordination with the services of Client's other design professionals.

6. Electronic Files. The Client acknowledges that differences may exist between the electronic files delivered and the print instruments of service. In the event of a conflict between the signed / sealed printed instruments of service prepared by GHA and the electronic files, the signed / sealed instruments of service shall control. GHA's electronic files shall be prepared in the current software GHA uses and will follow GHA's standard formatting unless the Scope of Basic Services requires otherwise. Client accepts that GHA makes no warranty that its software will be compatible with other systems or software.

7. Applicable Codes. The Client acknowledges that applicable laws, codes and regulations may be subject to various, and possibly contradictory, interpretations. Client accepts that GHA does not warrant or guarantee that the Client's project will comply with interpretations of applicable laws, codes, and regulations as they may be interpreted to the project. Client agrees that GHA shall not be responsible for added project costs, delay damages, or schedule changes arising from unreasonable or unexpected interpretations of the laws, codes, or regulations applied to the project, nor for changes required by the permitting authorities due to changes in the law that became effective after completion of GHA's instruments of service. Client shall compensate GHA for additional fees required to revise the instruments of service to comply with such interpretations. Client shall also compensate GHA for additional fees required to revise the instruments of service if Client changes the project scope after GHA's completion of its instruments of service.

8. Utilities and Soils. When the instruments of service include information pertaining to the location of underground utility facilities or soils, such information represents only the opinion of the engineer as to the possible locations. This information may be obtained from visible surface evidence, utility company records or soil borings performed by others, and is not represented to be the exact location or nature of these utilities or soils in the field. Client agrees that GHA may reasonably rely on the accuracy and completeness of information furnished by third parties respecting utilities, underground conditions and soils without performing any independent verification. Contractor is solely responsible for utility locations, their markings in the field and their placement on the plans based on information they provided. Client agrees GHA is not liable for damages resulting from utility conflicts, mistaken utility locations, unfavorable soils, and concealed or unforeseen conditions, including but not limited to added construction costs and/or project delays. If the Client wishes to obtain the services of a contractor to provide test holes and exact utility locations, GHA may incorporate that information into the design and reasonably rely upon it. If not included in the Scope of Basic Services, such work will be compensated as additional services.

9. Opinion of Probable Construction Costs. GHA's Scope of Basic Services may include the preparation of an opinion of probable construction costs. Client acknowledges that GHA has no control over the costs of labor, materials, or equipment, or over the contractor's methods of determining prices, or over competitive bidding or market conditions. Opinions of probable costs, shall be made on the basis of experience and qualifications applied to the project scope contemplated by this Agreement as well as information provided by Client (the accuracy and completeness of which GHA may rely upon), and represent GHA's reasonable judgment. Client accepts that GHA does not guarantee or warrant that proposals, bids, or the actual construction costs will not vary from opinions of probable cost prepared by the Client. GHA shall not be liable for cost differentials between the bid and/or actual costs and GHA's opinion of probable construction costs. Client agrees it shall employ an independent cost estimator if, based on its sole determination, it wants more certainty respecting construction costs.

10. Contractor's Work. Client agrees that GHA does not have control or charge of and is not responsible for construction methods, techniques, sequences or procedures, or for site or worker safety measures and programs including enforcement of Federal, State and local safety requirements, in connection with construction work performed by the Contractor or the Contractor's construction contractors. GHA is not responsible for the supervision and coordination of Client's construction contractors, subcontractors, materialmen, fabricators, erectors, operators, suppliers, or any of their employees, agents and representatives of such workers, or responsible for any machinery, construction equipment, or tools used and employed by contractors and subcontractors. GHA has no authority or right to stop the work. GHA may not direct or instruct the construction work in any regard. In no event shall GHA be liable for the acts or omissions of Client's construction contractors, subcontractors, materialmen, fabricators, erectors, operators or suppliers, or any persons or entities performing any of the work or for failure of any of them to carry out their work as called for by the Construction Documents. The Client agrees that the Contractor is solely responsible for jobsite and worker safety and warrants that this intent shall be included in the Client's agreement with all prime contractors. The Client agrees that GHA and GHA's personnel and consultants (if any) shall be defended/indemnified by the Contractor for all claims asserted against GHA which arise out of the Contractor's or its subcontractors' negligence, errors or omissions in the performance of their work, and shall also be named as an additional insured on the Contractor's and subcontractors' general liability insurance policy. Client warrants that this intent shall be included in the Client's agreement with all prime contractors. If the responsible prime contractor's agreement fails to comply with the Client's intent then the Client agrees to assume the duty to defend and indemnify GHA for claims arising out of the Contractor's or subcontractors' negligence, errors or omissions in the performance of their work.

11. Contractor Submittals. Shop drawing and submittal reviews by GHA shall apply only to the items in the submissions that concern GHA's scope of Basic Services and only for the purpose of assessing if, upon successful incorporation in the project, they are generally consistent with the GHA's Instruments of Service. Client agrees that the Contractor is solely responsible for the submissions and for compliance with the Instruments of Service. Owner agrees that GHA's review and action in relation to the submissions does not constitute the provision of means, methods, techniques, sequencing or procedures of construction or extend to jobsite or worker safety. GHA's consideration of a component does not constitute acceptance of an assembled item.

12. Hazardous Materials. Client agrees that GHA has no responsibility or liability for any hazardous or toxic materials, contaminants or pollutants.

13. Record Drawings. If required by the Scope of Basic Services, record drawings will be prepared which may include unverified information compiled and furnished by others, the accuracy and completeness of which GHA may reasonably rely upon. Client accepts that GHA shall not verify the information provided to it and agrees GHA will not be responsible for any errors or omissions in the record drawings due to incorrect or incomplete information furnished by others to GHA.

14. Disputes. Client agrees to limit GHA's total aggregate liability to the Client for GHA's alleged acts, errors or omissions to \$50,000 or the amount of GHA's paid fees for its services on the project, whichever is greater. GHA's liability to Client shall be limited to twelve months from the last invoice submitted to Client by GHA, regardless of payment by Client. GHA makes no guarantees or warranties, either expressed or implied, including any warranty of habitability or fitness for a particular purpose. The parties agree to waive all claims against the other for any and all consequential damages, including attorneys' fees. The parties agree to waive against each other all rights to claims otherwise covered by property insurance, by builder's risk insurance or by all risk insurance, including but not limited to subrogation rights regardless of whether the claims arise during or post-construction and regardless of final payment to GHA.

All disputes arising out of or relating to this Agreement shall first be negotiated between the parties. If unresolved, the dispute shall be submitted to mediation as a condition precedent to litigation. Mediation shall take place in Chicago, Illinois unless the Client and GHA mutually agree otherwise. The fees and costs of the mediator shall be apportioned equally between the parties. If mediation is unsuccessful, litigation shall be the form of dispute resolution and shall be filed in the jurisdiction where the project was pending. The controlling law shall be the law of the jurisdiction where the project was located. Client agrees that all causes of action under this Agreement shall be deemed to have accrued and all statutory limitations periods shall commence no later than the date of GHA's services being substantially completed. Client agrees that any claim against GHA arising out of this Agreement shall be asserted only against the entity and not against GHA's owners, officers, directors, shareholders, or employees, none of whom shall bear any liability and may not be subject to any claim.

15. Miscellaneous. Either Client or GHA may terminate this Agreement without penalty at any time with or without cause by giving the other party ten (10) calendar days prior written notice. The Client shall, within thirty (30) calendar days of termination pay GHA for services rendered and all costs incurred up to the date of termination in accordance with compensation provisions of this Agreement. Client shall not assign this Agreement without GHA's prior written consent. There are no third-party beneficiaries to this Agreement.

Consider a Motion Authorizing the Village Manager to Execute a Contract with Pentegra Systems for a Replacement Police Department Interview Recording System

BACKGROUND:

A redundant video recording system is needed for use by the Police Department to record interviews and maintain video evidence. Funds were allocated in the 2018 budget to complete the replacement.

Over the last year, our existing system hardware and software have experienced many failures, requiring significant work-arounds and interruptions. After reviewing the hardware and software, it became clear that replacement equipment would be needed and require significant investment. Instead of replacing in-kind, a RFP process was conducted to solicit proposals from different vendors for a replacement system.

Ten companies responded to the RFP, with the selection of Pentegra Systems supplying a Genetec recording system being recommended. Pentegra was the lowest compliant provider.

Genetec digital video recording software is already in use at the Village with our License Plate Reader (LPR) system for parking enforcement.

KEY ISSUES:

- 1) Replace current failing equipment with updated software and hardware;
- 2) Reduce the number of unique systems, leveraging existing Village deployed technology;
- 3) Provide a familiar and easy-to-use interface for users; and
- 4) Increase camera resolution to HD quality.

ALTERNATIVES:

1. Motion Authorizing the Village Manager to Execute a Contract with Pentegra Systems. for replacement PD Interview Recording System for \$20,586.
2. Refer back to staff

RECOMMENDATION:

Staff recommends a motion authorizing the Village Manager to execute a contract with Pentegra Systems for a replacement Interview Recording System for \$20,586.

ACTION REQUIRED:

Motion authorizing the Village Manager to execute a contract with Pentegra Systems for a replacement Interview Recording System for a not to exceed amount of \$20,586.

ATTACHMENTS:

- PD Interview System Results
- PD Interview System RFP

PD Interview RFP results

Vendor	Software	Cost
Pentegra	HikVision	Non-Compliant
Pentegra	Genetec	\$ 20,586.00
Midco	Milestone	\$ 27,311.00
Stanley	Milestone	\$ 29,965.00
Nelson	Liberty Recording	\$ 31,802.00
TopShelf	Arteco	\$ 37,243.00
Word	Irecord - Option 1	Non-Compliant
Word	Irecord - Option 2	\$ 40,328.00
Helix	CaseCracker (onyx)	\$ 42,470.00
Word	IRecord	\$ 66,797.00
Johnson	Milestone	\$ 68,457.00
PreciseDigital		Non-Compliant

**NOTICE TO PROPOSE
VILLAGE OF PALATINE
PD Interview Room Recording System**

The Village Manager's Office is seeking proposals for the Engineering, Installation, and integration of a new Interview Room Recording System for the Palatine Police Station.

Submittal Requirements: To be considered, your proposal must be received by 4:00 p.m. on November 21, 2018. The original proposal and one (1) copy must be submitted together in a sealed envelope or container, to the attention of Larry Schroth, Director of IT Village of Palatine, 200 E. Wood St., Palatine, 60067 stating on the outside:

Contractor's name

Address

Telephone number

Due date

Proposal title "Village of Palatine Interview Room Recording System"

The Village of Palatine reserves the right to reject any or all proposals, to waive any informality, and to accept any proposal which the Village Council deems most favorable to the interest of the Village.

A pre-proposal meeting will be held at 2:00 P.M. Monday, October 29 at 595 N Hick Rd – Police Training Room

Copies of the proposal details may be picked up Monday through Friday, 8:00am to 4:00pm at the Village of Palatine Information Technology office, 200 E. Wood Street, Palatine, IL or by contacting Larry Schroth at 847-963-6270 or at lschroth@palatine.il.us.

Questions and/or comments should be directed Monday – Friday, 8:00 – 4:00, to Director of Information Technology – Larry Schroth, 847-963-6270.

Date Published:

Margaret R. Duer
Village Clerk

Attachment: PD Interview System RFP (PD Interview Recording System)

Village of Palatine

PD Interview Room Recording System

Proposals due no later than 4 PM on November 21, 2018

Attachment: PD Interview System RFP (PD Interview Recording System)

Village of Palatine – Request for Proposal

Contents	Page
A. Introduction	3
B. Scope of Work	4
C. Current Enviroment	4
D. Requirements for New System	4
E. Requirements for Proposal	6
F. Terms and Conditions	8
G. Procedures for Submitting Proposals	8
H. Vendor Signature	10

- **Specifications/Requirements may be obtained from and any inquiries directed to:**

Larry Schroth
 Director of Information Technology
 200 E. Wood Street
 Palatine, Il 60067
 Phone: 847-963-6270
 Email: lschroth@palatine.il.us

- **Proposals will be received at:**

Mr. Larry Schroth
 Director of IT
 200 E. Wood Street
 Palatine, Il 60067

- **Proposals are due November 21, 2018 no later than 4:00 PM**
- **The Village of Palatine reserves the right to reject any or all proposals. Any objections to the specifications/requirements as set forth must be filed in writing prior to the proposal deadline.**

Village of Palatine – Request for Proposal**A. Introduction**

The Village of Palatine is accepting proposals for the engineering, integration and installation of a new interview recording system for the Village of Palatine police department. All possible solutions will be evaluated

Bids shall include delivery of fully functional equipment F.O.B. and engineering services / installation services to the Village of Palatine, Palatine Police Department, 595 N Hicks Rd, Palatine, Illinois 60067. The designed system operational time quoted on the proposal form shall be firm and the Village retains the right to cancel all orders not delivered within the quoted time allotment. Extensions of time allowed for delivery may be obtained from the Village if there is just cause, but this should be done well in advance.

In the event that a bidder wishes to withdraw a submitted proposal for any reason, it may be withdrawn without penalty until 8:00 a.m. on the day of the proposal opening. After that time, the bidder, should the proposal have been deemed accepted, will be held in default and therefore liable for any and all additional costs to the Village for obtaining the equipment & services in question. The same shall be true should a successful bidder be unable to provide the equipment in accordance with the contracted proposal and/or the proposed delivery time regardless of cause or reason whether natural, man-made, or labor-related.

The successful bidder shall warrant and guarantee that the bid price will be firm and that there will be no escalation at time of delivery. All manufacturer warranties must be in effect and commence on the date that the operational unit is delivered to the Village. The bidder's execution of the bid forms and submission of same constitutes acknowledgment and acceptance of terms and conditions of the bidding documents. The awarded proposal itself shall become the binding contract between the Village and the successful proposal upon award by the Village Council.

Payment for the equipment shall be made by the Village through its normal payment process. The successful bidder shall receive such payment within sixty days of the receipt of the completed project, an original invoice, and all other documentation required including certificate of origin and warranty statement.

Acceptance of proposal, if one is to be made, is scheduled by the Village Council at their regular meeting to be held at 7:00 p.m., Monday, December 10, 2018.

The Village of Palatine reserves the right to reject any or all proposals, to waive any informality in proposals, and to accept any proposal which the Village Council deems most favorable to the interests of the Village.

Attachment: PD Interview System RFP (PD Interview Recording System)

Village of Palatine – Request for Proposal**B. Scope of Work**

Provide system engineering, programming, training and installation for the implementation for the Village of Palatine Police Department Interview recording system.

Warrantee – The system must provide hardware & software support for 3 years. Deployment & installation services / support must be provided for 1 year from deployment.

C. Current Environment**Section I – Camera / Audio**

Current system utilizes standard definition analog camera connected with coaxial cable and balun over cat5e cable to provide video connections. Currently 3 rooms provide concealed recording camera, but the replacement system does not need to provide any concealed cameras.

Wall mounted analog microphone are currently wired to the equipment room

Section II – Room

Recording can be initiated / completed in the computer station in the recording room or by a key-switch at each room.

The key switch initiate recording on both servers' simultaneously, providing user feedback of recording actions via a red / green led on each room key-switch

Section III – Network

Connectivity between equipment is provided by an Extreme Networks 24port 440 gigabit switch with POE capabilities. Currently only 8 ports are utilized on this switch.

Section IV – Monitor

The system provides the ability to monitor (video and sound) at all interview room simultaneously on two large wall-mounted displays. Currently both monitors support both coaxial and HDMI inputs, with coaxial cable at each monitor. The system must provide the ability to show one interview room or all rooms on the displays depending on the selection of the operator.

The system must also provide for review stations on at least 4 additional workstations within the police department. Standard windows computers for the 4 additional workstations will be provided by the Village IT Department.

Section IV – Current System

The current system is 3xLogic \ Vigil recorders and equipment.

The village also has a large installed base of Milestone server / camera used for general security systems.

D. Requirements for New System

Village of Palatine – Request for Proposal

The Village of Palatine is looking for the most cost effective solution to:

- a) Provide higher definition video capture and recording (1080p or better)
- b) Provide higher quality audio capture
- c) Provide highly reliable storage / management / retrieval of video

The new / upgrade system may be a replacement or an upgrade of the current system.

The new interview system must provide the additional features from our current system of:

1. Environment
 - 1.1. The client system must operate on standard Windows 10 platform
 - 1.2. Server equipment must be rack-mountable in standard 19" rack
2. Reporting
 - 2.1. The system must support the reporting of at least the following information
 - 2.1.1. All activities occurring on a video including capture / review / export / deletion / auto-purging
 - 2.1.2. All activities occurring to the system, including addition / removal of permission, addition / deletion of user
 - 2.1.3. All activities to system and users' permissions
3. Security
 - 3.1. The system must provide for unlimited active / inactive users accounts to be defined in the system
 - 3.2. The system will provide active directory integration for user accounts and passwords authentication
 - 3.3. The system will ensure video / audio files are not modified in any way while stored on the recording server
 - 3.4. The system will provide levels of access providing security granularity based upon roles or permissions
4. Export
 - 4.1. The system will enable burning of DVD
 - 4.1.1. The system will provide the ability to burn Video DVD that can be played in over-the-counter DVD players
 - 4.1.2. The System will provide the ability to burn Data DVD containing all necessary software and codex to view the recorded video on computers
 - 4.1.3. The system will complete the writing of a DVD export within 20 min of initiating the writing.
 - 4.1.4. The system will allow the selection of video from multiple cameras to be exported to a single DVD
 - 4.1.5. The system will allow the selection of video time-frames to be exported to DVD
5. Camera \ audio
 - 5.1. All standard room cameras will provide 1080P (2.1 Megapixel) or higher
 - 5.2. Overhead camera will ensure ~100% coverage of the interview room with minimal distortion
 - 5.3. Additional in-camera microphones along with in-room microphone must be provide
 - 5.3.1. The in-camera microphone and in-room microphone must be recorded on separate channels along with the video recording
6. Video Monitoring
 - 6.1. The system will provide real-time video\audio display to 2 large existing monitors located in the PD investigation area
 - 6.1.1. The system will allow for single room to be displayed on the monitors

Village of Palatine – Request for Proposal

6.1.2. The system will provide a matrix of all interview room cameras as a single display

7. Case management

7.1. The system must provide the ability to manage case information including

7.1.1. Case identification information

7.1.2. Video / audio recordings

7.1.3. Imported video captured on third party systems (cell phones / other DVMS / etc)

7.2. The system must provide licenses for at least 4 additional computers to access case management / video recordings / view video / export video

8. Recording

8.1. The recording system will capture and record all video at native camera resolution

8.2. The recording system must ensure both video / audio recordings are not modified during storage

8.3. Recording system must provide at least redundant storage for video recordings of at least 5Tb

8.4. Recording system must provide fault tolerance design for video storage, operating system, and case files

8.5. Recording system must provide a visual indicator of remaining space for current capture on display

8.6. Recording system will auto-purge video not identified as part of an active case in 90days

8.7. Recording system must simultaneously record on two separate recording servers

8.7.1. The system must allow for recording if one system is unavailable

8.8. The system must allow for metadata on video recordings including

8.8.1. Subject(s) involved with recordings

8.8.2. Notes on recording

9. Integrations

9.1. Any integrations with 3-party software will be of interest, especially to the following

9.1.1. Porter Lee – BEAST software (provide storage / identification of video evidence information)

9.1.2. Milestone recording software (Provide ability to identify and export \ import milestone stored video)

9.1.3. Panasonic Arbitrator software (Provide ability to identify and export \ import Panasonic In-Car video)

9.1.4. Motorola PremierOne CAD / RMS solution (provide ability to link case \ report information)

10. Warranty

10.1. All equipment must supply a 3 year warranty for any malfunction

10.2. All software must supply a 3 year support / maintenance

10.3. All services must be warranty for 1 year after implementation

11. Training

11.1. The supplier will provide classroom end-user training to all users on the capability and functionality supplied for up to 24 people

11.2. The supplier will provide advanced technical training to at three (3) administrators of the system

E. Requirements for Proposal

Village of Palatine prefers bids to be concise and easy to understand. Do not include unnecessary or extraneous information. Please format the proposal with the following sections. Include all information requested.

Village of Palatine – Request for Proposal**Section I – Executive Summary**

This section must include a brief overview of the key elements of your proposal. Highlight any features or areas that differentiate your services and products from competitors.

Section II – Technical Specifications

List the technical specifications of the hardware and associated costs. Provide delivery and installation projections with order date of September 16, 2011.

Technical specifications must include any project or site conditions which require additional facility / environment improvements.

Section III – Requirement Solution

Identify solutions for all requirements identified by the Village of Palatine. Please identify the technical solution / item required to fulfill the requirements. Any requirement not provided a solution must be also identified.

Section IV – Proposed project plan

List the technical specifications of the hardware and associated costs. Provide delivery projections with order date of September 16, 2011.

The project plan must identify milestones and measure for the implementation. Standard bi-weekly project meetings will be required during the implementation phase of the project.

Section V – Costs

The proposals must identify all equipment costs for State & Local government entities. Pricing must be fixed for the proposal.

Village of Palatine – Request for Proposal**Section VI – Proposed Technical Team**

List the key individuals that will be involved in the project management, technical implementation and support for the proposal. Include experience of implementation on proposed equipment.

Training / instructors is required for all users of the system. Please include training team members and experiences on teaching identified solution.

F. Terms and Conditions

- 1) Village of Palatine reserves the right to accept or reject any RFP
- 2) The Village reserves the right to award the contract to the next qualified firm
 - i. if the successful firm does not begin contracted services within the prescribed days stated in the contract.
- 3) The contracted firm will correct any and all errors and omissions that they make, at their own expense.
- 4) Upon receipt of this bids by potential proposers, contact with any elected or appointed official, authority or board member, or employee of Village of Palatine, other than the contact listed, initiated by a firm representative to promote the firm(s) selection may result in disqualification. Timely information to all interested parties with regard to progress in the selection process and its results will be provided.
- 5) The contractor and subcontractors must adhere all aspects of the Illinois Prevailing Wage Act.

G. Procedures for Submitting Proposals**Questions about the bids must be directed to:**

Contact: Larry Schroth
 Director of IT
 E-mail: lschroth@palatine.il.us
 Phone: (847)963-6270
 Mailing Address: 200 E. Wood Street, Palatine, IL 60067

Proposals will be received at:

Mr. Larry Schroth
 Director of IT
 200 E. Wood Street
 Palatine, IL 60067

- 1) Proposals must arrive at the above listed address no later than **4:00 PM, Nov 21, 2018** to be considered. Responses received after this time will be marked “LATE” and will remain unopened. No faxed / email responses will be received.

Village of Palatine – Request for Proposal

- 2) No questions will be accepted after Nov 20 2018 at 4 PM.
- 3) The original and one copy must be submitted together in a sealed envelope or container, to the attention of Larry Schroth, stating on the outside:

Contractor's name

Address

Telephone number

Due date

RFP title "Village of Palatine Interview Room Recording System"

- 4) **Proposals must contain a manual signature of an authorized representative of the responding firm(s).**
- 5) **Village of Palatine is not liable for any costs incurred by proposers prior to the issuance of a written Notice to Proceed.**
- 6) The contents of the Proposal of the successful firm may become part of any subsequent contractual obligation.

Attachment: PD Interview System RFP (PD Interview Recording System)

Village of Palatine – Request for Proposal**H. Vendor Signature**

By submission of this proposal, the offered certifies that he/she has arrived at costs independently, without consultation, communication, or agreement for the purpose of restricting competition.

Business Contact Representative

Operational Contact Representative

Vendor's Name

Federal ID #

Address

Vendor's Web Site

Phone

Fax

Email

Authorized Signature

Date

Typed Name & Title

Attachment: PD Interview System RFP (PD Interview Recording System)

Village of Palatine – Request for Proposal

Attachment: PD Interview System RFP (PD Interview Recording System)

Consider a Motion to approve Warrant #1

Village of Palatine Warrant approval

Village Clerk

Mayor

Warrant # 1 having been approved by the Village Council on 01/07/2019 authorizes the Treasurer to deposit funds from the accounts indicated below:

		Check/ACH Disbursements	Electronic (EFT/W-T) Disbursements	Manual Checks	Fund Expense
General Fund	100	152,861.92	-	546.63	153,408.55
Federal Equitable Sharing Fund	221	160.58	-	-	160.58
State Equitable Sharing Fund	222	4,050.00	-	-	4,050.00
Downtown TIF Fund	233	11,881.50	-	-	11,881.50
Rand Corridor TIF Fund	234	2,643.75	-	-	2,643.75
Capital Equipment Fund	401	40,017.42	-	-	40,017.42
Capital Improvements Fund	402	796.00	-	-	796.00
Water Fund	605	56,916.73	-	-	56,916.73
Sewer Fund	610	15,856.00	-	-	15,856.00
Refuse Fund	615	82,890.17	-	-	82,890.17
Parking Fund	620	10,457.24	-	-	10,457.24
Fleet Services Fund	710	52,439.36	-	-	52,439.36
Letter of Credit Fund	820	2,816.61	-	-	2,816.61
Total Report		433,787.28	-	546.63	434,333.91

ATTACHMENTS:

- Warrant #1



Invoice Due Date Range 11/01/18 - 01/22/19
Report By Vendor - Invoice Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Sub-Department 52-40 Public Works,Utilities									
Vendor 4040 - 1st Ayd Corporation									
PSI240668	Sweatshirt Wipes	Open		12/04/2018	01/03/2019	12/19/2018			142.
PSI240711	Parts - STOCK	Open		12/06/2018	01/05/2019	12/20/2018			494.
Vendor 4040 - 1st Ayd Corporation Totals						Invoices	2		\$637.
Vendor 4687 - 3G Safety Supply									
181152	Gas Mix	Open		12/01/2018	12/31/2018	12/27/2018			208.
Vendor 4687 - 3G Safety Supply Totals						Invoices	1		\$208.
Vendor 4516 - Advance Auto Parts									
4051824730513	Parts - C-314	Open		09/04/2018	12/01/2018	12/19/2018			271.
4051824843282	Parts - T-349	Open		09/09/2018	12/01/2018	12/19/2018			108.
4051825321666	Credit Memo	Open		09/10/2018	12/01/2018	12/19/2018			(108.7
4051827031423	Parts - STOCK	Open		09/27/2018	12/01/2018	12/19/2018			169.
4051831833551	Credit Memo	Open		11/14/2018	12/28/2018	12/20/2018			(7.2
4051831833552	Credit Memo	Open		11/14/2018	12/28/2018	12/20/2018			(3.6
4051833225065	Parts - T-407	Open		11/28/2018	12/28/2018	12/20/2018			21.
4051833234100	Parts - STOCK	Open		11/28/2018	12/28/2018	12/20/2018			47.
4051834025372	Parts - PT-406	Open		12/06/2018	01/05/2019	12/19/2018			92.
4051834025373	Parts - PT-406	Open		12/06/2018	01/05/2019	12/19/2018			41.
4051834134464	Parts - STOCK	Open		12/07/2018	01/06/2019	12/20/2018			65.
4051834425519	Parts - STOCK	Open		12/10/2018	01/09/2019	12/19/2018			198.
4051834425520	Parts - STOCK	Open		12/10/2018	01/09/2019	12/20/2018			229.
4051834434567	Parts - STOCK	Open		12/10/2018	01/09/2019	12/20/2018			11.
4051834444063	Parts - PT-233	Open		12/10/2018	01/09/2019	12/19/2018			4.
4051834634661	Parts - T-412	Open		12/12/2018	01/11/2019	12/19/2018			20.
4051834834711	Parts - T-371	Open		12/14/2018	01/13/2019	12/19/2018			31.
4051834834713	Parts - T-371	Open		12/14/2018	01/13/2019	12/19/2018			27.
4051835525941	Parts - T-374	Open		12/21/2018	01/20/2019	12/20/2018			39.
4051835525953	Parts - T-415	Open		12/21/2018	01/20/2019	12/20/2018			56.
Vendor 4516 - Advance Auto Parts Totals						Invoices	20		\$1,316.
Vendor 4746 - Advanced Tree Care									
2738	2018 Parkway Tree Trimming Program	Open		12/16/2018	01/15/2019	12/31/2018			12,982.
Vendor 4746 - Advanced Tree Care Totals						Invoices	1		\$12,982.
Vendor 3960 - AED Professionals									
65521	Zoll AED	Open		12/13/2018	01/12/2019	12/14/2018			799.
Vendor 3960 - AED Professionals Totals						Invoices	1		\$799.

Attachment: Warrant #1 (Warrant # 1)



Invoice Due Date Range 11/01/18 - 01/22/19
Report By Vendor - Invoice Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 1759 - Air One Equipment, Inc.									
138991	6 month maint service	Open		12/13/2018	01/12/2019	12/28/2018			654.
Vendor 1759 - Air One Equipment, Inc. Totals							Invoices	1	\$654.
Vendor 2213 - Al Piemontes Arlington Hts Ford									
851054	Parts - T-443	Open		11/29/2018	12/29/2018	12/31/2018			226.
851158	Parts - T-434	Open		11/30/2018	12/30/2018	12/31/2018			255.
Vendor 2213 - Al Piemontes Arlington Hts Ford Totals							Invoices	2	\$482.
Vendor 2611 - Al Warren Oil Co									
W1187867	Motor Fuel	Open		12/13/2018	01/12/2019	12/28/2018			12,152.
W1188627	Motor Fuel - Kasuba	Open		12/13/2018	01/12/2019	12/28/2018			430.
W1188628	Motor Fuel - North Supply Station	Open		12/13/2018	01/12/2019	12/28/2018			725.
W1188629	Motor Fuel - Village Hall	Open		12/13/2018	01/12/2019	12/28/2018			710.
W1188630	Motor Fuel - South Supply Station	Open		12/13/2018	01/12/2019	12/28/2018			580.
W1188631	Motor Fuel - Countryside/Sterling	Open		12/13/2018	01/12/2019	12/28/2018			640.
W1188632	Motor Fuel - Arlington Crest LS	Open		12/13/2018	01/12/2019	12/28/2018			1,543.
W1188633	Motor Fuel - Heron Drive	Open		12/13/2018	01/12/2019	12/28/2018			265.
Vendor 2611 - Al Warren Oil Co Totals							Invoices	8	\$17,048.
Vendor 2291 - American Backflow Prevention Inc									
6514	Annual Backflow Test -Police Headquarters	Open		12/11/2018	01/10/2019	12/05/2018			281.
Vendor 2291 - American Backflow Prevention Inc Totals							Invoices	1	\$281.
Vendor 2345 - Amerigas									
804067540	Fuel - E-111	Open		12/10/2018	01/09/2019	12/19/2018			85.
Vendor 2345 - Amerigas Totals							Invoices	1	\$85.
Vendor 2491 - Anderson Pest Solutions									
5019548	Pest Control Service December 2018-CSF	Open		12/03/2018	01/02/2019	12/14/2018			76.
5019769	Pest Control Service December 2018-Fire Station 82	Open		12/03/2018	01/02/2019	12/14/2018			46.
Vendor 2491 - Anderson Pest Solutions Totals							Invoices	2	\$123.
Vendor 1730 - Andres Medical Billing									
245317	Billing Charges - December	Open		01/02/2019	01/02/2019	12/31/2018			6,495.
Vendor 1730 - Andres Medical Billing Totals							Invoices	1	\$6,495.

Attachment: Warrant #1 (Warrant # 1)



Invoice Due Date Range 11/01/18 - 01/22/19
Report By Vendor - Invoice Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 1799 - Aptim Environmental & Infrastructure, Inc									
430649	Redevelopment Services for 5 W. Palatine Road	Open		12/20/2018	01/19/2019	12/14/2018			2,816.
Vendor 1799 - Aptim Environmental & Infrastructure, Inc Totals									Invoices 1 \$2,816.
Vendor 1443 - Arlington Power Equipment									
785456	Supplies-Chain Loop	Open		10/01/2018	12/31/2018	12/31/2018			29.
785653	Supplies-Rewind Spring	Open		10/02/2018	12/31/2018	12/31/2018			8.
796319	Parts - PT-245	Open		12/12/2018	01/11/2019	12/26/2018			254.
796179	Parts - PT-17	Open		12/18/2018	01/17/2019	12/26/2018			70.
Vendor 1443 - Arlington Power Equipment Totals									Invoices 4 \$362.
Vendor 2322 - Arrow Road Construction Company									
16983	UPM Cold Patch	Open		12/13/2018	01/12/2019	12/31/2018			4,179.
Vendor 2322 - Arrow Road Construction Company Totals									Invoices 1 \$4,179.
Vendor 2540 - Associated Technical Service Ltd									
30868	Leak Detection Services	Open		12/14/2018	01/13/2019	12/18/2018			670.
Vendor 2540 - Associated Technical Service Ltd Totals									Invoices 1 \$670.
Vendor 2744 - Avalon Petroleum Company									
019638	Motor Fuel	Open		11/29/2018	12/29/2018	12/19/2018			12,540.
064175	Motor Fuel	Open		11/29/2018	12/29/2018	12/19/2018			2,912.
Vendor 2744 - Avalon Petroleum Company Totals									Invoices 2 \$15,452.
Vendor 1841 - B & H Photo-Video									
151124084	Camera for Train Station	Open		12/06/2018	01/05/2019	12/13/2018			393.
Vendor 1841 - B & H Photo-Video Totals									Invoices 1 \$393.
Vendor 2282 - Baxter And Woodman									
0203504	Rand Road Water Main (Capri Village) Design Engineering Services	Open		12/13/2018	01/12/2019	12/17/2018			6,180.
Vendor 2282 - Baxter And Woodman Totals									Invoices 1 \$6,180.
Vendor 1101 - Beverly Materials LLC									
236943	Wash Stone-WMB Restoration Repair	Open		12/15/2018	01/14/2019	12/18/2018			343.
237025	Wash Stone-WMB Restoration Repair	Open		12/22/2018	01/21/2019	12/18/2018			512.
Vendor 1101 - Beverly Materials LLC Totals									Invoices 2 \$855.

Attachment: Warrant #1 (Warrant # 1)



Invoice Due Date Range 11/01/18 - 01/22/19
Report By Vendor - Invoice Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 2976 - Bill Huffman Landscape Services									
HUFF12-17-18	Wood Street Commuter Pavillion Retaining Wall	Open		12/17/2018	01/16/2019	12/19/2018			350.
HUFF12-17-182	Reset Brick Pavers Public Walkway-72 N. Smith Street	Open		12/17/2018	01/16/2019	12/19/2018			200.
Vendor 2976 - Bill Huffman Landscape Services Totals							Invoices	2	\$550.
Vendor 1722 - Bollinger Lach & Associates Inc									
19385-4	Rosalie and Westwood Water Main Replacement Engineering Services	Open		10/31/2018	12/26/2018	12/17/2018			6,600.
Vendor 1722 - Bollinger Lach & Associates Inc Totals							Invoices	1	\$6,600.
Vendor 2728 - Bornquist Inc									
5446149	Police Headquarters-#2 Boiler Repair	Open		12/14/2018	01/13/2019	12/14/2018			1,793.
Vendor 2728 - Bornquist Inc Totals							Invoices	1	\$1,793.
Vendor 1401 - Bothwell St Properties LLC									
Pynt #14	2006B Redev Note Pynt #14	Open		01/02/2019	01/02/2019	01/02/2019			10,419.
Vendor 1401 - Bothwell St Properties LLC Totals							Invoices	1	\$10,419.
Vendor 3146 - Boundless Network Inc									
I326227	Public Works Coordinator Pants - Powers	Open		12/13/2018	01/12/2019	12/26/2018			79.
Vendor 3146 - Boundless Network Inc Totals							Invoices	1	\$79.
Vendor 2777 - Brady Worldwide Inc									
9338881145	Lockout Tagout Procedure	Open		12/17/2018	01/16/2019	12/14/2018			928.
Vendor 2777 - Brady Worldwide Inc Totals							Invoices	1	\$928.
Vendor 4463 - David E Brandwein									
2018-00001378	Tuition Reimbursement - Spanish 205	Open		12/21/2018	12/21/2018	12/21/2018			281.
Vendor 4463 - David E Brandwein Totals							Invoices	1	\$281.
Vendor 2243 - Bristol Hose & Fitting									
3388098	Parts - STOCK	Open		12/10/2018	01/09/2019	12/19/2018			30.
3388317	Parts - STOCK	Open		12/12/2018	01/11/2019	12/26/2018			109.
Vendor 2243 - Bristol Hose & Fitting Totals							Invoices	2	\$140.
Vendor 4829 - Cardno Inc.									
265953	Evaluation Report for Police Headquarters Pond	Open		12/13/2018	01/12/2019	12/31/2018			1,600.
Vendor 4829 - Cardno Inc. Totals							Invoices	1	\$1,600.

Attachment: Warrant #1 (Warrant # 1)



Invoice Due Date Range 11/01/18 - 01/22/19
Report By Vendor - Invoice Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 2774 - Cargill Inc-Salt Division									
2904471519	2018 Rock Salt	Open		12/10/2018	01/09/2019	12/10/2018			11,998.
			Vendor 2774 - Cargill Inc-Salt Division Totals			Invoices	1		<u>\$11,998.</u>
Vendor 1576 - CC Cartage Excavating									
8575	Wash Stone-WMB Restoration Repair	Open		12/11/2018	01/10/2019	12/18/2018			757.
			Vendor 1576 - CC Cartage Excavating Totals			Invoices	1		<u>\$757.</u>
Vendor 2732 - CDW Government Inc									
QKM2489	Microsoft Office 2019 Licenses	Open		12/17/2018	01/16/2019	12/28/2018			9,822.
			Vendor 2732 - CDW Government Inc Totals			Invoices	1		<u>\$9,822.</u>
Vendor 2495 - Chicago Communication Service									
307234	Parts - STOCK	Open		11/30/2018	12/30/2018	12/26/2018			175.
307371	Parts - STOCK	Open		12/07/2018	01/06/2019	12/19/2018			198.
			Vendor 2495 - Chicago Communication Service Totals			Invoices	2		<u>\$373.</u>
Vendor 3540 - Joseph A Christians									
2018-00001406	Annual K9track.com Program Recertification	Open		12/01/2018	01/07/2019	12/31/2018			144.
			Vendor 3540 - Joseph A Christians Totals			Invoices	1		<u>\$144.</u>
Vendor 3746 - Edwin Christudhas									
2018-00001398	Special Olympics Sears Centre Truck Convoy	Open		08/25/2018	01/07/2019	12/28/2018			100.
			Vendor 3746 - Edwin Christudhas Totals			Invoices	1		<u>\$100.</u>
Vendor 2707 - Ciorba Group Inc									
0023955	Salt Creek Streambank Stabilization Engineering Services	Open		12/13/2018	01/12/2019	12/14/2018			8,014.
			Vendor 2707 - Ciorba Group Inc Totals			Invoices	1		<u>\$8,014.</u>
Vendor 1762 - City Of Rolling Meadows									
20180329	Station Operation and Maintenance	Open		07/02/2018	12/31/2018	12/18/2018			971.
			Vendor 1762 - City Of Rolling Meadows Totals			Invoices	1		<u>\$971.</u>
Vendor 1488 - CNS Tire Supply									
24333	Repair and Maintenance - T-416	Open		12/20/2018	01/19/2019	12/26/2018			54.
			Vendor 1488 - CNS Tire Supply Totals			Invoices	1		<u>\$54.</u>

Attachment: Warrant #1 (Warrant # 1)



9.1.a

Attachment: Warrant #1 (Warrant # 1)



Invoice Due Date Range 11/01/18 - 01/22/19
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 3706 - Constellation NewEnergy Inc									
13317698801	Electricity-2399 N. Dee Lane Deer Park Booster Station	Open		11/12/2018	12/28/2018	12/20/2018			153.
13317705201	Electricity-2175 N. Coach Road Long Grove Well 15	Open		11/12/2018	12/28/2018	12/20/2018			149.
13317710401	Electricity-1501 N. Hicks Road Hicks and Dundee Pump Station	Open		11/12/2018	12/28/2018	12/20/2018			421.
13317789601	Electricity-0 W. Haleys Hill Court Dunhaven Woods Lift Station	Open		11/12/2018	12/28/2018	12/20/2018			123.
13317787901	Electricity-975 N. Sterling Avenue RT/25 Street Lighting	Open		11/13/2018	12/29/2018	12/20/2018			102.
13331223701	Electricity-803 W. Panorama Drive Deer Grove Lift Station	Open		11/13/2018	12/29/2018	12/20/2018			128.
13331228801	Electricity-1381 N. Rohlwing Road North Supply Pump Station	Open		11/13/2018	12/29/2018	12/20/2018			4,673.
13331234901	Electricity-137 W. Wood Street Unit 2 Train Station	Open		11/13/2018	12/29/2018	12/20/2018			318.
13331235901	Electricity-137 W. Wood Street Unit 1 Parking Lot Lights	Open		11/13/2018	12/29/2018	12/20/2018			478.
13331244601	Electricity-137 W. Wood Street Unit 3 Starbucks	Open		11/13/2018	12/29/2018	12/20/2018			257.
13331247101	Electricity-Heron Drive Well 10 Pump Station	Open		11/13/2018	12/29/2018	12/20/2018			3,798.
13331260501	Electricity-1484 N. Oak Street Pepper Tree Lift Station	Open		11/13/2018	12/29/2018	12/20/2018			281.
13331266801	Electricity-1465 E. Evergreen Drive Randville Lift Station	Open		11/13/2018	12/29/2018	12/20/2018			1,023.
13331270401	Electricity-251 W. Colfax Parking Deck	Open		11/13/2018	12/29/2018	12/20/2018			2,904.
13338307901	Electricity-0 N. Smith St./King George Ct. RT/23 Street Lighting	Open		11/14/2018	12/30/2018	12/20/2018			4,959.
13338310101	Electricity-0 N. Smith St./1 N. Cherrywood Dr. Street Lighting	Open		11/14/2018	12/30/2018	12/20/2018			6,708.
13338318801	Electricity-251 W. Colfax Street RT/25 Parking Lot Lighting	Open		11/14/2018	12/30/2018	12/20/2018			53.
13338331501	Electricity-50 N. Brockway Street Parking Lot Lighting	Open		11/14/2018	12/30/2018	12/20/2018			78.
13338335201	Electricity-560 S. Hale Street Storm Water Pump Station	Open		11/14/2018	12/30/2018	12/20/2018			48.
13338338201	Electricity-47 W. Slade Street RT/25 Street Lighting	Open		11/14/2018	12/30/2018	12/20/2018			65.
13338351701	Electricity-519 S. Consumers Avenue Arlington Crest Lift Station	Open		11/14/2018	12/30/2018	12/20/2018			146.
13338358401	Electricity-550 N. Smith Street Well 7 Pump Station	Open		11/14/2018	12/30/2018	12/20/2018			312.

Attachment: Warrant #1 (Warrant # 1)



Invoice Due Date Range 11/01/18 - 01/22/19
Report By Vendor - Invoice Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 3706 - Constellation NewEnergy Inc									
13338399701	Electricity-0 Kenilworth and Elizabeth Winston Tank	Open		11/14/2018	12/30/2018	12/20/2018			47.
13338412701	Electricity-1830 N. Baldwin Road Kasuba Lift Station	Open		11/14/2018	12/30/2018	12/20/2018			1,000.
13338413601	Electricity-0 N. Smith Street Union Pacific Box	Open		11/14/2018	12/30/2018	12/20/2018			194.
13338426801	Electricity-0 Benton and Wilmette Wilmette Lift Station	Open		11/14/2018	12/30/2018	12/20/2018			67.
13338429901	Electricity-Palatine and Oak Street Lighting	Open		11/14/2018	12/30/2018	12/20/2018			106.
13338452801	Electricity-Palatine and Bothwell Street Lighting	Open		11/14/2018	12/30/2018	12/20/2018			198.
13343030001	Electricity-0 Harper Well 6	Open		11/15/2018	12/31/2018	12/20/2018			349.
13343135201	Electricity-914 W. Lukas Avenue Square D Lift Station	Open		11/15/2018	12/31/2018	12/20/2018			103.
13343143701	Electricity-826 W. Exner Court Pond Aerator	Open		11/15/2018	12/31/2018	12/20/2018			50.
13343145001	Electricity-1100 W. Illinois Avenue Well 5	Open		11/15/2018	12/31/2018	12/20/2018			670.
13343146201	Electricity-149 W. Michigan Avenue South Supply Pump Station	Open		11/15/2018	12/31/2018	12/20/2018			3,067.
13343154401	Electricity-1525-35 S. Roselle Road Shires Lift Station	Open		11/15/2018	12/31/2018	12/20/2018			280.
Vendor 3706 - Constellation NewEnergy Inc Totals							Invoices	40	\$43,682.
Vendor 2605 - Contech-MSI Co									
149148	Annual Fire Alarm System Inspection-137 Wood St	Open		11/30/2018	12/30/2018	12/14/2018			585.
149149	Annual Fire Alarm System Inspection-251 Colfax	Open		11/30/2018	12/30/2018	12/14/2018			585.
149150	Annual Fire Alarm & Sprinkler System Inspection-200 E Wood St	Open		11/30/2018	12/30/2018	12/14/2018			905.
149276	Annual Preaction Inspection-200 E Wood St	Open		12/14/2018	01/13/2019	12/14/2018			595.
Vendor 2605 - Contech-MSI Co Totals							Invoices	4	\$2,670.
Vendor 2766 - Cook County Recorder Of Deeds									
29811302018	Recording Fees	Open		11/30/2018	12/30/2018	12/19/2018			84.
Vendor 2766 - Cook County Recorder Of Deeds Totals							Invoices	1	\$84.
Vendor 2773 - Core & Main LP									
J901664	Meters	Open		12/12/2018	01/11/2019	12/18/2018			6,235.
Vendor 2773 - Core & Main LP Totals							Invoices	1	\$6,235.

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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 1521 - Corporate Identity Inc									
928281-Reissue	VIP - USB Drives	Open		01/03/2019	01/03/2019	01/03/2019			307.
Vendor 1521 - Corporate Identity Inc Totals								Invoices	1 \$307.
Vendor 4812 - CTIconnect, LLC									
IN111517	License Keys	Open		10/05/2018	11/04/2018	12/04/2018			3,200.
Vendor 4812 - CTIconnect, LLC Totals								Invoices	1 \$3,200.
Vendor 4599 - Cummins Sales and Service									
F2-58986	Repair and Maintenance - G-018	Open		11/26/2018	12/26/2018	12/28/2018			3,339.
F2-62985	Parts - T-412	Open		12/13/2018	01/12/2019	12/26/2018			1.
Vendor 4599 - Cummins Sales and Service Totals								Invoices	2 \$3,341.
Vendor 3852 - De Lage Landen Public Finance									
61577983	Sharp Copier Lease	Open		11/28/2018	01/12/2019	11/30/2018			621.
61638243	Samsung Copier Lease	Open		12/08/2018	01/01/2019	12/13/2018			1,058.
Vendor 3852 - De Lage Landen Public Finance Totals								Invoices	2 \$1,679.
Vendor 2206 - Digi-Key Electronics									
66066448	Parts - T-412	Open		12/13/2018	01/12/2019	12/28/2018			71.
Vendor 2206 - Digi-Key Electronics Totals								Invoices	1 \$71.
Vendor 2828 - Director Of Illinois State Police									
35007	Declaration of Asset Forfeiture/Rpt & Seizure #'s 18-16684	Open		12/27/2018	01/07/2019	12/28/2018			4,050.
Vendor 2828 - Director Of Illinois State Police Totals								Invoices	1 \$4,050.
Vendor 4781 - Document Imaging Services, LLC									
1207	Toner	Open		11/26/2018	12/26/2018	12/27/2018			119.
1230	Toner	Open		12/19/2018	01/18/2019	12/28/2018			198.
1235	Toner	Open		12/20/2018	01/19/2019	12/28/2018			89.
Vendor 4781 - Document Imaging Services, LLC Totals								Invoices	3 \$406.
Vendor 1728 - Doland Engineering, LLC									
18-8593	Construction Management for 2018 Water Main Extensions Project	Open		12/12/2018	01/11/2019	12/17/2018			975.
18-8595	Construction Management for 2018 Drainage Improvements Project	Open		12/15/2018	01/14/2019	12/17/2018			1,397.
18-8596	Construction Management for 2018 South Warren Avenue Storm Sewer	Open		12/17/2018	01/16/2019	12/17/2018			1,197.

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Vendor 1728 - Doland Engineering, LLC									
18-8602	Comfort Lane Drainage Assessment	Open		12/17/2018	01/16/2019	12/17/2018			900.
Vendor 1728 - Doland Engineering, LLC Totals									Invoices 4 \$4,470.
Vendor 3163 - Maria M Dominguez									
2018-00001407	Holiday Helper Program Gifts (Walmart)	Open		12/21/2018	01/07/2019	12/31/2018			500.
Vendor 3163 - Maria M Dominguez Totals									Invoices 1 \$500.
Vendor 2174 - Duo-Safety Ladder Corporation									
468617-000	Prong Feet	Open		12/13/2018	01/12/2019	12/20/2018			71.
Vendor 2174 - Duo-Safety Ladder Corporation Totals									Invoices 1 \$71.
Vendor 2114 - EJ USA, Inc									
110180106513	Fire Hydrant Repair Parts	Open		12/12/2018	01/11/2019	12/18/2018			2,470.
Vendor 2114 - EJ USA, Inc Totals									Invoices 1 \$2,470.
Vendor 2438 - Federal Express									
6-382-72145	Delivery Charges	Open		11/28/2018	12/13/2018	12/21/2018			102.
6-382-75963	Shipping Charges	Open		11/28/2018	12/28/2018	12/19/2018			92.
Vendor 2438 - Federal Express Totals									Invoices 2 \$194.
Vendor 3959 - Fire Smart Promotions									
107693	Pub Ed Supplies	Open		12/06/2018	01/05/2019	12/20/2018			300.
Vendor 3959 - Fire Smart Promotions Totals									Invoices 1 \$300.
Vendor 4505 - First Responders Wellness Center									
1965	Psychotherapy Debriefing /18-20122 (Mesch)	Open		12/14/2018	01/07/2019	12/28/2018			185.
1975	Incident Debriefing - L. Sopcak (18-20122)	Open		12/20/2018	01/19/2019	12/31/2018			185.
Vendor 4505 - First Responders Wellness Center Totals									Invoices 2 \$370.
Vendor 2665 - Fleet Safety Supply									
71460	Parts - STOCK	Open		11/12/2018	12/12/2018	12/31/2018			160.
71543	Parts - T-371	Open		11/27/2018	12/27/2018	12/31/2018			162.
71697	Parts - T-412	Open		12/20/2018	01/19/2019	12/31/2018			211.
Vendor 2665 - Fleet Safety Supply Totals									Invoices 3 \$534.
Vendor 2195 - FMP									
162-001539	Parts - STOCK	Open		11/29/2018	12/29/2018	12/26/2018			159.
Vendor 2195 - FMP Totals									Invoices 1 \$159.

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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 3850 - Foster Coach Sales Inc									
15818	Parts - T-396	Open		12/06/2018	01/05/2019	12/19/2018			81.
Vendor 3850 - Foster Coach Sales Inc Totals									Invoices 1 \$81.
Vendor 3081 - FullLife Safety Center									
41670	Overshoes-Street Light Locates	Open		11/30/2018	12/30/2018	12/14/2018			153.
41703	Tools - STOCK	Open		12/12/2018	01/11/2019	12/19/2018			172.
41689	Overshoes-Powers and Hrycko	Open		12/18/2018	01/17/2019	12/19/2018			179.
Vendor 3081 - FullLife Safety Center Totals									Invoices 3 \$506.
Vendor 3196 - Diane L Gartner									
DGPants12/11	Clothing reimb - Pants	Open		12/11/2018	12/19/2018	12/19/2018			51.
DGParking	Parking for seminar 12/11/18	Open		12/11/2018	12/19/2018	12/19/2018			23.
DGJacket12/12	Diane Jacket Reimbursement	Open		12/12/2018	12/19/2018	12/19/2018			82.
Vendor 3196 - Diane L Gartner Totals									Invoices 3 \$157.
Vendor 3075 - Gateway Palatine LLC									
January 2019	Parking Agreement - January	Open		01/02/2019	01/02/2019	01/02/2019			2,460.
Vendor 3075 - Gateway Palatine LLC Totals									Invoices 1 \$2,460.
Vendor 1447 - GFOA									
2019	Annual Membership	Open		12/06/2018	01/02/2019	01/02/2019			595.
Vendor 1447 - GFOA Totals									Invoices 1 \$595.
Vendor 1250 - Global Emergency Products Inc									
AG66876	Parts - T-353	Open		12/11/2018	01/10/2019	12/26/2018			91.
Vendor 1250 - Global Emergency Products Inc Totals									Invoices 1 \$91.
Vendor 2003 - Global Equipment Co									
113593082	Traffic Barriers (3)	Open		12/11/2018	01/10/2019	12/28/2018			973.
Vendor 2003 - Global Equipment Co Totals									Invoices 1 \$973.
Vendor 1234 - Golf Rose Animal Hospital									
241188	Vet visit for K9 "Hondo" (Contreras)	Open		11/28/2018	12/28/2018	12/31/2018			49.
241341	Vet Visit for K9 "Puma" (Christians)	Open		11/29/2018	12/29/2018	12/31/2018			302.
Vendor 1234 - Golf Rose Animal Hospital Totals									Invoices 2 \$351.
Vendor 2442 - Goodmark Nurseries Llc									
17999	Tree Purchases for Ash Tree Replacement	Open		11/15/2018	12/15/2018	12/19/2018			796.
Vendor 2442 - Goodmark Nurseries Llc Totals									Invoices 1 \$796.

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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 2281 - Grainger									
9031973945	Equipment Parts-Hex Washer and Hammer Drill Bit	Open		12/13/2018	01/12/2019	12/14/2018			18.
Vendor 2281 - Grainger Totals							Invoices	1	\$18.
Vendor 4735 - Michal Grzelczyk									
PWBRMG121818	Boot Reimbursement	Open		12/18/2018	01/01/2019	12/19/2018			82.
Vendor 4735 - Michal Grzelczyk Totals							Invoices	1	\$82.
Vendor 1638 - H & H Electric Co.									
31883	Ground Fault Repairs-Middleton Ave and Hunting Dr	Open		10/31/2018	12/31/2018	12/14/2018			817.
31884	Pole Replacement -305 N. Eric Drive	Open		10/31/2018	12/31/2018	12/14/2018			3,082.
31885	Pole Replacement-Smith Street & Golf Course Bridge	Open		10/31/2018	12/31/2018	12/14/2018			2,100.
Vendor 1638 - H & H Electric Co. Totals							Invoices	3	\$6,000.
Vendor 3764 - James H Herold									
2018-00001304	Travel Expense Reimbursement	Open		12/12/2018	12/30/2018	12/04/2018			302.
Vendor 3764 - James H Herold Totals							Invoices	1	\$302.
Vendor 2917 - Home Depot Credit Services									
1013542	Screwdriver Set, Pliers Set, Grinder	Open		12/13/2018	01/12/2019	12/14/2018			542.
1071506	lumber	Open		12/13/2018	01/12/2019	12/13/2018			11.
1096993	Lights for Packages	Open		12/13/2018	01/12/2019	12/14/2018			80.
7592304	Traffic Water Heater Replacement	Open		12/17/2018	01/16/2019	12/14/2018			325.
5022918	Rebar To Hang Wreaths	Open		12/19/2018	01/18/2019	12/21/2018			9.
4014411	Husky All Purpose Tote	Open		12/20/2018	01/19/2019	12/14/2018			33.
4023034	Chisel and 10 FT 4X4	Open		12/20/2018	01/19/2019	12/26/2018			182.
3071754	Wrecker Blade and Impact Socket-Pie Wagon	Open		12/21/2018	01/20/2019	12/18/2018			72.
Vendor 2917 - Home Depot Credit Services Totals							Invoices	8	\$1,258.
Vendor 2989 - Huerta Bros									
30641	Snow and Ice Removal - Fawn Lane	Open		12/01/2018	12/31/2018	12/26/2018			1,450.
Vendor 2989 - Huerta Bros Totals							Invoices	1	\$1,450.

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Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 2290 - Lake Zurich Radiator & A/C Service 49162	Parts - STOCK	Open		12/18/2018	01/17/2019	12/26/2018			58.
Vendor 2290 - Lake Zurich Radiator & A/C Service Totals						Invoices	1		\$58.
Vendor 4079 - Anthony R Lavacchi 2018-00001351	Weather Floor Mats	Open		12/18/2018	12/18/2018	12/18/2018			189.
Vendor 4079 - Anthony R Lavacchi Totals						Invoices	1		\$189.
Vendor 4688 - Kevin Learch 2018-00001349	Paramedic License Renewal	Open		12/13/2018	12/13/2018	12/13/2018			41.
Vendor 4688 - Kevin Learch Totals						Invoices	1		\$41.
Vendor 2995 - M & B Landscaping PD-275	2018 Parking Deck Snow & Ice Control Services	Open		12/14/2018	01/13/2019	12/14/2018			550.
Vendor 2995 - M & B Landscaping Totals						Invoices	1		\$550.
Vendor 3206 - Paul A Macaluso 2018-00001393	Training Books	Open		12/27/2018	12/27/2018	12/27/2018			147.
2018-00001394	Training Books	Open		12/27/2018	12/27/2018	12/27/2018			739.
2018-00001395	Training Books	Open		12/27/2018	12/27/2018	12/27/2018			1,604.
Vendor 3206 - Paul A Macaluso Totals						Invoices	3		\$2,490.
Vendor 3426 - Scott A Mackeben 2018-00001402	TVs- Training (Fire tv)	Open		12/31/2018	12/31/2018	12/31/2018			274.
Vendor 3426 - Scott A Mackeben Totals						Invoices	1		\$274.
Vendor 2954 - MailFinance N7457616	Postage Machine Lease 1-2-19 to 4-1-19	Open		12/02/2018	01/02/2019	01/02/2019			1,045.
Vendor 2954 - MailFinance Totals						Invoices	1		\$1,045.
Vendor 3890 - Rhonda Malcolm 2018-00001377	Tuition Reimbursement - CISS - 301	Open		12/20/2018	12/20/2018	12/20/2018			753.
Vendor 3890 - Rhonda Malcolm Totals						Invoices	1		\$753.
Vendor 2173 - Menards Inc 93653	Oil Mix	Open		12/04/2018	01/03/2019	12/13/2018			16.
Vendor 2173 - Menards Inc Totals						Invoices	1		\$16.

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Vendor 2737 - Mes Inc/Global									
IN1292924	Ventilation Fan	Open		12/20/2018	01/19/2019	12/27/2018			3,588.
Vendor 2737 - Mes Inc/Global Totals							Invoices	1	\$3,588.
Vendor 1866 - Metro Western Cook Credit Service									
75418	Employment Background Checks (M. Barham/C. Vicari)	Open		12/15/2018	01/14/2019	12/28/2018			72.
Vendor 1866 - Metro Western Cook Credit Service Totals							Invoices	1	\$72.
Vendor 1118 - Mid American Water Of Wauconda Inc									
203900W-1	Utility System Supplies	Open		11/21/2018	12/21/2018	12/18/2018			651.
203900W-2	Utility System Supplies	Open		11/27/2018	12/27/2018	12/18/2018			217.
Vendor 1118 - Mid American Water Of Wauconda Inc Totals							Invoices	2	\$868.
Vendor 3753 - Midwest Remanufacturing Llc									
327617	Parts - T-339	Open		12/05/2018	01/04/2019	12/26/2018			795.
112012	Credit Memo	Open		12/11/2018	01/04/2019	12/26/2018			(300.00)
Vendor 3753 - Midwest Remanufacturing Llc Totals							Invoices	2	\$495.
Vendor 2421 - Mikes Towing/Auto & Truck Repair									
1062858	Repairs & Safety Lane - T-374, T-289 & T-331	Open		10/19/2018	11/18/2018	12/19/2018			108.
1063142	Repairs & Safety Lane - T-451	Open		12/11/2018	01/10/2019	12/31/2018			36.
1063160	Repairs & Safety Lane - T-387 & T-338	Open		12/13/2018	01/12/2019	12/31/2018			72.
Vendor 2421 - Mikes Towing/Auto & Truck Repair Totals							Invoices	3	\$216.
Vendor 2386 - MJ Sports									
16261	Logos - Sanyo	Open		12/19/2018	01/18/2019	12/19/2018			17.
16262	Doug Kroening - Logo / Jacket	Open		12/19/2018	01/18/2019	12/19/2018			9.
Vendor 2386 - MJ Sports Totals							Invoices	2	\$26.
Vendor 2085 - Moore Industrial Hardware									
495121	Parts - T-449	Open		12/10/2018	01/09/2019	12/31/2018			110.
Vendor 2085 - Moore Industrial Hardware Totals							Invoices	1	\$110.
Vendor 1405 - MPC Communications & Lighting Inc									
18-1422	Repairs - C-362	Open		12/19/2018	01/18/2019	12/28/2018			345.
Vendor 1405 - MPC Communications & Lighting Inc Totals							Invoices	1	\$345.
Vendor 2360 - Napa Of Palatine									
4460-207498	Parts - PT-406	Open		12/06/2018	01/05/2019	12/20/2018			80.
4460-208328	Parts - T-412	Open		12/12/2018	01/11/2019	12/20/2018			9.

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Vendor 2360 - Napa Of Palatine									
4460-208343	Parts - T-412	Open		12/12/2018	01/11/2019	12/20/2018			1.
4460-208483	Parts - T-412	Open		12/13/2018	01/12/2019	12/20/2018			33.
4460-208666	Parts -T-371	Open		12/14/2018	01/13/2019	12/20/2018			36.
Vendor 2360 - Napa Of Palatine Totals						Invoices	5		\$161.
Vendor 2253 - Natures Select Pet Of Chicago									
4714	Food for K9 "Hondo" (Contreras)	Open		12/26/2018	01/07/2019	12/31/2018			102.
4715	Food for K9 "Puma" (Christians)	Open		12/31/2018	01/07/2019	12/31/2018			52.
Vendor 2253 - Natures Select Pet Of Chicago Totals						Invoices	2		\$155.
Vendor 2048 - Neofunds									
12-31-18	Village Wide Postage for Postage Meter	Open		12/31/2018	12/31/2018	12/31/2018			3,000.
Vendor 2048 - Neofunds Totals						Invoices	1		\$3,000.
Vendor 3086 - Nicole M Nichols									
NN 12/19/18	Clothing Reimbursement 12/19/2018	Open		12/19/2018	12/19/2018	12/19/2018			42.
Vendor 3086 - Nicole M Nichols Totals						Invoices	1		\$42.
Vendor 2616 - Nicor Gas									
33367400000-1118	Natural Gas-987 E. Palatine Road Station 83	Open		11/14/2018	01/15/2019	12/13/2018			251.
77309667044-1118	Natural Gas-220 W. Illinois Avenue Station 84	Open		11/15/2018	01/02/2019	12/13/2018			245.
93126652572-1118	Natural Gas-150 W. Wilson Street Clu Building	Open		11/15/2018	01/02/2019	12/13/2018			289.
95576400006-1118	Natural Gas-200 W. Illinois Avenue Fire Storage Garage	Open		11/15/2018	01/02/2019	12/13/2018			51.
37917400006-1118	Natural Gas-914 W. Lukas Avenue Square D Lift Station	Open		11/16/2018	01/02/2019	12/13/2018			29.
49923400003-1118	Natural Gas-148 W. Illinois Avenue Combined Service Facility	Open		11/16/2018	01/02/2019	12/13/2018			1,497.
55424779829-1118	Natural Gas-1545-47 Shires Court Shires Lift Station	Open		11/19/2018	01/04/2019	12/13/2018			30.
19505219626-1118	Natural Gas-251 W. Colfax Street Parking Deck	Open		11/26/2018	01/11/2019	12/13/2018			104.
46007255576-1118	Natural Gas-804 W. Panorama Drive Deer Grove Lift Station	Open		11/26/2018	01/11/2019	12/13/2018			29.
70018165616-1118	Natural Gas-432 W. Haleys Hill Court Dunhaven Woods Lift Station	Open		11/26/2018	01/11/2019	12/13/2018			30.
83980510966-1118	Natural Gas-550 N. Smith Street Well 7 Generator	Open		11/26/2018	01/11/2019	12/13/2018			29.

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Vendor 2616 - Nicor Gas									
25237600009-1118	Natural Gas-39 E. Colfax Street Station 85	Open		11/27/2018	01/15/2019	12/13/2018			30.
25623386239-1118	Natural Gas-1484 N. Oak Street Pepper Tree Lift Station	Open		11/27/2018	01/14/2019	12/13/2018			32.
66457600006-1118	Natural Gas-555 E. Dundee Road Hicks & Dundee Pump Station	Open		11/27/2018	01/14/2019	12/13/2018			162.
68017400000-1118	Natural Gas-137 W. Wood Street Train Station	Open		11/27/2018	01/14/2019	12/13/2018			138.
60365400005-1118	Natural Gas-1475 N. Hicks Road Station 82	Open		11/28/2018	01/15/2019	12/13/2018			550.
88271305703-1118	Natural Gas-1465 E. Evergreen Drive Randville Lift Station	Open		11/28/2018	01/15/2019	12/13/2018			107.
36756460568-1118	Natural Gas-884 E. Lilly Lane Rose and Lilly Lift Station	Open		11/29/2018	01/15/2019	12/13/2018			100.
51394453685/1118	Natural Gas-595 N. Hicks Road Police Headquarters	Open		11/29/2018	01/15/2019	12/13/2018			2,330.
88097600006-1118	Natural Gas-2175 N. Coach Road Long Grove Pump Station	Open		11/29/2018	01/15/2019	12/13/2018			189.
94487607957-1118	Natural Gas-1215 N. Quentin Road Station 81	Open		11/29/2018	01/15/2019	12/13/2018			596.
Vendor 2616 - Nicor Gas Totals						Invoices	21		\$6,827.
Vendor 1753 - North East Multi-Regional Trng.									
247324	40-Hr Soklove Field Training Officer x 2	Open		12/20/2018	01/19/2019	12/31/2018			510.
Vendor 1753 - North East Multi-Regional Trng. Totals						Invoices	1		\$510.
Vendor 3002 - Northwest Community Hospital-OEHS									
14824	2018 Services Medical - FD Physical Exam D.Citrano	Open		12/04/2018	01/08/2019	12/18/2018			1,181.
14831	Exam	Open		12/04/2018	01/03/2019	12/13/2018			370.
14871	Annual Exams	Open		12/07/2018	01/06/2019	12/13/2018			1,716.
Vendor 3002 - Northwest Community Hospital-OEHS Totals						Invoices	3		\$3,267.
Vendor 1480 - Northwest Trucks, Inc.									
01P514473	Parts - T-412	Open		12/12/2018	01/11/2019	12/26/2018			119.
01P515765	Parts - T-371	Open		12/20/2018	01/19/2019	12/31/2018			47.
Vendor 1480 - Northwest Trucks, Inc. Totals						Invoices	2		\$166.
Vendor 2753 - Office Depot Inc									
245417159001	Shared Office Supplies and Paper	Open		12/12/2018	01/12/2019	12/20/2018			173.
Vendor 2753 - Office Depot Inc Totals						Invoices	1		\$173.
Vendor 1214 - On Time Embroidery Inc.									
OEH 57756	clothing	Open		12/03/2018	01/02/2019	12/14/2018			218.00

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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 1214 - On Time Embroidery Inc.									
OEHS7994	clothing	Open		12/11/2018	01/10/2019	12/12/2018			284.
OEHS7995	clothing	Open		12/11/2018	01/10/2019	12/12/2018			329.
OEHS7996	clothing	Open		12/11/2018	01/10/2019	12/12/2018			284.
ES57701	Clothing	Open		12/19/2018	01/18/2019	12/31/2018			1,000.
Vendor 1214 - On Time Embroidery Inc. Totals						Invoices	5		\$2,115.
Vendor 4155 - Ozinga Ready Mix Concrete Inc									
1202831	Concrete	Open		12/14/2018	01/13/2019	12/18/2018			741.
Vendor 4155 - Ozinga Ready Mix Concrete Inc Totals						Invoices	1		\$741.
Vendor 2572 - Paddock Publications, Inc									
T4513124	Statement of Int -PW-Baldwin Rd Culvert Rehab Project	Open		12/01/2018	01/01/2019	12/28/2018			237.
T4513179	PZB - Review of FY2017 Community Dev Block Grant Perf Report	Open		12/01/2018	01/01/2019	12/28/2018			132.
T4513656	PZB - 214 S. Greeley	Open		12/01/2018	01/01/2019	12/28/2018			55.
T4513657	PZB - 652 N. Quentin Road	Open		12/01/2018	01/01/2019	12/28/2018			90.
T4514159	PZB - Public Hearing Re Code of Ord re fences, dumpsters	Open		12/08/2018	01/08/2019	12/28/2018			59.
T4514503	PZB - Notice of Intent to Request Release of Funds	Open		12/15/2018	01/15/2019	12/28/2018			199.
Vendor 2572 - Paddock Publications, Inc Totals						Invoices	6		\$774.
Vendor 1561 - Palatine Ace Hardware									
45504/1	Station 84 supplies	Open		12/12/2018	01/11/2019	12/13/2018			16.
45518/1	Parts - T-412	Open		12/17/2018	01/16/2019	12/20/2018			2.
45521/1	Parts - T-412	Open		12/17/2018	01/16/2019	12/20/2018			.
45524/1	Station 84 Supplies	Open		12/18/2018	01/17/2019	12/18/2018			6.
45527/1	Fasteners	Open		12/19/2018	01/18/2019	12/14/2018			4.
Vendor 1561 - Palatine Ace Hardware Totals						Invoices	5		\$30.
Vendor 1583 - Palatine Park District									
PWPDKIT122018	Kitchen Supplies	Open		12/20/2018	01/19/2019	12/19/2018			229.
PWPDKIT122018-2	Kitchen Supplies	Open		12/20/2018	01/19/2019	12/19/2018			142.
Vendor 1583 - Palatine Park District Totals						Invoices	2		\$371.
Vendor 2387 - Park Towne Condominium Association									
December 2018	Parking Agreement - December	Open		12/28/2018	01/08/2019	12/28/2018			1,564.
Vendor 2387 - Park Towne Condominium Association Totals						Invoices	1		\$1,564.

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Vendor 4636 - PDC Laboratories Inc									
I9348221	Water Sample Testing	Open		11/30/2018	12/30/2018	12/18/2018			2,007.
			Vendor 4636 - PDC Laboratories Inc Totals			Invoices	1		\$2,007.
Vendor 3129 - Joseph D Petykowski									
PWBRJP123118	Boot Reimbursement	Open		12/31/2018	01/07/2019	12/19/2018			213.
			Vendor 3129 - Joseph D Petykowski Totals			Invoices	1		\$213.
Vendor 4809 - Physio-Control Inc									
118094135	Lucas Suction Cups	Open		12/11/2018	01/10/2019	12/17/2018			425.
			Vendor 4809 - Physio-Control Inc Totals			Invoices	1		\$425.
Vendor 2167 - Pomp's Tire Service, Inc.									
410634917	Parts - PT-234	Open		12/13/2018	01/12/2019	12/19/2018			781.
280092333	Credit Memo	Open		12/18/2018	01/12/2019	12/19/2018			(220.0
280092347	Parts - E-603	Open		12/20/2018	01/19/2019	12/26/2018			40.
			Vendor 2167 - Pomp's Tire Service, Inc. Totals			Invoices	3		\$601.
Vendor 3721 - Positive Promotions									
06181213	PPD Carabiner Hooks - Crime Prevention Unit	Open		12/17/2018	01/16/2019	12/31/2018			242.
			Vendor 3721 - Positive Promotions Totals			Invoices	1		\$242.
Vendor 3616 - Power Equipment Leasing Co.									
W 907	Ansi inspection - T-405, T-345, T-408	Open		11/08/2018	12/08/2018	12/28/2018			2,010.
			Vendor 3616 - Power Equipment Leasing Co. Totals			Invoices	1		\$2,010.
Vendor 2505 - Pro Fire Sales & Service Inc									
862	Gear Repairs	Open		12/14/2018	01/13/2019	12/17/2018			460.
			Vendor 2505 - Pro Fire Sales & Service Inc Totals			Invoices	1		\$460.
Vendor 1944 - Quill Corporation									
3490642	Office Supplies	Open		12/13/2018	01/12/2019	12/19/2018			88.
3556255	Office Supplies	Open		12/17/2018	01/16/2019	12/19/2018			19.
3565195	Office Supplies - General	Open		12/17/2018	01/16/2019	12/19/2018			223.
3565487	Office Supplies-Paper	Open		12/17/2018	01/16/2019	12/27/2018			126.
			Vendor 1944 - Quill Corporation Totals			Invoices	4		\$457.
Vendor 4300 - Ray O'Herron Co, Inc									
1863926-CM	Misc Uniform/Equipment Items (Credit Inv #1866684)	Open		12/03/2018	01/02/2019	12/28/2018			(33.0

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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 4300 - Ray O'Herron Co, Inc									
1865094-IN	Misc Uniform/Equipment Items (Heuertz)	Open		12/07/2018	01/06/2019	12/28/2018			21.
1865095-IN	Misc Uniform/Equipment Items (Christudhas)	Open		12/07/2018	01/06/2019	12/28/2018			21.
1865096-IN	Misc Uniform/Equipment Items (Bonneville)	Open		12/07/2018	01/06/2019	12/28/2018			22.
1865097-IN	Misc Uniform/Equipment Items (Hunter)	Open		12/07/2018	01/06/2019	12/28/2018			139.
1865098-IN	Misc Uniform/Equipment Items (Brown)	Open		12/07/2018	01/06/2019	12/28/2018			49.
1865099-IN	Misc Uniform/Equipment Items (New Hires)	Open		12/07/2018	01/06/2019	12/28/2018			231.
1865579-CM	Misc Uniform/Equipment Items (Credit Inv # 1865095)	Open		12/11/2018	01/06/2019	12/28/2018			(10.0
1865582-IN	Misc Uniform/Equipment Items (Christudhas)	Open		12/11/2018	01/10/2019	12/28/2018			4.
1865584-IN	Misc Uniform/Equipment Items (Wendricks)	Open		12/11/2018	01/10/2019	12/28/2018			49.
1865930-CM	Misc Uniform/Equipment Items (Credit Inv # 1865094)	Open		12/12/2018	01/06/2019	12/28/2018			(10.0
1865932-IN	Misc Uniform/Equipment Items (Heuertz)	Open		12/12/2018	01/11/2019	12/28/2018			4.
1866684-IN	Misc Uniform/Equipment Items (Poliquin)	Open		12/14/2018	01/13/2019	12/28/2018			46.
1866685-IN	Misc Uniform/Equipment Items (Furlan)	Open		12/14/2018	01/13/2019	12/28/2018			41.
1866686-IN	Misc Uniform/Equipment Items (Campbell)	Open		12/14/2018	01/13/2019	12/28/2018			49.
1866689-IN	Misc Uniform/Equipment Items (Hester)	Open		12/14/2018	01/13/2019	12/28/2018			162.
1866690-IN	Misc Uniform/Equipment Items (Cmdr Vargas)	Open		12/14/2018	01/13/2019	12/28/2018			58.
Vendor 4300 - Ray O'Herron Co, Inc Totals							Invoices	17	\$851.
Vendor 4592 - Rogner's Towing & Recovery									
10167	Repair and Maintenance - T-386	Open		11/26/2018	12/26/2018	12/28/2018			320.
Vendor 4592 - Rogner's Towing & Recovery Totals							Invoices	1	\$320.
Vendor 1375 - Romeoville Fire Academy									
2018-770	Fire Prevention Principles	Open		12/12/2018	01/11/2019	12/18/2018			345.
Vendor 1375 - Romeoville Fire Academy Totals							Invoices	1	\$345.
Vendor 4019 - Rush Truck Centers									
3012925129	Parts - T-381	Open		11/28/2018	12/27/2018	12/20/2018			693.
3012942667	Parts - STOCK	Open		11/29/2018	12/29/2018	12/26/2018			119.

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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 4019 - Rush Truck Centers									
3013006330	Parts - STOCK	Open		12/04/2018	01/09/2019	12/26/2018			492.
3013022056	Parts - T-331	Open		12/05/2018	01/04/2019	12/31/2018			1,051.
3013038298	Parts - T-380	Open		12/06/2018	01/05/2019	12/31/2018			602.
3013046772	Parts - T-386	Open		12/06/2018	01/05/2019	12/26/2018			91.
3013072878	Parts - T-412	Open		12/10/2018	01/09/2019	12/26/2018			83.
3013073809	Credit Memo	Open		12/10/2018	01/09/2019	12/26/2018			(182.4
Vendor 4019 - Rush Truck Centers Totals						Invoices	8		\$2,953.
Vendor 4826 - Sara M Sadoski									
2018-00001379	Tuition Reimbursement - Government and Community Relations	Open		12/26/2018	12/26/2018	12/26/2018			803.
Vendor 4826 - Sara M Sadoski Totals						Invoices	1		\$803.
Vendor 2673 - Schain Banks Kenny & Schwartz									
43715	Legal Services November 2018	Open		12/08/2018	01/08/2019	12/21/2018			24,015.
Vendor 2673 - Schain Banks Kenny & Schwartz Totals						Invoices	1		\$24,015.
Vendor 3057 - Lawrence A Schroth									
2018-00001348	Travel Expense Reimbursement	Open		12/12/2018	12/30/2018	12/04/2018			29.
Vendor 3057 - Lawrence A Schroth Totals						Invoices	1		\$29.
Vendor 3425 - Michael Seebacher									
2018-00001404	Food for MCAT Investigators - Homicide (18-20122)	Open		12/10/2018	01/07/2019	12/31/2018			99.
Vendor 3425 - Michael Seebacher Totals						Invoices	1		\$99.
Vendor 4087 - Service Components Inc.									
93030	Parts - STOCK	Open		11/12/2018	12/12/2018	12/26/2018			175.
93194	Parts - STOCK	Open		11/27/2018	12/27/2018	12/26/2018			249.
93215	Parts - STOCK	Open		11/28/2018	12/28/2018	12/26/2018			401.
93395	Parts - STOCK	Open		12/21/2018	01/20/2019	12/31/2018			255.
93215CM	Credit Memo	Open		12/27/2018	01/20/2019	12/31/2018			(129.8
Vendor 4087 - Service Components Inc. Totals						Invoices	5		\$951.
Vendor 4822 - Connor Q Simeon									
PWBRCS121818	Boot Reimbursement	Open		12/18/2018	01/01/2019	12/19/2018			125.
Vendor 4822 - Connor Q Simeon Totals						Invoices	1		\$125.
Vendor 1689 - Smith Ecological Systems Inc									
21913	Electrode Unit D4/DEP3 Plus	Open		12/14/2018	01/13/2019	12/18/2018			2,115.
Vendor 1689 - Smith Ecological Systems Inc Totals						Invoices	1		\$2,115.

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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 4308 - Solid Waste Agency of Northern Cook County									
6062	Refuse Service - January	Open		12/01/2018	12/24/2018	01/03/2019			82,890.
Vendor 4308 - Solid Waste Agency of Northern Cook County Totals									Invoices 1 <u>\$82,890.</u>
Vendor 2207 - Spartan Motors USA, Inc									
IN00755905	Parts - T353, T-412, T-413 & STOCK	Open		11/07/2018	12/07/2018	12/20/2018			219.
CM00046469	Credit Memo	Open		11/12/2018	01/11/2019	12/20/2018			(433.9
IN00758870	Parts - T-412	Open		12/10/2018	01/09/2019	12/20/2018			21.
IN00759140	Parts - T-412	Open		12/12/2018	01/11/2019	12/20/2018			300.
IN00759144	Parts - STOCK	Open		12/12/2018	01/11/2019	12/20/2018			832.
Vendor 2207 - Spartan Motors USA, Inc Totals									Invoices 5 <u>\$940.</u>
Vendor 4744 - Special T Unlimited									
484427	Academy Uniforms x 2 (SLEA)	Open		12/23/2018	01/07/2019	12/31/2018			390.
Vendor 4744 - Special T Unlimited Totals									Invoices 1 <u>\$390.</u>
Vendor 1422 - Spunky Dunkers									
2018-00001408	Prisoner Meals (12/05/18 - 12/23/18)	Open		12/31/2018	01/07/2019	12/31/2018			51.
Vendor 1422 - Spunky Dunkers Totals									Invoices 1 <u>\$51.</u>
Vendor 1804 - Staples Advantage									
8052565237	office supplies	Open		12/15/2018	01/14/2019	12/27/2018			347.
Vendor 1804 - Staples Advantage Totals									Invoices 1 <u>\$347.</u>
Vendor 2189 - Strategic Insights Inc									
18Plan-It-284	CIP Software Renewal 2019	Open		01/02/2019	01/15/2019	01/02/2019			725.
Vendor 2189 - Strategic Insights Inc Totals									Invoices 1 <u>\$725.</u>
Vendor 1776 - Suburban Accents, Inc.									
27467	Police Department Patrol Vehicle Re-Wrapping - T-445	Open		12/07/2018	01/06/2019	12/26/2018			750.
Vendor 1776 - Suburban Accents, Inc. Totals									Invoices 1 <u>\$750.</u>
Vendor 3993 - Tactron Inc									
18-1224	Tactical Boards	Open		12/21/2018	01/20/2019	12/27/2018			641.
Vendor 3993 - Tactron Inc Totals									Invoices 1 <u>\$641.</u>
Vendor 4667 - Tec Tools Inc									
12061817581	Small Tools-Sockets and Carbide Burr	Open		12/06/2018	01/05/2019	12/26/2018			269.

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Vendor 4667 - Tec Tools Inc									
12131817879	Credit Memo	Open		12/13/2018	01/05/2019	12/26/2018			(58.00)
Vendor 4667 - Tec Tools Inc Totals						Invoices	2		\$211.00
Vendor 2111 - Terminal Supply Co									
85040-00	Parts - STOCK	Open		12/21/2018	01/20/2019	12/31/2018			80.00
Vendor 2111 - Terminal Supply Co Totals						Invoices	1		\$80.00
Vendor 2545 - Terrace Supply Co									
70427803	Parts - M-999	Open		12/10/2018	01/09/2019	12/28/2018			164.00
70428338	Parts - M-999	Open		12/17/2018	01/16/2019	12/28/2018			73.00
Vendor 2545 - Terrace Supply Co Totals						Invoices	2		\$238.00
Vendor 1844 - Third Millennium Associates Inc									
22831	Vehicle Sticker Software Annual Maint Fee	Open		12/06/2018	01/02/2019	01/02/2019			995.00
22855	UB Bill Processing - Dec 2018	Open		12/13/2018	12/31/2018	12/26/2018			2,742.00
Vendor 1844 - Third Millennium Associates Inc Totals						Invoices	2		\$3,737.00
Vendor 1199 - Thompson Elevator Inspection Serv.									
18-3661	21 reinspections	Open		12/11/2018	01/10/2019	12/19/2018			798.00
Vendor 1199 - Thompson Elevator Inspection Serv. Totals						Invoices	1		\$798.00
Vendor 3106 - Mark A Tito									
PWBRMT122718	Boot Reimbursement	Open		12/27/2018	01/03/2019	12/19/2018			242.00
Vendor 3106 - Mark A Tito Totals						Invoices	1		\$242.00
Vendor 4403 - Tyler Technologies Inc									
025-243882	Energov Project	Open		12/05/2018	01/19/2019	12/13/2018			24,150.00
Vendor 4403 - Tyler Technologies Inc Totals						Invoices	1		\$24,150.00
Vendor 1674 - Ultimate Plumbing Supply									
346523	Hot Water Heater-Station 82	Open		11/15/2018	12/15/2018	12/14/2018			4,821.00
Vendor 1674 - Ultimate Plumbing Supply Totals						Invoices	1		\$4,821.00
Vendor 3157 - UniFirst Corporation									
061 1166428	Shop Rags/Carpets	Open		12/10/2018	01/09/2019	12/12/2018			51.00
061 1168091	Shop Rags/Carpets	Open		12/17/2018	01/16/2019	12/19/2018			51.00
061 1168226	Shop Rags/Carpets	Open		12/17/2018	01/16/2019	12/19/2018			73.00
Vendor 3157 - UniFirst Corporation Totals						Invoices	3		\$177.00

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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amou
Vendor 1243 - Union Pacific Railroad Company									
December 2018	Parking Agreement - December	Open		12/28/2018	01/08/2019	12/28/2018			317.
				Vendor 1243 - Union Pacific Railroad Company Totals		Invoices	1		\$317.
Vendor 2501 - United Parcel Service									
0000Y1590E508	Misc Shipping Fees (Axon Enterprises)	Open		12/15/2018	01/14/2019	12/28/2018			4.
0000X6A670518	shipping	Open		12/22/2018	01/21/2019	12/27/2018			10.
				Vendor 2501 - United Parcel Service Totals		Invoices	2		\$14.
Vendor 4423 - US Digital Designs Inc									
8426	Station Dispatch Lights	Open		12/10/2018	01/09/2019	12/17/2018			6,695.
				Vendor 4423 - US Digital Designs Inc Totals		Invoices	1		\$6,695.
Vendor 4119 - US Petroleum Equipment									
115863	Parts - E-132 & E-142 - Chip Readers & Keypads	Open		12/11/2018	01/10/2019	12/28/2018			1,599.
				Vendor 4119 - US Petroleum Equipment Totals		Invoices	1		\$1,599.
Vendor 2276 - USA Blue Book									
754177	Chlorine Test Kit	Open		12/05/2018	01/04/2019	12/18/2018			317.
				Vendor 2276 - USA Blue Book Totals		Invoices	1		\$317.
Vendor 3601 - USA Fire Protection Inc									
1046-F002065	5 Year Obstruction Inspection-Fire Station 81	Open		12/22/2018	01/21/2019	12/14/2018			1,474.
				Vendor 3601 - USA Fire Protection Inc Totals		Invoices	1		\$1,474.
Vendor 3709 - Verizon Wireless									
9819391956	Cellular In-Vehicle	Open		12/01/2018	12/24/2018	12/13/2018			1,684.
9820252694	Cellular Usage	Open		12/12/2018	01/04/2019	12/28/2018			1,465.
				Vendor 3709 - Verizon Wireless Totals		Invoices	2		\$3,149.
Vendor 3020 - Village of Palatine Petty Cash									
PWPCGR082918	Tolls for travel to DRSW meeting - Ruppert	Open		08/29/2018	12/31/2018	12/28/2018			3.
PWKLAPID090418	Forks for Kitchen	Open		09/04/2018	12/28/2018	12/28/2018			11.
PWPCEK091018	Supplies for NPDES training with park district - Koutas	Open		09/10/2018	12/31/2018	12/28/2018			56.
PWBH091118	Kitchen Supplies	Open		09/11/2018	12/28/2018	12/28/2018			56.
PWPCMB100918	Lighter for water samples - Banach	Open		10/09/2018	12/31/2018	12/28/2018			6.
PWPCMB110618	Lighter for water samples - Banach	Open		11/06/2018	12/31/2018	12/28/2018			17.

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Vendor 3020 - Village of Palatine Petty Cash									
2018-00001411	B. Growney - Food for MCAT Investigation (18-20122)	Open		12/10/2018	01/07/2019	12/31/2018			61.
2018-00001409	A. Stoeckel - Luncheon/Meeting w/Attorney's	Open		12/12/2018	01/07/2019	12/31/2018			27.
2018-00001410	C. Felde - Lunch for Joint TK Roadblock (Kosta's)	Open		12/13/2018	01/07/2019	12/31/2018			14.
2018-00001391	Mackeben-Recognition Ceremony Supplies	Open		12/17/2018	12/17/2018	12/17/2018			37.
2018-00001392	Kluzek- Battery	Open		12/17/2018	12/17/2018	12/17/2018			8.
111418	Sadik - Northwest Clerk's Meeting	Open		12/21/2018	12/21/2018	12/21/2018			79.
113018	Cox - Holiday Decor-Jewel	Open		12/21/2018	12/21/2018	12/21/2018			5.
120418	Cox - Holiday Party Decor Jewel	Open		12/21/2018	12/21/2018	12/21/2018			49.
PWBH122618	Postage Stamps for Commissioner's Cards	Open		12/26/2018	12/28/2018	12/28/2018			4.
2018-00001412	Atherton - Lock De-Icer	Open		12/31/2018	12/31/2018	12/31/2018			72.
2018-00001413	Gartner - Training Exp	Open		12/31/2018	12/31/2018	12/31/2018			33.
2018-00001414	May - Training Exp	Open		12/31/2018	12/31/2018	12/31/2018			18.
2018-00001415	Atherton - Lock De-Icer	Open		12/31/2018	12/31/2018	12/31/2018			19.
Vendor 3020 - Village of Palatine Petty Cash Totals						Invoices	19		\$586.
Vendor 3660 - Matthew F. Vonau									
2018-00001390	Paramedic License Renewal	Open		12/27/2018	12/27/2018	12/27/2018			41.
Vendor 3660 - Matthew F. Vonau Totals						Invoices	1		\$41.
Vendor 2780 - Walgreen Company									
100243042	Prescriptions for Prisoner - Report # 18-18829	Open		12/01/2018	12/16/2018	12/28/2018			23.
Vendor 2780 - Walgreen Company Totals						Invoices	1		\$23.
Vendor 3704 - Adam P Walsh									
2018-00001354	Magnetic Mics	Open		12/19/2018	12/19/2018	12/18/2018			75.
Vendor 3704 - Adam P Walsh Totals						Invoices	1		\$75.
Vendor 3209 - Warehouse Direct									
4131935-0	office supplies	Open		12/13/2018	01/12/2019	12/17/2018			69.
4138784-0	Office Supplies	Open		12/20/2018	01/20/2019	12/26/2018			10.
Vendor 3209 - Warehouse Direct Totals						Invoices	2		\$80.
Vendor 4577 - Connie Weber									
2018-00001376	Tuition Reimbursement - Intro to Financial Accounting	Open		12/20/2018	12/20/2018	12/20/2018			375.
Vendor 4577 - Connie Weber Totals						Invoices	1		\$375.

Attachment: Warrant #1 (Warrant # 1)



Invoice Due Date Range 11/01/18 - 01/22/19
Report By Vendor - Invoice Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 4824 - Western First Aid & Safety									
ORD6-000140	First Aid Refill	Open		12/18/2018	01/17/2019	12/20/2018			90.
ORD6-000141	First Aid Refill	Open		12/18/2018	01/17/2019	12/20/2018			80.
ORD6-000142	First Aid Refill	Open		12/18/2018	01/17/2019	12/20/2018			52.
ORD6-000143	First Aid Refill	Open		12/18/2018	01/17/2019	12/20/2018			70.
Vendor 4824 - Western First Aid & Safety Totals						Invoices	4		\$294.
Vendor 1080 - Wheatland Title Guaranty Company									
601801	Title for Kasuba Lift Station Project-1735 N. Rand Road	Open		12/14/2018	01/13/2019	12/17/2018			568.
601840	Title for Kasuba Lift Station Project-1900 N. Rand Road	Open		12/17/2018	01/16/2019	12/17/2018			562.
601841	Title for Kasuba Lift Station Project-1910-1918 N. Rand Road	Open		12/17/2018	01/16/2019	12/17/2018			576.
601842	Title for Kasuba Lift Station Project-1720-1724 N. Rand Road	Open		12/17/2018	01/16/2019	12/17/2018			574.
Vendor 1080 - Wheatland Title Guaranty Company Totals						Invoices	4		\$2,280.
Vendor 2131 - Zarnoth Brush Works									
0172872-IN	Parts - ZZT-344	Open		11/15/2018	12/15/2018	12/26/2018			324.
Vendor 2131 - Zarnoth Brush Works Totals						Invoices	1		\$324.
Vendor 3096 - Sandra I Ziesak-Serrano									
2018-00001399	Holiday Helper Reimbursement	Open		12/17/2018	01/07/2019	12/28/2018			450.
2018-00001400	Pizza for Girl Scout Holiday Helper Wrap Night	Open		12/18/2018	01/07/2019	12/28/2018			50.
Vendor 3096 - Sandra I Ziesak-Serrano Totals						Invoices	2		\$500.
Vendor 4656 - ZIP Specialties, Inc.									
2655	Retirement Plaques	Open		12/14/2018	01/13/2019	12/14/2018			210.
Vendor 4656 - ZIP Specialties, Inc. Totals						Invoices	1		\$210.
Vendor 1919 - Zoll Medical Corporation									
2786361	Zoll Battery	Open		12/03/2018	01/02/2019	12/17/2018			110.
Vendor 1919 - Zoll Medical Corporation Totals						Invoices	1		\$110.
Vendor Cigna Health and Life Insurance Company									
2018-00001401	Ambulance Fee Refund	Open		12/27/2018	12/27/2018	12/27/2018			479.
Vendor Cigna Health and Life Insurance Company Totals						Invoices	1		\$479.
Vendor COUNTY CARE									
175446	Ambulance Fee Refund	Open		12/20/2018	01/20/2019	12/26/2018			213.
Vendor COUNTY CARE Totals						Invoices	1		\$213.

Attachment: Warrant #1 (Warrant # 1)



Invoice Due Date Range 11/01/18 - 01/22/19
Report By Vendor - Invoice Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor Lisa Fischer 2018-00001353	sign refund / 235-239 W Northwest Hwy/ 18-99	Open		12/18/2018	12/18/2018	12/18/2018			125.
Vendor Lisa Fischer Totals						Invoices	1		\$125.
Vendor CHRISTINE S MAGONCIA 2018-00001381	Ambulance Fee Refund	Open		12/20/2018	01/20/2019	12/26/2018			645.
Vendor CHRISTINE S MAGONCIA Totals						Invoices	1		\$645.
Vendor Midwest Operating Engineering Welfare Fund 2018-00001382	Ambulance Fee Refund	Open		12/20/2018	01/20/2019	12/26/2018			759.
Vendor Midwest Operating Engineering Welfare Fund Totals						Invoices	1		\$759.
Vendor Melissa Ploplis B18-002367	B18-2367/234 W Dresden-building permit refund	Open		12/19/2018	12/19/2018	12/19/2018			86.
Vendor Melissa Ploplis Totals						Invoices	1		\$86.
Vendor Olga Vlasova 2018-00001397	Mailbox Reimbursement	Open		12/28/2018	01/04/2019	12/26/2018			80.
Vendor Olga Vlasova Totals						Invoices	1		\$80.
Sub-Department 52-40 Public Works,Utilities Totals						Invoices	410		\$433,787.
Grand Totals						Invoices	410		\$433,787.

Attachment: Warrant #1 (Warrant # 1)



Warrant #1 Manual Reissue #1

9.1.a

Payment Date Range 12/31/18 - 12/31/18
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Sub-Department 44-01 Fire,Administration									
Vendor 4282 - Edward F Kemper									
2018-00001212	EMT Bag	Paid by Check #248918		11/14/2018	11/14/2018	11/13/2018		12/31/2018	37.
2018-00001247	BP cuffs, Pulse Ox	Paid by Check #248918		11/21/2018	11/21/2018	11/21/2018		12/31/2018	139.
2018-00001248	ID Card Holders	Paid by Check #248918		11/21/2018	11/21/2018	11/21/2018		12/31/2018	159.
2018-00001249	Rescue Throw Bag	Paid by Check #248918		11/21/2018	11/21/2018	11/21/2018		12/31/2018	109.
2018-00001250	Positron Screwgate pack	Paid by Check #248918		11/21/2018	11/21/2018	11/21/2018		12/31/2018	63.
2018-00001251	Thermometer	Paid by Check #248918		11/21/2018	11/21/2018	11/21/2018		12/31/2018	34.
Vendor 4282 - Edward F Kemper Totals						Invoices	6		\$546.
Sub-Department 44-01 Fire,Administration Totals						Invoices	6		\$546.
Grand Totals						Invoices	6		\$546.

Attachment: Warrant #1 (Warrant # 1)

Consider a Motion to Approve the Temporary Closure of Public Streets and Waiver of Fees all Related to the Jaycees' Proposed 2019 Hometown Fest

BACKGROUND: The Palatine Jaycees will be holding their annual Hometown Fest from Wednesday, July 3 - Sunday, July 7, 2019. This festival is the largest fundraiser of the year for the Jaycees, with proceeds going directly back to the community through the many programs they sponsor. The proposed festival hours are as follows:

- Wednesday, July 3: 5 pm - Midnight (Special Needs Carnival from 1 - 3 PM)
- Thursday, July 4: Noon - Midnight
- Friday, July 5: Noon - Midnight (Fireworks at dusk - 9:30 pm)
- Saturday, July 6: Noon - Midnight (Parade - 11 am)
- Sunday, July 7: Noon to - 5 pm

KEY ISSUES: The Jaycees are requesting approval of the following:

1. Waiver of fees for Village services, permits, and licenses.
2. Temporary closure of Wood Street, between Mozart Street and Oak Street, from Monday, July 1st at 7 AM - Sunday, July 7th for the carnival. This approval would be subject to access being maintained to the Village Hall and Park District facilities throughout the event.
3. Setup will begin Tuesday, July 2 and tear down will start Sunday afternoon on July 7th and conclude on Monday, July 8.
3. Temporary closure of streets on Saturday, July 6 for the parade.
4. The proposed event hours are consistent with what was approved by the Palatine Park District at their November 27, 2018 Board Meeting.

ALTERNATIVES:

1. Approve the request for the temporary closure of public streets and the waiver of Village fees.
2. Do not approve the request for the temporary closure of public streets and the waiver of Village fees.

RECOMMENDATION:

Staff recommends approval of the Palatine Jaycees Hometown Fest and related requests.

ACTION REQUIRED:

A motion to approve the request for the temporary closure of public streets and the waiver of Village fees, subject to the conditions outlined above.

Consider a Motion to Approve Items Related to the Village of Palatine's 2019 Downtown Street Fest

BACKGROUND:

The Village of Palatine will be holding its annual Downtown Palatine Street Fest on August 23 - 25, 2019. Street Fest is an opportunity for local non-profit organizations to display their community services. In addition, the Fest will once again feature Palatine food establishments to showcase their cuisine for all visitors.

KEY ISSUES:

The following approvals are being requested in conjunction with the proposed 2019 Downtown Palatine Street Fest event:

1. Temporary waiver of the sound amplification ordinance for live music and performances;
2. Waiver of fees for Village services, permits, and licenses;
3. Waiver of the building construction hours;
4. Temporary closure of public streets from 5 AM on Friday, August 23 until noon on Monday, August 26;
5. Temporary Closure of Parking Lot G (main stage) beginning on Thursday, August 22 as well as Village Lots I (staging area), J (dumpsters), K and L (event set up & handicapped parking) beginning on Friday, August 23 through Monday, August 26. In addition, there will be several areas in which on-street parking will also be blocked off to accommodate the event;
6. A motion authorizing the Village Manager to enter into contracts/agreements related to the 2019 Downtown Palatine Street Fest;
7. The Village will again allow food vendors from outside the Village of Palatine to participate in the event; and
8. A motion authorizing Staff to request a Class E Temporary Liquor License for the purpose of selling alcoholic beverages.

ALTERNATIVES:

1. Approve the 2019 Downtown Palatine Street Fest.
2. Refer back to Staff with comments.

RECOMMENDATION:

Staff recommends approval of the 2019 Downtown Palatine Street Fest.

ACTION REQUIRED:

A motion to approve the Annual Downtown Palatine Street Fest and related requests.

Consider a Motion to Approve an Intergovernmental Agreement with the Palatine Park District for Fleet Services

BACKGROUND:

In 2012, the Village entered into an intergovernmental agreement with the Palatine Park District to provide maintenance and repairs on Village vehicles and equipment through the sharing of a Park District employee. Due to employee injuries within the Village's Fleet Services Division, Staff has approached the Park District to enter into a similar agreement again.

KEY ISSUES:

- The agreement proposes that Nathan Cvetan from the Park District will work on Village vehicles up to two days per week (unless additional hours are agreed upon by both parties).
- The Village will reimburse the Park District for the work based on Mr. Cvetan's regular rate of pay, including all benefits. Any overtime work will be 1.5 times his regular rate.
- The proposed agreement can be terminated by either party with a 5 day written notice.

ALTERNATIVES:

1. Approve the Intergovernmental Agreement with the Palatine Park District for fleet services.
2. Refer back to Staff with comments.

RECOMMENDATION:

Staff recommends approval of the intergovernmental agreement.

ACTION REQUIRED:

Motion to approve the intergovernmental agreement between the Village of Palatine and the Palatine Park District, subject to review and approval by the Village Attorney, to provide fleet services on Village vehicles and equipment.

Consider a Motion Authorizing the Village Manager to Execute a Proposal for Design Services for the Relocation/Replacement of a Water Main on Palatine Road at Winston Drive

BACKGROUND: In 2018, the Illinois Department of Transportation (IDOT) notified the Village of Palatine that preliminary engineering had started for the box culvert on Palatine Road, west of Winston Drive. As a result of this notification, the Village is to start investigation of any utilities that may be in conflict with the proposed replacement of the structure. The Village currently has a 10 inch water main and an 8 inch sanitary sewer running under the existing structure. There is also a crossing of the 10 inch water main just east of the structure.

The existing 10 inch water main crossing Palatine Road referenced above has experienced 3 water main breaks in the last year. These were disruptive to water service in the area and traffic as lane reductions were needed to repair the leak.

KEY ISSUES:

- Gewalt Hamilton Associates has replaced water main and obtained required IDOT permits for the Village in the past.
- Designing this replacement with contractual services will allow for construction of improvements this fall.

ALTERNATIVES:

1. Authorize the Village manager to execute the Agreement with Gewalt Hamilton Associates.
2. Refer back to Staff with Comments

RECOMMENDATION:

Staff recommends that the Village Manager be authorized to execute the Agreement with Gewalt Hamilton Associates Incorporated in the amount of \$29,872.

ACTION REQUIRED:

A motion to authorize the Village Manager to execute the Agreement with Gewalt Hamilton Associates in the amount of \$29,872.

Consider a Motion Authorizing the Village Manager to Execute a Contract with Pentegra Systems for a Replacement Police Department Interview Recording System

BACKGROUND:

A redundant video recording system is needed for use by the Police Department to record interviews and maintain video evidence. Funds were allocated in the 2018 budget to complete the replacement.

Over the last year, our existing system hardware and software have experienced many failures, requiring significant work-arounds and interruptions. After reviewing the hardware and software, it became clear that replacement equipment would be needed and require significant investment. Instead of replacing in-kind, a RFP process was conducted to solicit proposals from different vendors for a replacement system.

Ten companies responded to the RFP, with the selection of Pentegra Systems supplying a Genetec recording system being recommended. Pentegra was the lowest compliant provider.

Genetec digital video recording software is already in use at the Village with our License Plate Reader (LPR) system for parking enforcement.

KEY ISSUES:

- 1) Replace current failing equipment with updated software and hardware;
- 2) Reduce the number of unique systems, leveraging existing Village deployed technology;
- 3) Provide a familiar and easy-to-use interface for users; and
- 4) Increase camera resolution to HD quality.

ALTERNATIVES:

1. Motion Authorizing the Village Manager to Execute a Contract with Pentegra Systems. for replacement PD Interview Recording System for \$20,586.
2. Refer back to staff

RECOMMENDATION:

Staff recommends a motion authorizing the Village Manager to execute a contract with Pentegra Systems for a replacement Interview Recording System for \$20,586.

ACTION REQUIRED:

Motion authorizing the Village Manager to execute a contract with Pentegra Systems for a replacement Interview Recording System for a not to exceed amount of \$20,586.

Consider an Ordinance Approving a Special Use Amendment to Add Full Massage at 1709 N. Rand Road

BACKGROUND:

The Petitioner currently has a Special Use to operate a foot massage business. However, the Petitioner and business owner is now requesting to add full body massage to the Special Use. As this is a change in the business and operations' plan, a Special Use Amendment is required to be reviewed. Therefore, the Petitioner is requesting approval of the following:

Special Use Amendment to expand the business operations to include full body massage

KEY ISSUES:

- In 2014, a Special Use was granted for this address for foot massage (O-145-14) and was subsequently transferred to the Petitioner in May of 2018 (O-64-18).
- The Petitioner is requesting to add full body massage services, which would be offered in conjunction with the approved foot massage use.
- The hours of operation and number of employees will remain the same.
- This site is approximately 902 square feet. The floor plan is being adjusted to create two private spaces for full body massages and retaining two stations for foot massage.
- The proposed Special Use Amendment was reviewed by the relevant Village Departments.
- Per the Palatine Zoning Ordinance, the Village Manager may recommend approval to the Village Council on the consent agenda for a Special Use Amendment.

ALTERNATIVES:

1. Approve the Special Use Amendment to permit full body massage services.
2. Do not approve the Special Use Amendment to permit full body massage services.

RECOMMENDATION:

Staff recommends approval of the proposed Special Use Amendment and business plan modification.

ACTION REQUIRED:

A motion to approve an ordinance granting a Special Use Amendment to expand the business operations to include full body massage services.

ATTACHMENTS:

- Aerial
- ORD SU Amen - 1709 N Rand
- EXHIBIT - Business Plan
- EXHIBIT - Floor Plan
- Application
- O-64-18
- O-145-14



ORDINANCE NO. _____

**AN ORDINANCE TRANSFERRING
SPECIAL USE AMENDMENT TO ORDINANCE #0-145-14
1709 N. RAND ROAD #100**

WHEREAS, Ordinance #0-145-14 granted a Special Use for physical and health services to permit a foot massage business on the property commonly known as 1709 N Rand Road; and

WHEREAS, pursuant to Section 14.04(b) in Appendix A of the Village of Palatine Code of Ordinances, in the event of the Special Use Amendment request, the Special Use Amendment may be approved by the consent of the Village Council; and WHEREAS, since the Village Council did meet on January 7, 2019 to review a request by Shung Yang (Foot Park Spa) that the Special Use granted by Ordinance #0-145-14 is hereby amended, to permit the addition of full body massage to the current foot massage business and it was the recommendation of the Village Council that the Special Use Amendment to O-145-14 be approved without amendment.

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and Village Council of the Village of Palatine:

SECTION 1: That the Special Use granted by Ordinance #0-145-14 is hereby amended, to permit the addition of full body massage to the current foot massage business.

SECTION 2: All conditions of Special Use Ordinance #O-145-14 shall remain in full force and effect.

DATED: This ____ day of _____, 2019

AYES:____ NAYS:____ ABSENT:____ PASS:____

APPROVED by me this ____ day of _____, 2019

Mayor of the Village of Palatine

ATTEST and FILE in the office of the Village Clerk
this ____ day of _____, 2019.

Village Clerk

Attachment: ORD SU Amen - 1709 N Rand (1709 N Rand Road, Suite 100 - Special Use Amendment Massage Use (CA))

Foot Park spa

Nature of Business = Foot Massage Body Massage

Four massage beds

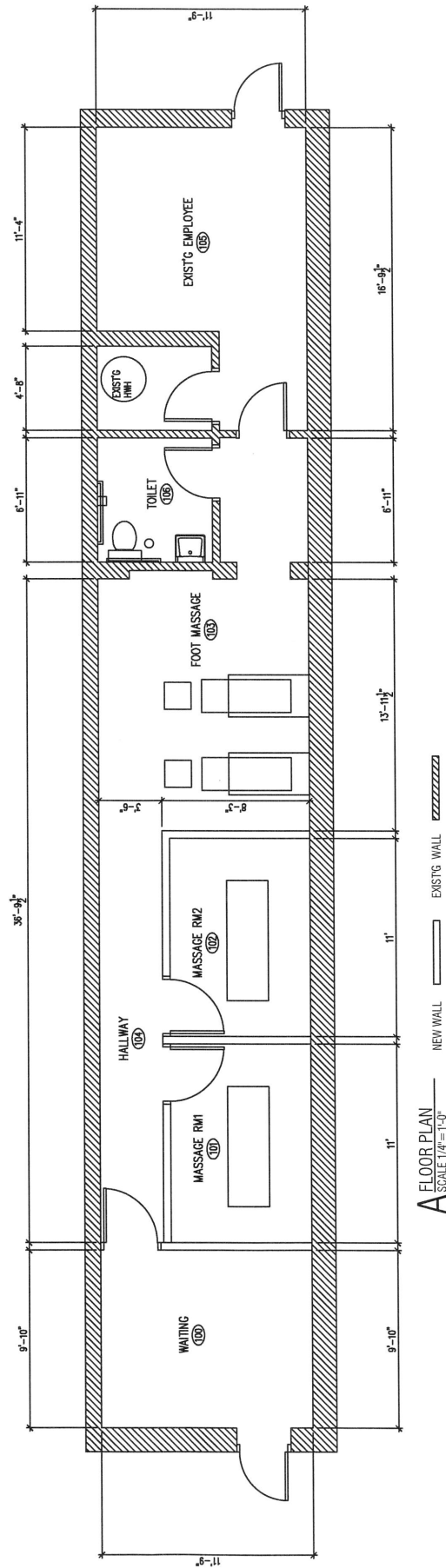
Opening = 10:00 am to 9:00 pm

4 Stations = Two Foot and Two Full Body

Menu:

30 mins	Foot	Massage	\$22
60 mins	Foot	Massage	\$29
90 mins	Foot	Massage	\$45

30 mins	Body	Massage	\$45
60 mins	Body	Massage	\$60
90 mins	Body	Massage	\$100

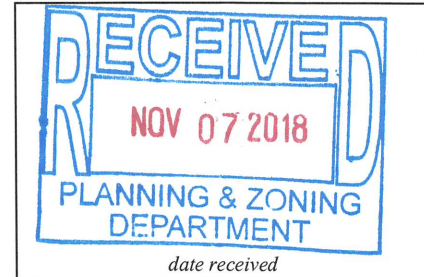


VILLAGE OF PALATINE

SPECIAL USE & VARIATION APPLICATION

Department of Planning & Zoning
200 E. Wood Street • Palatine, IL • 60067-5339
Telephone: (847) 359-9047 • Fax (847) 963-6247

Office Use Only	Project Planner	Zoning Case # <i>18-102</i>
	Filing Fee	Notification Deadline
	ZBA Public Hearing Date	Village Council Date



Background Information	PETITIONER(S) <i>Shuang Yang</i>		Business Name (if applicable) <i>Foot Park Spa</i>	
	Subject Property Address <i>1709 N Rand Road Suite 100 Palatine IL 60074</i>			
	AUTHORIZED AGENT (if applicable)		Business Name (if applicable)	
	Address		City/State/Zip Code <i>Palatine IL 60074</i>	
	Telephone <i>312 8686756</i>	Fax	Email <i>2079174263@QQ.com</i>	
	Relationship to Petitioner (contractor, architect, etc.)			
	TYPE OF APPLICATION (check one) ☐ Special Use ☒ Special Use Amendment ☐ Variation			
	Existing Zoning District	Existing Land Use	Proposed Land Use	
	Generally describe your request: <i>Apply for add body massage.</i>			

Attachment: Application (1709 N Rand Road, Suite 100 - Special Use Amendment Massage Use (CA))



SPECIAL USE

Required Materials

- ☒ Filing Fee of \$ 150
- ☒ Application Form
- ☒ Plat of Survey (must show all current improvements and be sealed by an Illinois certified surveyor)
- ☒ Site Plan & Floor plan (dimension, location, and setbacks of all existing and proposed buildings) – **one 11x17 copy each, electronic version preferred**
- ☒ Real Estate Interest Disclosure Form (see attached)
- ☒ Proof of Ownership or Lease (e.g. Title Insurance Policy, Deed, or Purchase Contract)
- ☐ Business Plan (if applicable; including, but not limited to nature of business, hours of operation, number of employees, and menu)

Additional Materials (as required by the Village)

- ☐ Elevation Plan (front, side, and rear elevations of a proposed building), and/or Floor Plan (proposed interior layout) – **one 11x17 copy of each plan, electronic versions preferred**
- ☐ Engineering Plans (must indicate existing conditions, topography, storm water management, tree preservation, utility connections, detention calculations, and a cost estimate)
- ☐ Photographs (e.g. ground-level or aerials)
- ☐ Other materials as deemed necessary by the Village

Petitioner Justification

The Petitioner is required to present specific evidence related to each of the following standards to justify the request (paraphrased from Section 14.05 of the Palatine Zoning Ordinance). Answer the items below and attach a separate sheet if necessary. **If you are applying for a Variation only, you do not need to answer these items.**

1. The use is deemed necessary for the public convenience at that location

Provide the public a place to relax, body massage
(mainly on the back) is helpful to our health.

2. The use is designed, located, and proposed to be operated that the public health, safety and welfare will be protected

The place is suitable for all kinds of people. such as the
elderly, children, adults who has arm, leg, shoulder concerns.

3. The use will not cause substantial injury to nearby property values

Only massage, just relax and entertainment no pollution
and noise, and not dangerous too.

4. With respect to live entertainment uses, the use shall not:

- a. Produce noise levels so great as to constitute an unreasonable interference for persons outside the confines of the establishment
- b. Impose undue health, sanitation or safety burdens on the village
- c. Create excessive demands on the Village of Palatine Police Department
- d. Be of a nature otherwise prohibited by law or village ordinance

5. For fence standards, see Section 14.05 of the Palatine Zoning Ordinance

ORDINANCE NO. O-64-18

**AN ORDINANCE TRANSFERRING SPECIAL USE ORDINANCE #O-145-14
1709 N. RAND ROAD**

Attachment: O-64-18 (1709 N Rand Road, Suite 100 - Special Use Amendment Massage Use (CA))

**Published in pamphlet form by authority of the
Mayor and Village Council of the Village of Palatine
on May 21, 2018**

ORDINANCE NO. O-64-18AN ORDINANCE TRANSFERRING
SPECIAL USE ORDINANCE #0-145-14
1709 N. RAND ROAD

WHEREAS, Ordinance #0-145-14 granted a Special Use for a Unique Use to permit a foot massage business on the property commonly known as 1709 N Rand Road; and

WHEREAS, pursuant to Section 14.05(h) in Appendix A of the Village of Palatine Code of Ordinances, in the event of the sale or lease of this business, the Special Use may be transferred after review and consent of the Village Council; and

WHEREAS, since the Village Council did meet on May 21, 2018 to review a request by Shung Yang that the Special Use be transferred to permit the continued operation of a foot massage business with no substantial changes and it was the recommendation of the Village Council that the transfer of the Special Use to Shuang Yang be approved without amendment.

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and Village Council of the Village of Palatine:

SECTION 1: That the Special Use granted by Ordinance #0-145-14 is hereby transferred to Shuang Yang, to permit the continued operation of a foot massage business.

SECTION 2: All conditions of Special Use Ordinance #O-145-14 shall remain in full force and effect.

DATED: This 21st day of May, 2018

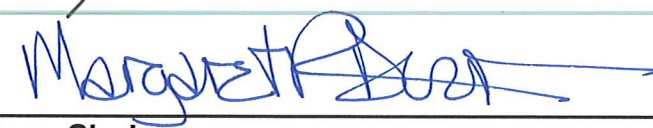
AYES: 5 NAYS: 0 ABSENT: 1 PASS: 0

APPROVED by me this 21st day of May, 2018



Mayor of the Village of Palatine

ATTEST and FILE in the office of the Village Clerk
this 21st day of May, 2018.



Village Clerk

Attachment: O-64-18 (1709 N Rand Road, Suite 100 - Special Use Amendment Massage Use (CA))

Lyn Bremanis

To: 美丽的傻女人
Subject: RE: Foot Park Spa

From: 美丽的傻女人 [mailto:
Sent: Monday, May 14, 2018 6:41 PM
To: Lyn Bremanis <LBremanis@palatine.il.us>
Subject: Foot Park Spa

Nature of business :foot massage
six massage beds
opening 10:00am-8:30pm
2 employees

menu:
30 mins foot massage \$22
60mins foot massage \$29
90mins foot massage \$45



Attachment: O-64-18 (1709 N Rand Road, Suite 100 - Special Use Amendment Massage Use (CA))

ORDINANCE NO. 0-145-14**AN ORDINANCE GRANTING A SPECIAL USE
1709 N. RAND ROAD (CASE NO. 14-100)**

WHEREAS, pursuant to a petition and public hearing on October 28, 2014, of which public notice was given as required by law, the Zoning Board of Appeals of the Village of Palatine, in accordance with the Zoning Ordinance of the Village of Palatine, in such case made and provided, has held such public hearing and reported their findings relative to a request for a Special Use to permit physical and health services pursuant to Section 11.03 (d) (23) of the Palatine Zoning Ordinance, on the following legally described property:

The Southeast 225.0 feet as measured at right angles to the Southeast line thereof of that part of Lot 1 lying Southwest of a line drawn from a point on the Southeast line thereof, 164.0 feet Northeast of the Southwest corner thereof to a point on the Northwest line thereof, 182.0 feet Northeast of the Northwest corner thereof, in Capri Gardens being a subdivision of part of the Southwest $\frac{1}{4}$ of Section 1 and part of the Southeast $\frac{1}{4}$ of Section 2, Township 42 North, Range 10 East of the Third Principal Meridian, in Cook County, Illinois (excepting from the above described parcel, that part lying Northwest of a line drawn from a point on the Northeast line thereof, 198.25 feet Northwest of the Southeast corner thereof to a point on the Southwest line thereof, 201.39 feet Northwest of the Southwest corner thereof).

commonly known as 1709 N. Rand Rd. (PIN #02-01-307-015)

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and Village Council of the Village of Palatine, Cook County, Illinois, acting in the exercise of their home rule power that:

SECTION 1: A Special Use to permit physical and health services pursuant to Section 11.03 (d) (23) of the Palatine Zoning Ordinance, is hereby granted, subject to the following condition:

1. The Special Use shall substantially conform to the business plan attached hereto as Exhibit 'A,' and the floor plan attached hereto as Exhibit 'B,' except as such plans may be changed to conform to Village Codes and Ordinances.

SECTION 2: That a copy of the public notice and the report of the hearing be attached hereto and form a part of this ordinance.

SECTION 3: That this ordinance shall be in full force and effect from and after its passage and approval as provided by law.

PASSED: This 10th day of November, 2014

AYES: 6 **NAYS:** 0 **ABSENT:** 0 **PASS:** 0

APPROVED by me this 10th day of November, 2014



Mayor of the Village of Palatine

ATTESTED and **FILED** in the office of the Village Clerk this
10th day of November, 2014



Village Clerk

Business Plan



■ Projects

Foot massage parlors my business is to give guests a place to relax and body care.

Organs of human organs in various parts of the foot reflex zones have used massage to stimulate reflex zones, through the blood circulation, nerve conduction, can regulate the function of balance and restore organ function, receive healing and fitness effect.

Chinese TCM theory records, people have "four" - the ears, bridge of the nose, breast root and foot root, which is four feet of the root. Old people feet first failure, wood dry root up first, the importance of the foot on the human body visible.

Reflexology principle is: "Because foot ground, the force of gravity so that the blood can not reflow, through foot massage to stimulate blood circulation, so blood flow back up, be fit and healthy.

"There are ten million soles of the feet and toes nerves and blood vessels, if not massage the reflex zones, just a little foot massage, or have a health effect."

Diabetic patients often due to exacerbations derived feet amputated, the key problems of peripheral nerves in the foot. Patients suffering from diabetes, you

Attachment: Business Plan (1286 : 1709 N Rand Road)

Attachment: O-145-14 (1709 N Rand Road, Suite 100 - Special Use Amendment Massage Use (CA))

should always accept foot massage, let the blood around the peripheral nerves.

Kidney patients also should do foot massage. If the patient has muscle necrosis or ulceration phenomenon, is not suitable for foot massage.

Reflexology helpful for people with chronic diseases of the largest, such as frequent insomnia, physical weakness, etc., were foot massage, a significant effect.

Customers do not need to do daily foot massage, which it will damage the muscles. After a massage, muscles relax, blood circulation to the next day, still have utility in this regard, you can come back every couple of days to do.



■ Hours

7 days a week

10:00 am - 9:00 pm

■ Employees

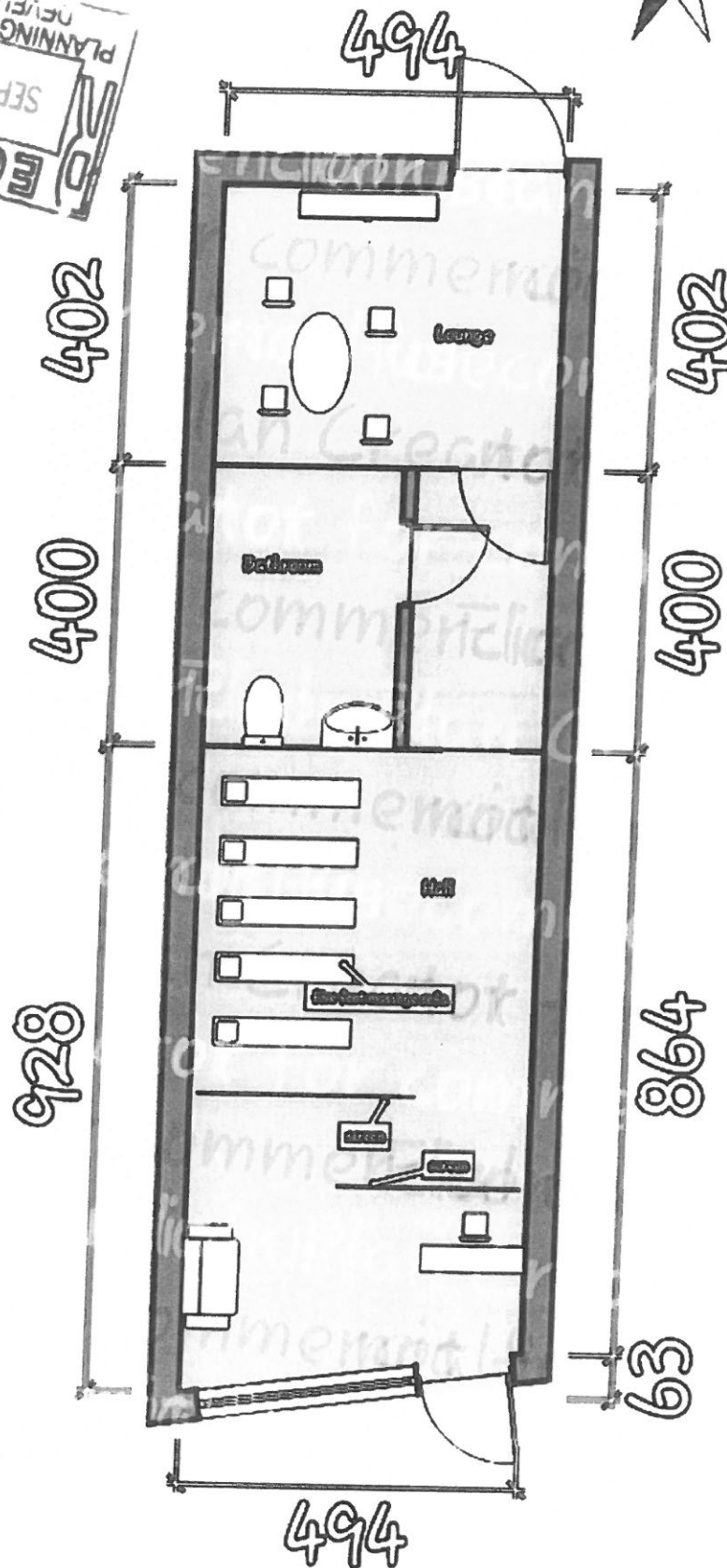
Advance two employees, a steady increase in the number of employees after business. *Maximum of 4 to 5 employees*

5 total massage chairs

■ menu

Special Foot massage : \$ 28 / per hour

RECEIVED
SEP 22 2014
PLANNING & ECONOMIC
DEVELOPMENT



Attachment: Floor Plan (1286 : 1709 N Rand Road)

Attachment: O-145-14 (1709 N Rand Road, Suite 100 - Special Use Amendment Massage Use (CA))

9.7.g

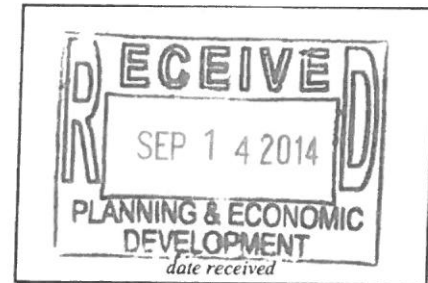
3.4.e

VILLAGE OF PALATINE

SPECIAL USE & VARIATION APPLICATION

Department of Planning & Zoning
200 E. Wood Street · Palatine, IL · 60067-5339
Telephone: (847) 359-9047 · Fax (847) 963-6247

Office Use Only	Project Planner LB	Zoning Case # 14-100
	Filing Fee \$814.00	Notification Deadline
	ZBA Public Hearing Date	Village Council Date



Background Information	Petitioner(s) Song Fei. Dou.		Business Name (if applicable) Chinese foot spa.	
	Subject Property Address 1709 N Rand Road Palatine suite #100. 2L 60074			
	Authorized Agent (if applicable)		Business Name (if applicable)	
	Address 1226 W. 31ST. PL.		City/State/Zip Code Chicago. IL. 60608	
	Telephone 626-632-5453	Fax	Email 605857872@QQ.COM.	
	Relationship to Petitioner (contractor, architect, etc.)			
	Type of Application (check one) ☒ Special Use ☐ Special Use Amendment ☐ Variation			
	Existing Zoning District	Existing Land Use	Proposed Land Use	
	Generally describe your request: Apply only foot massage. (Reflexology)			

Attachment: Application (1324 : 1709 N. Rand Road)

Attachment: O-145-14 (1709 N Rand Road, Suite 100 - Special Use Amendment Massage Use (CA))

VILLAGE OF PALATINE

SPECIAL USE

Required Materials

- ☒ Filing Fee of \$ 814.-
- ☒ Application Form
- ☒ Plat of Survey (must show all current improvements and be sealed by an Illinois certified surveyor)
- ☒ Site Plan (dimension, location, and setbacks of all existing and proposed buildings) – **one 11x17 copy, electronic version preferred**
- ☒ Real Estate Interest Disclosure Form (see attached)
- ☒ Proof of Ownership or Lease (e.g. Title Insurance Policy, Deed, or Purchase Contract)
- ☒ Business Plan (if applicable; including, but not limited to nature of business, hours of operation, number of employees, floor plan, and menu)

Additional Materials (as required by the Village)

- ☐ Elevation Plan (front, side, and rear elevations of a proposed building), and/or Floor Plan (proposed interior layout) – **one 11x17 copy of each plan, electronic versions preferred**
- ☐ Engineering Plans (must indicate existing conditions, topography, storm water management, tree preservation, utility connections, detention calculations, and a cost estimate)
- ☐ Photographs (e.g. ground-level or aerials)
- ☐ Other materials as deemed necessary by the Village

Petitioner Justification

The Petitioner is required to present specific evidence related to each of the following standards to justify the request (paraphrased from Section 14.05 of the Palatine Zoning Ordinance). Attach a separate sheet if necessary.

1. The use is deemed necessary for the public convenience at that location

Be available to the public a place to relax and a simple foot
massage is helpful to health.

2. The use is designed, located, and proposed to be operated that the public health, safety and welfare will be protected

Simple foot massage parlors, elegant environment and warm, is the

best place for all kinds of people such as the elderly, children, adults relax

3. The use will not cause substantial injury to nearby property values mental and physical fatigue-

Simple foot massage just relax entertainment, no pollution and

voice, but not dangerous.

4. With respect to live entertainment uses, the use shall not:

- ☒ Produce noise levels so great as to constitute an unreasonable interference for persons outside the confines of the establishment
- ☒ Impose undue health, sanitation or safety burdens on the village
- ☒ Create excessive demands on the Village of Palatine Police Department
- ☒ Be of a nature otherwise prohibited by law or village ordinance

5. For fence standards, see Section 14.05 of the Palatine Zoning Ordinance

Attachment: Application (1324 : 1709 N. Rand Road)

Attachment: O-145-14 (1709 N Rand Road, Suite 100 - Special Use Amendment Massage Use (CA))

Consider an Ordinance Decreasing the Number of Class D Liquor Licenses by One for Pizzateca at 235 W. Northwest Highway

BACKGROUND: On December 11, 2017, the Village Council approved increasing the number of Class D Liquor Licenses by one for the proposed Pizzateca restaurant at 235 W. Northwest Highway; however, a corresponding liquor license was never issued. In review, while we did not receive any formal correspondence from the Petitioner for Pizzateca, a new Special Use (physical therapy office) was approved by the Village Council on December 10, 2018. Therefore, Staff is requesting to decrease the number of Class D liquor licenses by one.

KEY ISSUES: Due to the Pizzateca restaurant never opening, it is appropriate to remove the Class D liquor license from the Code. An ordinance has been prepared reducing the number of Class D liquor licenses.

ALTERNATIVES:

1. Approve the ordinance.
2. Do not approve the ordinance.

RECOMMENDATION: Staff recommends approval of the ordinance.

ACTION REQUIRED: Motion to approve an ordinance reducing the number of Class D liquor licenses by one.

ATTACHMENTS:

- ORD Decrease Class D Liquor Lic Pizzateca

ORDINANCE NO. _____

**AN ORDINANCE DECREASING THE NUMBER OF CLASS D LIQUOR
LICENSES PURSUANT TO CHAPTER 3, SECTION 3-37 OF THE
VILLAGE OF PALATINE CODE OF ORDINANCES FOR
PIZZATECA AT 235 W. NORTHWEST HIGHWAY**

BE IT ORDAINED, by the Mayor and Village Council of the Village of Palatine,
Cook County, Illinois, acting in the exercise of their home rule power:

SECTION 1: That the number of Class D (Restaurant) Liquor Licenses shall
be decreased for Pizzateca, 235 W. Northwest Highway.

SECTION 2: That all ordinances or parts of ordinances in conflict herewith
are hereby repealed.

SECTION 3: That this ordinance shall be in full force and effect from and
after its passage and approval as provided by law.

PASSED this _____ day of _____, 2019

AYES: _____ NAYS: _____ ABSENT: _____ PASS: _____

APPROVED by me this _____ day of _____, 2019

Mayor of the Village of Palatine

ATTESTED and FILED in the office of the Village Clerk this
_____ day of _____, 2019

Village Clerk

Attachment: ORD Decrease Class D Liquor Lic Pizzateca (Pizzateca - Removal of Class D Liquor License (CA))