

AGENDA
ST. CHARLES CITY COUNCIL MEETING
CLINT HULL, MAYOR
MONDAY, JUNE 15, 2026 – 7:00 P.M.
CITY COUNCIL CHAMBERS
2 E. MAIN STREET

1. **Call to Order**
2. **Roll Call**
3. **Invocation**
4. **Pledge of Allegiance**
5. **Presentations**
 - **Proclamations**
 - ✓ America's 250th
 - ✓ Juneteenth
 - **Appointment / Promotion**
 - ✓ Appointment of Sgt. Joe Dony to Commander of Special Services Unit
 - ✓ Promotion of Detective Ryan Carrigan to Sergeant
 - **Presentation of the Railhenge Sculpture Proposal**
6. **Consent Agenda Items** are considered to be routine matters and will be enacted by one motion. There will be no separate discussion on these items unless a council member/citizen so requests, in which event the item will be removed from the consent agenda and considered in normal sequence on the agenda.
 - a. Motion to accept and place on file minutes of the regular City Council meeting held on June 1, 2026.
 - b. Motion to accept and place on file minutes of the Committee of the Whole meeting held on June 1, 2026.
 - c. Motion to accept and place on file minutes of the Special City Council meeting held on June 1, 2026.

- d. Motion to accept and place on hold minutes of the Executive Session held on June 1, 2026.
- e. Motion to approve and authorize issuance of vouchers from the Expenditure Approval List for the period of 05/25/2026–06/07/2026 in the amount of \$3,291,957.02.
- f. Motion to approve and place on file the Treasurer and Finance Report for the period ending April 2026.
- g. Motion to approve a **Resolution** Authorizing Mayor Clint Hull to Send a Letter to Governor JB Pritzker Opposing the Proposed BUILD Plan.
- h. Motion to approve a **Resolution** Awarding Proposal for Commercial Laboratory Services to Eurofins Eaton Analytical in the amount of \$86,995.04 for a one-year period with the option to extend the contract for an additional two one-year extensions.
- i. Motion to approve a **Resolution** Awarding the Bid for Beatrice Avenue Water Main Replacement to Fox Excavating in the amount of \$964,365.
- j. Motion to approve a **Resolution** Awarding the Bid for North 6th Street and Mark Street Water Main Replacement to Swallow Construction in the amount of \$936,511.50.
- k. Motion to approve a **Resolution** Awarding the Bid for Southgate, Longmeadow and Iroquois Watermain and Roadway Improvement to Bolder Contractors in the amount of \$3,136,032.90.
- l. Motion to approve a **Resolution** Awarding the Bid for Top Soil Materials for FY 26/27 in the submitted bid amount.
- m. Motion to approve a **Resolution** Authorizing the Sale of Items of Personal Property Owned by the City of St. Charles via online auction to the highest bidder.
- n. Motion to approve a **Resolution** Authorizing the Mayor and City Council to Execute a Façade Improvement Grant between the City of St. Charles and Padala Investments LLC (314-316 W Main St).

I. Old Business

- A. None

II. New Business

- A. Presentation of a recommendation from Mayor Clint Hull to approve the appointment of Steve Weber to the Liquor Control Commission.
- B. Presentation of a recommendation from Mayor Clint Hull to approve the appointment of David Petschke as Ward 3 Alderperson with term ending April 30, 2027.
- C. Presentation of a recommendation from Mayor Clint Hull to approve the appointment of Rachel Frohlichtein to the Youth Commission.
- D. Presentation of a recommendation from Mayor Clint Hull to approve the appointment of Julie Trevarthen-Escarcida to the Board of Fire & Police Commissioners.

III. Committee Reports

A. Committee of the Whole

1. Motion to approve an **Ordinance** Amending Title 2 “Administration and Personnel” Chapter 2.04 “City Council” Section 2.04.145 “Consent Agenda” of the St. Charles Municipal Code.
2. Motion to approve a **Resolution** to Execute a Professional Services Contract with Consultant MKSK for the Historic District Re-Survey Project.

7. **Public Comment**

8. **Additional Items from Mayor, Council or Staff**

9. **Executive Session**

- Pending, Probable or Imminent Litigation – 5 ILCS 120/2(c)(11)
- Property Acquisition – 5 ILCS 120/2(c)(5)
- Collective Bargaining – 5 ILCS 120/2(c)(2)
- Review of Executive Session Minutes – 5 ILCS 120/2(c)(21)
- Personnel – 5 ILCS 120/2(c)(1)

10. **Adjournment**

ADA Compliance

Any individual with a disability requesting a reasonable accommodation in order to participate in a public meeting should contact the ADA Coordinator, Jennifer McMahon, at least 48 hours in advance of the scheduled meeting. The ADA Coordinator can be reached in person at 2 East Main Street, St. Charles, IL, via telephone at (630) 377 4446 or 800 526 0844 (TTY), or via e-mail at jmcmahon@stcharlesil.gov. Every effort will be made to allow for meeting participation. Notices of this meeting were posted consistent with the requirements of 5 ILCS 120/1 et seq. (Open Meetings Act).



PROCLAMATION

Celebrating the 250th Anniversary of the United States of America

WHEREAS, on July 4, 1776, the Declaration of Independence was adopted, establishing the United States of America as a free and independent nation founded on the principles of liberty, equality, self-government, and the pursuit of happiness; and

WHEREAS, 2026 marks the 250th anniversary of our nation, giving Americans an opportunity to reflect on our history, celebrate our progress, and renew our commitment to the ideals that unite us all; and

WHEREAS, for 250 years, generations of Americans have worked hard to build our nation through service, perseverance, and innovation; and

WHEREAS, throughout St. Charles' history, our residents have shaped our community, our state, and our nation through public service, military service, volunteerism, education, and business leadership; and

WHEREAS, the City of St. Charles recognizes the importance of inspiring future generations to be active and engaged citizens;

NOW, THEREFORE, I, Clint Hull, Mayor of the City of St. Charles, do hereby proclaim July 4, 2026, as the Celebration of America's 250th Anniversary in the City of St. Charles, and invite all residents, businesses, and community organizations to recognize this historic milestone and encourage the spirit of service and community that has shaped our City for generations.



Clint Hull
Clint Hull, Mayor



PROCLAMATION

2026 Juneteenth

WHEREAS, on June 19, 1865, 2 months after the end of the American Civil War, Union General Gordon Granger arrived in Galveston, Texas, to enforce the Emancipation Proclamation President Lincoln issued 2 years prior; and

WHEREAS, June 19th became known as Juneteenth, a day celebrating the end of slavery in the United States; and


WHEREAS, on June 17, 2021, Juneteenth officially became a federal holiday, and recognition of this day reminds each of us of the promise of equality for all Americans; and


WHEREAS, the city of St. Charles commemorates local Civil War Veteran Private John Maxon, who volunteered to join the only Black Civil war Regiment in Illinois, and after witnessing the events of June 19th in Galveston, moved to St. Charles, IL, remaining here for the rest of his life;

NOW, THEREFORE, I, Clint Hull, Mayor of the City of St. Charles, do hereby proclaim June 19, 2026, to be recognized as Juneteenth in St. Charles; a day to reflect on our nation's past, present, and future; celebrate the freedom, culture, achievements, and contributions of Black Americans to our nation; and honor equality and opportunity for all.



Clint Hull, Mayor

 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	AGENDA ITEM EXECUTIVE SUMMARY		Agenda Item number: 5
	Title:	Appointment of Sgt. Joe Dony to Commander of Special Services Unit & Promotion of Detective Ryan Carrigan to Sergeant	
	Presenter:	Chief Dan Likens	
Meeting: City Council		Date: June 15, 2026	
Proposed Cost: \$ 0		Budgeted Amount: \$ N/A	Not Budgeted: <input type="checkbox"/>
TIF District: None			
Executive Summary (if not budgeted, please explain):			
Recognition of the Appointment of Sgt. Joe Dony to Commander of Special Services Unit.			
Promotion of Detective Ryan Carrigan to Sergeant.			
Attachments (please list): Oath of office Sergeant Oath of office Commander			
Recommendation/Suggested Action (briefly explain): Swearing in ceremony and Oath of Office by Mayor Hull			

 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	AGENDA ITEM EXECUTIVE SUMMARY		Agenda Item number: 5
	Title:	Presentation of a proposal for Railhenge Sculpture	
Presenter:	Mr. Rusell Riendeau, the Artist		
Meeting: City Council		Date: June 15, 2026	
Proposed Cost: \$		Budgeted Amount: \$	Not Budgeted: <input type="checkbox"/>
TIF District: Choose an item.			
Executive Summary (if not budgeted, please explain):			
<p>St. Charles resident and sculptor Russ Riendeau is seeking City Council’s feedback on using a vacant parcel along Route 31, located south of the Boy Scout headquarters on the west side of the road for a proposed Railhenge sculpture. The sculpture design was developed in partnership with the St. Charles Arts Council and informed by research conducted through the St. Charles History Museum and St. Charles Business Alliance.</p>			
Attachments (please list):			
Recommendation/Suggested Action (briefly explain):			
Presentation of a proposal for Railhenge Sculpture and request for Council feedback.			



Friday, April 17, 2026

To: Mayor Clint Hull
City Administrator, Heather McGuire
Economic Development Director, Derek Conley

From: Russ Riendeau, PhD
847-363-9789, russriendeau@gmail.com

Why are we here today?

We are proposing a significant addition to the Public Art of St. Charles, and the proposed location is on City owned property, so we are seeking your input & feedback, prior to making a presentation to City Council.

In this document, we have included:

Vision & Concept

Why this sculpture is important for St. Charles

Details on materials, design and installation, concept drawings and photos

Costs and funding considerations

Sustainability, maintenance, engineering and safety considerations

Insurance – are the existing sculptures on city property covered by city policies?

Artist Statement, biography and experience

CONCEPT BRIEF 2026 - “RAILHENGE” Sculpture Installation Project Proposal



Overview

Artistic Vision & Concept

A sculpture installation such as the proposed “Railhenge” would be one, if not the largest and most visible public sculptures in St. Charles to-date. Railhenge celebrates two, unique, exciting, and little known, histories of railroads through St. Charles beginning in the 1840s. *One*, the bygone era of railroads in St. Charles playing a major role in moving people and goods across the Midwest and along the Fox River. *Two*, this sculpture installation also includes a compelling feature honoring those helping freedom-seeking slaves to find safe passage north via the well- documented *Underground Railroad*. This actual site location along the Fox River, would have felt the shoes of freedom seekers heading north, as well as the rubble of trains that brought industry and immigrants to St. Charles and Kane County starting in the 1840s.

“RAILHENGE” is conceived as a circular field (approximately 40’ diameter) of vertical forms made from reclaimed railroad iron tracks, bent and twisted into organic, expressive shapes. Referencing the spatial logic of **Stonehenge**, the sculpture acknowledges/celebrates the rich, ancient railroad history of St. Charles and becomes a place of gathering, orientation, and reflection—while remaining open, accessible, and contemporary. (*Renditions of the installation and site pictures on page 3.*)

Sculptor: Russ Riendeau, PhD (Working with St. Charles Arts Council)

Fabrication Partner: Oakley Steel Products Company

Contact Information: Russ Riendeau, 847-363-9789, russriendeau@gmail.com

Proposed Location: City of St. Charles property, along the west side of Rt. 31, north of the pedestrian/trestle bridge.

The Sculpture would be installed in the bowl-like retention space formed by the circular walking trail coming down from the trestle bridge path. Visible and accessible from 12,000 vehicles per day on Rt. 31, Pottawatomie Park and paddle boats, bike and walking trails over the bridge, as well as a future landmark for visitors. (Rt. 64 and Geneva Road intersection have 30,000 vehicles per day.) This is an appropriate and natural site location along the beautiful trestle bridge alongside the old Great Western Railway tracks over the Fox River leading into Pottawatomie Park and the downtown.

This is one of the few sites in St. Charles where the installation can be experienced simultaneously by drivers, pedestrians, cyclists, Pottawatomie Park visitors and people traveling on the Fox River.

Why now this sculpture for St. Charles?

1. Given St. Charles rich history as a gateway and supporter of railroads in all directions along the Fox River dating to the 1840s, there are no sculptures in the city celebrating—showcasing—the city’s progressive commitment to railroads in a bygone era.
2. We have no public sculptures remembering efforts via the underground railroad; those abolitionists in St. Charles that helped freedom seekers safe passage to the north.
3. This installation celebrates, in grand scale, a deeper legacy to our “Pride of the Fox” as the Fox River is an integral part of the history of railroads and the underground railroad progress for over 160 years.
4. This sculpture installation is partially funded already and only requiring 1-2 days to install, with options of additional enhancements later.
5. The site location is visible to over 11,000 vehicles per day passing by it including tourists, business professionals and residents. (IDOT data)
6. The site is accessible from over 500 public parking locations within a 10-minute walk. (St. Charles Business Alliance Map)

Materials: The use of salvaged railroad track iron as the primary material of the sculpture connects directly to the St. Charles and Fox River Valley’s **industrial and transportation history**, while its transformation into sculptural form speaks to renewal, reuse, and evolving community identity.

Sculpture Design: Approximately 15 vertical elements, each 8–14 feet in height, will be arranged in a 40’ circular configuration. Each track will be set into bored ground holes approximately 6 feet deep, stabilized with compacted gravel, allowing the forms to rise directly from the landscape without visible foundations. Additionally, a small feature of 4-5 feet of railroad track will appear to rise up from the earth, symbolizing the freedom seekers path to freedom with the help of St. Charles abolitionists via the Underground Railroad network.

Native prairie grasses will be planted throughout the site, softening the industrial material and reinforcing ecological restoration themes. Over time, the grasses will move with the wind, creating a dynamic contrast between organic growth and forged steel.

This permanent, illuminated sculpture will serve as a gateway landmark for St. Charles—celebrating its rich railroad history, movement, and renewal while creating a highly visible identity marker along a major traffic corridor. Designed to be experienced both day and night, the installation will enhance tourism, reinforce downtown pride, and contribute to long-term benefits for businesses, enhancing property values and tourism.

At night, uplighting will illuminate the iron forms, emphasizing texture, shadow, and scale—transforming the installation into a luminous presence visible from the roadway and surrounding areas.



Left: Concept Drawing Showing Features & Existing Infrastructure.

Right: Site Location Rt. 31, North of Rt. 64 Looking South.

Sustainability & Material Integrity

- Reclaimed railroad steel minimizes material waste and embodies adaptive reuse
- Prairie grasses reduce long-term maintenance and support local ecosystems
- Durable steel and gravel-set installation reduce long-term infrastructure needs
- Lighting design will prioritize energy efficiency and minimal light pollution.

Site Elements & Visitor Experience

In addition to the sculpture itself, the site will include:

- Low-profile seating along the grassy slopes of the site encourages pause and reflection.
- Interpretive signage or plaque describing the concept, materials, and historical references.
- Already in-place access to the site by walking, biking and nearby over 500 public parking spaces just a 10-minute walk or less.
- High visibility and access for visitors, tourists, school groups, conventions, walking tours, etc. Over 12,000 cars/day pass this site on Rt. 31.
- Site is within 50 yards of the bygone Great Western Railroad tracks to the south.
- Clear and safe pedestrian access and visibility from the roadway, Pottawatomie Park and trails on and off the covered bridge over the Fox River.
- Landscaping that integrates the sculpture into the riverfront environment.

Message To Potential Sponsors:

The city of St. Charles has a long history of building a strong cultural awareness and appreciation of the town's impact on commerce and community in developing a rich heritage that citizens and business can be proud to live and work in. The city has long been an advocate of the arts, with one of the largest sculpture parks, Mount St. Mary Park, located on the Fox River, as well as many other city and park district locations featuring art. Annual art shows, contests and events showcase the city's vibrant downtown area. This Railhenge sculpture,

what would be the largest in St. Charles, would welcome visitors along Rt. 31 just north of Rt. 64 (Main Street). This western area along the river is current being developed as a showcase of additional sculptures and art projects being worked on with the city, the St. Charles Art Council, as well as input from the Historical Museum. We also are using research and ideas from the St. Charles Business Alliance to ensure a consistent message for developing more businesses and tourism support.

Current Status Regarding Sponsor Donations

As of March 18, 2026 we have a steel fabrication company in the nearby suburbs that has graciously agreed to donate the materials, labor and logistics of fabricating the sculpture working with Russ Riendeau, the sculptor and designer.

We are now seeking either donations of the labor and equipment or funding to install the materials (1-2 days at most), as well as native prairie grasses and restoration of the grassy areas at the site. One day at most. Additional plaques honoring donors and sponsors, as well as funding or labor for future accent lighting is being sought out. The city may be able to provide some signage as part of their public works budget.

To secure approval from the city to grant permission to use the property for this installation, we are looking for additional funding or donated labor to support for the work required to auger holes for the railroad pieces, as well as electrical work for lighting, landscaping native prairie grasses and additional signage around the city to direct visitors to the site.

This funding or labor support, estimated to be 20-40k, could be done in phases after the structure is up. Because of the unknown factors of what the city could offer to pay for in the labor side, we won't know more before presenting to the city council. So, it's a bit chicken or egg in working to secure outside sponsors to assist with the costs.

For those wishing to sponsor this in some way, we will be installing a plaque or signage of some kind that will recognize all the donors, as well as marketing pieces, newspaper stories, magazine stories in many of the local publications, as well as a ribbon cutting ceremony to showcase donors. We believe that being a part of this exciting and important story of honoring the railroad history, as well as the courageous efforts of our citizens helping freedom seekers secure a new life, will be both a proud experience, as well as a way to show your community pride, support and commitment to a important time in history. Being part of something larger than ourselves helps every person grow in awareness and influence in the greater good of a community.

We welcome your support in this exciting project in St. Charles.

Artist Statement — Dr. Russ Riendeau

My work begins with curiosity—about materials, about place, and about how people experience meaning together. I am drawn to materials that carry history: steel that once moved people and goods, industrial forms shaped by labor and time. In my sculptural practice, these materials are not polished into perfection but allowed to retain their memory. I bend, twist, and reorient them to ask a simple question: *What happens when something built for motion becomes a place of pause?* Much of my work is sited in public and healthcare environments, where art is encountered not as destination but as part of everyday life. I am deeply interested in how people interpret form, scale, and space—how a sculpture can quietly change a conversation, soften a moment, or invite reflection without demanding attention. My background in psychology informs my approach, but the work itself is intuitive and human. I believe art functions best not when it explains, but when it opens space—for curiosity, for connection, and for

shared experience. And, my early work in my career as a homebuilder provides a rich understanding of construction and how materials interact and inform visual beauty.

Professional Biography — Dr. Russ Riendeau, PhD

Dr. Russ Riendeau, PhD is an interdisciplinary creator whose work bridges **art, psychology, writing, public speaking, and community engagement**. An experienced sculptor, author, musician, and thought leader, Dr. Riendeau has spent more than four decades exploring how creative expression enriches human experience and community identity. TED+2Shaw Local+2 As an artist, his large-scale sculptures are installed in **public and healthcare environments**, including prominent works in front of **Advocate Good Shepherd Hospital** and on the campus of the **Mayo Clinic in Phoenix, Arizona**. TED+1 These installations reflect his interest in *materials, memory, and human connection*, and have been featured in regional exhibitions and media coverage highlighting his creative impact. Riendeau is also an accomplished **author of more than a dozen books**, a **composer with multiple original music albums**, and a **speaker with multiple TEDx presentations**. His creative work spans genres and media, reflecting a lifelong commitment to how artistic expression can support wellbeing and community dialogue. In his academic and professional work, Dr. Riendeau holds a **Doctorate in Educational Psychology**, and is a **Mayo Clinic trained and certified wellness coach**—placing him among a small global cohort of professionals with this background. He has written hundreds of published articles and papers on psychology, creativity, leadership, and wellbeing, and his thought leadership has been recognized through honors such as **LinkedIn’s Top Voice designation**, placing him among a select group of influential contributors worldwide. Dr. Riendeau and Cheryl, his wife, live in St. Charles, Illinois, where his multidisciplinary creative practice continues to evolve at the intersection of art, community, and human flourishing.

Municipal Considerations

Stakeholder Alignment: In conversations with the St. Charles Arts Council, St. Charles History Museum, St. Charles Park District, St. Charles Business Alliance, River Corridor Foundation of St. Charles, Geneva History Museum, Batavia Trolley Museum, we continue to receive support that this installation is appropriate, timely, and beneficial for pride of living and working in St. Charles and Kane County, boosting tourism and visitor access to our city’s vibrant food and entertainment districts. And, given there are no other public sculptures acknowledging the bygone era of railroads in St. Charles rich history, the timing is also ideal. We also have their support to acknowledge and honor the efforts of some early settlers as abolitionists helping slaves find freedom through the well-documented history Underground Railroad efforts in St. Charles and Kane County.

Timeline: Once railroad tracks that have been fabricated to the design specs and delivered to the jobsite, it would take 1-2 days to set in place and another 1-2 days to restore the site landscape and plant native grasses. Additional lighting options and power cables run underground could be done at the same time or post-installation before ground restoration. (We would work with a lighting expert to identify the ideal style/scope of lighting after the rails are in place, and secure city approval as well.)

Site Control & Approvals: We understand the city owns this property and has no other plans to develop this area, given it is a partial retention location for rainwater runoff and encircled by the paved walking path coming off the covered bridge over the river leading to Pottawatomie Park and the east side of the Fox River.

Ownership and Ongoing Maintenance: Railroad tracks, even buried underground have a lifespan of over 75 years in Illinois climate and soil. The sculpture site is currently grass and mowed by the city, we believe. The only additional maintenance will be cutting back native grasses each spring at the base of the structures and any

city signage around the city or at the site needing painting metal facings. Any added site lighting and signage installed would fall under existing work on site already in place.

Detailed Costs: Materials, fabrication and delivery to the site are already covered. We have 5-7k in donation commitments to use for labor to auger holes and use small backhoe to place tracks in the holes on site. Additional funding is in the works to help with signage/placards/lighting and stone slabs for sitting. These costs estimates are 20-40k and can be done in phases. (Donated labor for installation and adding signage for tourists and visitors directing them to the sculpture site from the city could help significantly offset the monies required to complete the project.) We also have volunteer organizations that can help with the plantings and restoration of this small area.

Engineering and Safety: This sculpture, a 45' circle in a flat, grassy area, is as safe as any other sculpture in the city. The rails are 8-14' tall, made of steel, are sunk at least one-third of their height from the ground to follow engineering standards pole installations and holes filled with crushed stone. Site location is 400 yards or more from any homes and is 100 yards or more from the Fox River. There are no sharp edges, no hanging wires, ropes or brackets. Like any playground setting, a person could shimmy up one of these tracks, but they are 7" in diameter and difficult to climb. The site will be inspected by JULIE to confirm no underground utilities.

End of Document

Our request from the city is:

1. Giving the OK to use this vacant piece of city property for this installation.
2. Use of City Electricity to light it and street signage down the road.
3. Use of Public Works equipment & labor to install (Estimated 2-2.5 days).
4. The railroad steel, all fabrication of the pieces and delivery to the site have been generously donated by Oakley Steel Products.


Examples: Revenue & Economic Statistics Showing Value for Public Art

- **Visitor Spending:** Audience spending studies show typical cultural event attendees spend **\$31.47 per person** on event-related activities (e.g., parking, dining, and retail) *beyond* the cost of admission. [1]
- **Out-of-County Tourists:** Visitors traveling from outside the county spend more than double that of locals (about **\$47.57**). In cities like Aurora, anchor arts foundations generate upwards of **\$54 million** in local economic impact annually. [1, 2]
- **Event-Driven Revenue:** Pop-up and outdoor art events specifically draw massive crowds; for example, a single-night outdoor art installation spanning several urban blocks can attract upwards of **16,000 visitors**, driving immediate spikes in restaurant and retail revenue. [1]

Additional Local & Social Benefits

- **Private and Public Investment:** Many municipalities (such as Evanston) utilize a "Percent-for-Art" ordinance requiring 1% of the total budget for new city developments to go toward public artwork, driving aesthetic investments without heavily relying on tax hikes. [1]
- **Placemaking:** The *Sculptures on the Fox* program in St. Charles highlights the direct use of compelling artwork to beautify the downtown shores, turning previously quiet riverwalks into prime community gathering destinations that keep local discretionary spending in-town. [1, 2]
- **Cultural Identity & Unity:** Collaborative public art projects empower residents, generate a strong sense of place attachment, and help express diverse community heritage that fosters civic engagement. [1, 2, 3]

Sources: Arts Alliance Illinois, Now Art, Parking & Mobility Magazine

ArtPrize in Grand Rapids, Michigan generates **\$82.6 million** in direct economic activity, according to the official  [City of Grand Rapids report](#). Conducted alongside researchers from Grand Valley State University, the data showcases an explosive upward trajectory from the \$71 million generated previously. [1, 2, 3]

The financial impact breaks down across several major tourist-driven sectors: [1]

Visitor Numbers & Tourism Spending

- **High Influx of Tourists:** The 15-to-18-day event attracts **nearly 800,000 visitors** annually to the Grand Rapids urban core. Non-local tourists spent an average of **\$67 per visit**.



RAILHENGÉ®

— *SENSE THE GROUND ROAR & THE HEART SOAR.* —

— **ST. CHARLES, IL** —

Railhenge Sculpture Proposal

Russ Riendeau, a St. Charles resident and sculptor with other public sculpture installations, will be presenting a proposal to request the city's permission to utilize the small piece of vacant and used property off Rt. 31, south of the Boy Scout Headquarters on the west side of Rt. 31. The property is the circle of grass that the bike trail coming off the covered bridge over the river encircles as it winds down to street level. Russ, working with the St. Charles Arts Council, and research via the St. Charles History Museum and St. Charles Business Alliance, has a design for a sculpture installation titled "Railhenge."

This sculpture, with a similar concept of the famous Stonehenge, would be an abstract installation of 13 vertical lengths and shapes of actual railroad track in a roughly 35' diameter circle that would also have dramatic night lighting as well. This sculpture is to recognize both the rich and important railroad history of St. Charles bygone era in the mid-1800s to the mid- 1900s, as well as honoring the efforts of St. Charles citizens that were part of the Underground Railroad as they risked much to help freedom-seeking slaves during the Civil War to escape to freedom to the northern states and Canada. Many of the homes in St. Charles were used as secret locations to house and transport slaves with a network of others. Currently, there are no sculptures in the city that showcase our rich and unique history of railroads in the Fox River Valley

This sculpture, easily accessible, would aid in boosting tourism, pride of working and living in St. Charles, expand the education of our children, increase people using more of our local business to generate more tax revenue, and also improve the overall first impressions of travelers on Rt. 31 coming from the North thru our River North Arts Corridor being championed by the Arts Council.



🍴 Restaurants

🏨 Hotels

📷 Things to do

🏛 Museums

🚇 Transit

🏪 Pharmacies

🏧 ATMs



The Grove of St. Charles

Lighthouse Imaging Solutions

Jackie Spencer Photography

Pottawatomie Golf Course

Pottawatomie Community Center

Move Fully Nourished

Boy Scout Island Park

Pottawatomie Park

Boy Scout Island

Iroquois Ave

North Ave

Bent Ave

N 4th Ave

Park Ave

Delnor Woods Park

Wing Ave

Millington Way

Bradley Cir

Mark St

Auto Machine, Inc

Ryan St

U-Haul Neighborhood Dealer

Saint Charles South Lake

State St

Rec Haus

Opus Virtual Offices Recently viewed

Google Maps









RAILHENG
Feel the Ground Roar
& the Heart Soar.

MINUTES
ST. CHARLES CITY COUNCIL MEETING
CLINT HULL, MAYOR
MONDAY, JUNE 1, 2026 – 7:00 P.M.
CITY COUNCIL CHAMBERS
2 E. MAIN STREET

1. Call to Order

The meeting was called to order by Mayor Clint Hull at 7:00 pm.

2. Roll Call

Present: Ald. Spellman, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber, Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz

Absent: None

3. Invocation

4. Pledge of Allegiance

5. Presentations

- Proclamations
 - ✓ Pride Month for June 2026
 - ✓ National Gun Violence Awareness Day on June 5, 2026

- Spirit of St. Charles Awards – Ward 4
 - ✓ Avery Andelman

- Spirit of St. Charles Awards – Ward 5
 - ✓ La Huerta Grill and Market
 - ✓ Jeff Hunt

6. Motion by Ald. Silkaitis, second by Ald. Wirball to approve the Consent Agenda.

Consent Agenda Items are considered to be routine matters and will be enacted by one motion. There will be no separate discussion on these items unless a council member/citizen so requests, in which event the item will be removed from the consent agenda and considered in normal sequence on the agenda.

City Administrator Heather McGuire spoke about comments received about the Fox River Dam resolution. She clarified that it is a policy determination but is not binding so it can be changed in the future, and that it allows St. Charles to continue working with the IDNR regarding a potential modification to the dam while preserving the impoundment.

Roll Call Vote: Ald. Spellman, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber, Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz; Nays: None

Motion Carried.

- a. Motion by Ald. Silkaitis, second by Ald. Wirball to accept and place on file minutes of the regular City Council meeting held on May 18, 2026.

Roll Call Vote: Ald. Spellman, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber, Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz; Nays: None

Motion Carried.

- b. Motion by Ald. Silkaitis, second by Ald. Wirball to accept and place on file minutes of the Committee of the Whole meeting held on May 18, 2026.

Roll Call Vote: Ald. Spellman, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber, Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz; Nays: None

Motion Carried.

- c. Motion by Ald. Silkaitis, second by Ald. Wirball to approve and authorize issuance of vouchers from the Expenditure Approval List for the period of 05/11/2026–05/24/2026 in the amount of \$5,779,579.77.

Roll Call Vote: Ald. Spellman, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber, Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz; Nays: None

Motion Carried.

- d. Motion by Ald. Silkaitis, second by Ald. Wirball to approve and place on file the Treasurer and Finance Report for the period ending March 31, 2026.

Roll Call Vote: Ald. Spellman, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber, Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz; Nays: None

Motion Carried.

- e. Motion by Ald. Silkaitis, second by Ald. Wirball to approve a **Resolution 2026-74** Authorizing the Mayor and City Council to Execute a Façade Improvement Grant between the City of St. Charles and Charles and Susan Izzo (312 N 2nd Avenue).

Roll Call Vote: Ald. Spellman, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber, Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz; Nays: None

Motion Carried.

- f. Motion by Ald. Silkaitis, second by Ald. Wirball to approve a permit for the St. Charles Country Club July 3, 2026, Fireworks Display.

Roll Call Vote: Ald. Spellman, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber, Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz; Nays: None
Motion Carried.

- g. Motion by Ald. Silkaitis, second by Ald. Wirball to approve a permit for the St. Charles Park District July 4, 2026, Fireworks Display.

Roll Call Vote: Ald. Spellman, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber, Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz; Nays: None
Motion Carried.

- h. Motion by Ald. Silkaitis, second by Ald. Wirball to approve a **Resolution 2026-75** Awarding the Bid for a Construction Contract with SKC for 2026 Crack Filling in an amount not to exceed \$108,557.50.

Roll Call Vote: Ald. Spellman, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber, Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz; Nays: None
Motion Carried.

- i. Motion by Ald. Silkaitis, second by Ald. Wirball to approve a **Resolution 2026-76** Awarding the Bid for a Construction Contract with Geneva Construction Company for the 2026 Street Rehabilitation Program in the amount of \$6,317,433.80.

Roll Call Vote: Ald. Spellman, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber, Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz; Nays: None
Motion Carried.

- j. Motion by Ald. Silkaitis, second by Ald. Wirball to approve a **Resolution 2026-77** Authorizing a Consulting Contract with Midland Standard Engineering and Testing for Quality Assurance Services in the amount of \$31,410.

Roll Call Vote: Ald. Spellman, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber, Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz; Nays: None
Motion Carried.

- k. Motion by Ald. Silkaitis, second by Ald. Wirball to approve a **Resolution 2026-78** authorizing the Service Agreement with the St. Charles History Museum for FY 2026-2027 in the amount of \$72,000.

Roll Call Vote: Ald. Spellman, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber, Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz; Nays: None
Motion Carried.

- i. Motion by Ald. Silkaitis, second by Ald. Wirball to Approve an **Ordinance 2026-M-14** Amending Chapter 2.10 “Appointive Officers” of the St. Charles Municipal Code to establish the Position of Deputy City Administrator.

Roll Call Vote: Ald. Spellman, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber, Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz; Nays: None
Motion Carried.

- m. Motion by Ald. Silkaitis, second by Ald. Wirball to approve amplification and to reserve the 1st St. Plaza for the “Concert for America’s 250th.”

Roll Call Vote: Ald. Spellman, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber, Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz; Nays: None
Motion Carried.

- n. Motion by Ald. Silkaitis, second by Ald. Wirball to approve City property use and parking lot closure for the annual Farmers Market from June through October.

Roll Call Vote: Ald. Spellman, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber, Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz; Nays: None
Motion Carried.

- o. Motion by Ald. Silkaitis, second by Ald. Wirball to approve the City Lot B parking lot closure and amplification for CF Cycle for Life bicycle event.

Roll Call Vote: Ald. Spellman, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber, Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz; Nays: None
Motion Carried.

- p. Motion by Ald. Silkaitis, second by Ald. Wirball to approve a **Resolution 2026-79** authorizing the purchase of one year of CityView software maintenance and cloud hosting services from Harris Computer Systems for \$87,784.

Roll Call Vote: Ald. Spellman, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber, Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz; Nays: None
Motion Carried.

- q. Motion by Ald. Silkaitis, second by Ald. Wirball to accept and place on hold the minutes of the Executive Session held on May 18, 2026.

Roll Call Vote: Ald. Spellman, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber, Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz; Nays: None
Motion Carried.

- r. Motion by Ald. Silkaitis, second by Ald. Wirball to approve a **Resolution 2026-80** Affirming the Importance of the Fox River Dam and Expressing the City of St. Charles' Commitment to Work with the Illinois Department of Natural Resources to Maintain Impoundment.

Roll Call Vote: Ald. Spellman, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber, Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz; Nays: None
Motion Carried.

I. Old Business

- A. None

II. New Business

- A. Motion by Ald. Muenz, second by Ald. Spellman to approve the Recommendation from Mayor Clint Hull to Approve Appointment of Derek Conley as Deputy City Administrator for FY 2026/2027.

Roll Call Vote: Ald. Spellman, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber, Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz; Nays: None
Motion Carried.

- B. Motion by Ald. Muenz, second by Ald. Wirball to approve the Recommendation from Mayor Clint Hull to Approve Reappointment of Gary Gruber to the Plan Commission.

Roll Call Vote: Ald. Spellman, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber, Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz; Nays: None
Motion Carried.

- C. Motion by Ald. Wirball, second by Ald. Spellman to approve the Recommendation from Mayor Clint Hull to Approve Appointment of Jayme Muenz as City Liaison to the St. Charles Business Alliance.

Roll Call Vote: Ald. Spellman, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber, Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz; Nays: None
Motion Carried.

- D. Motion by Ald. Wirball, second by Ald. Bessner to approve the Recommendation from Mayor Clint Hull to Approve Appointment of Denver Dawson to the Building Board of Review.

Roll Call Vote: Ald. Spellman, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber, Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz; Nays: None

Motion Carried.

- E. Motion by Ald. Spellman, second by Ald. Muenz to approve the Recommendation from Mayor Clint Hull to Approve Appointment of David Pietryla as City Liaison to the History Museum.

Roll Call Vote: Ald. Spellman, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber, Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz; Nays: None

Motion Carried.

III. Committee Reports

A. **Committee of the Whole**

1. None

7. **Public Comment**

Tom Anderson thanked Public Works and the City of St. Charles for their recent work at the St. Charles History Museum and the pedestrian and bicycle improvements for crossings. He further expressed agreement with the Fox River Dam resolution.

Dawn Troost Bigelow spoke on the Special Use Request for a Senior group home that was planned for the Committee of the Whole Meeting. She raised concerns about the developer claiming his business practices seem like a Ponzi scheme and he is degrading to Seniors. She played a YouTube video from the developer for City Council to hear which she found appalling and asked City Council to take it into consideration.

Ken Schoening spoke on the Special Use request for a Senior group home that was planned for the Committee of the Whole Meeting. He owns the property adjacent to the proposed space and explained that the use of this land has been an ongoing discussion. He does not believe the request is proper use for the land as increase in noise and traffic will directly affect the hundreds of single-family homes in that area. He brought up environmental concerns such as flooding and inquired about any required EPA testing.

Charles Hager requested a Veteran's History Month recognition and proclamation. He stated St. Charles is a great town, but the proclamation felt like a slap in the face.

Richard Feiss gave his appreciation for the City Council and expressed what an amazing community St. Charles is. He noted that the City Council does the best job with Robert's Rules of Order of any council.

Rodney Allen spoke on the Fox River Dam resolution, stating he would like to save the river by replacing the pool with water that has good oxygen, temperature and supports wildlife. He expressed interest in an alternative removal/replacement of the dam and stated he wanted to save the river by improving it for his grandchildren.

Rick Alberts thanked City Council for adopting the Fox River Dam resolution and explained that removing the dam is irreversible but keeping it is not.

8. Additional Items from Mayor, Council or Staff

None

9. Executive Session

None

10. Adjournment

Motion by Ald. Weber, second by Ald. Bessner to adjourn the meeting at 7:47 pm.

Roll Call Vote: Ald. Spellman, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber, Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz; Nays: None

Motion Carried.

Jessica Bridges, City Clerk

CERTIFIED TO BE A TRUE COPY OF ORIGINAL

Jessica Bridges, City Clerk

**MINUTES
THE CITY OF ST. CHARLES
COMMITTEE OF THE WHOLE MEETING
ALD. BRYAN WIRBALL, CHAIR
MONDAY, JUNE 1, 2026
IMMEDIATELY FOLLOWING THE CITY COUNCIL MEETING
CITY COUNCIL CHAMBERS – 2 EAST MAIN STREET**

1. Call to Order

Chair Wirball called the meeting to order at 7:52 pm.

2. Roll Call

Present: Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz, Ald. Spellman, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber. Absent: None

3. Agenda-Related Public Comment

Ryan Root, a resident, opposed the Senior Care Home proposal, arguing that the assisted living facility is incompatible with the area's single-family zoning. He also questioned the business model behind the project.

Christina Iuga, a resident, opposed the Senior Care Home project, citing her experience caring for a parent with dementia and questioning whether the proposed staffing model and non-medical licensing could adequately meet the complex needs of memory-care residents.

Vivian Van Rogkel opposed the Senior Care Home proposal, arguing that it is a commercial use incompatible with the surrounding low-density single-family neighborhood and does not meet the criteria for a special use permit.

Kelsey Stangebye, a resident, opposed the Senior Care Home proposal, arguing it is inappropriate commercial use in a single-family neighborhood that could set a poor precedent. She also expressed concerns about safety, site suitability, and potential impacts on nearby property values.

Kat McWard, a resident, opposed the Senior Care Home proposal, citing concerns about the applicant's planning, the scale of the development, and its compatibility with the area. She argued that tree removal and the large building could negatively affect neighboring properties and reduce home values.

Chi Nguyen, a resident, opposed the Senior Care Home proposal, arguing that it is a commercial use incompatible with the neighborhood. She urged the committee to protect the area's residential character and existing zoning standards.

Todd Kearns, a resident, opposed the Senior Care Home development and said is not a good fit for the neighborhood and raised concerns about safety, quality of care for residents, and potential operational risks, citing fears of inadequate staffing, access issues, and negative outcomes for vulnerable individuals.

Nghi Huynh, a resident, expressed strong opposition to the proposed Senior Care Home project. He argued that it unfairly benefits one family financially while negatively impacting many residents who have invested in the community.

Bill Melnarsk, a resident, raised concerns about the long-term viability of the proposed Senior Care Home facility.

Nick Stavropoulos, a resident, expressed concern that the proposed Senior Care Home project is being rushed and questioned its suitability for the neighborhood. He argued it is a profit-driven venture with potential risks related to flooding, environmental issues, and long-term property use.

Robert Turnbull, a resident, raised concerns about the applicant's understanding of the proposed Senior Care Home facility, including confusion over its classification, licensing, and operational details. He also questioned whether the site has adequate parking, warning that insufficient capacity could create safety and traffic issues.

4. **Consent Agenda Items**

None

5. **City Administration**

- a. Recommendation to approve an **Ordinance** Amending Title 2 "Administration and Personnel" Chapter 2.04 "City Council" Section 2.04.145 "Consent Agenda" of the St. Charles Municipal Code.

City Administrator Heather McGuire presented an ordinance to formally set the consent agenda dollar threshold at \$100,000 for items already included in the approved budget. Some alderpersons expressed concern that the threshold is too high, preferring more individual discussion for transparency. Others emphasized that all such items have already been approved within the budget, and that any council member can pull items for discussion.

Motion by Ald. Muenz, seconded by Ald. Foulkes, to approve an **Ordinance** Amending Title 2 “Administration and Personnel” Chapter 2.04 “City Council” Section 2.04.145 “Consent Agenda” of the St. Charles Municipal Code.

Roll Call Vote: Ayes: Ald. Spellman, Ald. Bessner, Ald. Foulkes, Ald. Bongard, Ald. Muenz. Nays: Ald. Pietryla, Ald. Weber, Ald. Silkaitis. Ald. Wirball did not vote as Chair. **Motion Carried.**

- b. Recommendation to approve a **Resolution** Authorizing Mayor Clint Hull to Send a Letter to Governor JB Pritzker Opposing the Proposed BUILD Plan.

Mayor Clint Hull presented the Resolution. He noted the bill did not pass on the last day of session but could be brought back in veto session.

Motion by Ald. Bongard, seconded by Ald. Pietryla to approve a **Resolution** Authorizing Mayor Clint Hull to Send a Letter to Governor JB Pritzker Opposing the Proposed BUILD Plan.

Roll Call Vote: Ayes: Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz, Ald. Spellman, Ald. Pietryla, Ald. Bessner, Ald. Weber. Nays: None. Ald. Wirball did not vote as Chair. **Motion Carried.**

6. Community Development

- a. Recommendation to approve an **Ordinance** Granting Approval of a Special Use for Large Group Home for Senior Care Home at 5N024 IL Route 31.

Item 6a was heard following Item 3 Agenda-Related Public Comment

City Planner Ellen Johnson introduced the Ordinance.

Tony Horbach, representing Wilby Properties, spoke in support of the proposal, stating that the 16-resident model is necessary for operational success and would provide personalized, residential-style care for seniors. He emphasized the growing need for senior housing, the minimal neighborhood impact of the facility, and defended the project's business partners against criticism.

Several council members expressed concerns that the proposed facility is for commercial use that is too large for the site and surrounding neighborhood. They questioned the applicant's business model and argued that the project did not satisfy key findings of fact related to compatibility with surrounding properties, public welfare, and code compliance.

Concerns were also raised about resident safety, long-term viability, and future reuse of the building. Although supportive of additional senior housing, they concluded that this location was not appropriate for the proposal.

Chair Wirball asked for a motion; none was made to approve the project.

Following legal guidance, a motion was instead made and seconded to recommend denial of the special use, citing adverse effects on nearby property, impacts on general welfare and lack of conformance with codes.

Motion by Ald. Pietryla, seconded by Ald. Spellman, to deny an **Ordinance** Granting Approval of a Special Use for Large Group Home for Senior Care Home at 5N024 IL Route 31.

Roll Call Vote: Ayes: Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz, Ald. Spellman, Ald. Pietryla, Ald. Bessner, Ald. Weber. Nays: None. Ald. Wirball did not vote as Chair. **Motion Carried.**

- b. Recommendation to approve a **Resolution** to Execute a Professional Services Contract with Consultant MKSK for the Historic District Re-Survey Project.

City Planner Emma Fields presented the Resolution.

Council members' comments focused on timing, scope, and cost: they asked how urgent the work is given current budget constraints and confirmed that it is limited to updating historic resource data. Staff explained that outdated surveys are creating practical issues for preservation reviews and that the project is already budgeted, with the proposed contract coming in under budget.

Motion by Ald. Weber, seconded by Ald. Pietryla, to approve a **Resolution** to Execute a Professional Services Contract with Consultant MKSK for the Historic District Re-Survey Project.

Roll Call Vote: Ayes: Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Spellman, Ald. Pietryla, Ald. Bessner, Ald. Weber. Nays: Ald. Muenz. Ald. Wirball did not vote as Chair. **Motion Carried.**

7. Public Works

- a. Recommendation to approve a **Resolution** Awarding Proposal for Commercial Laboratory Services to Eurofins Eaton Analytical in the amount

of \$86,995.04 for a one-year period with the option to extend the contract for an additional two one-year extensions.

Public Works Manager Tim Wilson presented the Resolution.

Motion by Ald. Pietryla, seconded by Ald. Bongard, to approve a **Resolution** Awarding Proposal for Commercial Laboratory Services to Eurofins Eaton Analytical in the amount of \$86,995.04 for a one-year period with the option to extend the contract for an additional two one-year extensions.

Roll Call Vote: Ayes: Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz, Ald. Spellman, Ald. Pietryla, Ald. Bessner, Ald. Weber. Nays: None. Ald. Wirball did not vote as Chair. **Motion Carried.**

- b. Recommendation to approve a **Resolution** Awarding the Bid for Beatrice Avenue Water Main Replacement to Fox Excavating in the amount of \$964,365.

Public Works Manager Tim Wilson presented the Resolution.

Motion by Ald. Pietryla, seconded by Ald. Bongard, to approve a **Resolution** Awarding the Bid for Beatrice Avenue Water Main Replacement to Fox Excavating in the amount of \$964,365.

Roll Call Vote: Ayes: Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz, Ald. Spellman, Ald. Pietryla, Ald. Bessner, Ald. Weber. Nays: None. Ald. Wirball did not vote as Chair. **Motion Carried.**

- c. Recommendation to approve a **Resolution** Awarding the Bid for North 6th Street and Mark Street Water Main Replacement to Swallow Construction in the amount of \$936,511.50.

Public Works Manager Tim Wilson presented the Resolution.

Motion Ald. Muenz, seconded by Ald. Muenz, to approve a **Resolution** Awarding the Bid for North 6th Street and Mark Street Water Main Replacement to Swallow Construction in the amount of \$936,511.50.

Roll Call Vote: Ayes: Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz, Ald. Spellman, Ald. Pietryla, Ald. Bessner, Ald. Weber. Nays: None. Ald. Wirball did not vote as Chair. **Motion Carried.**

- d. Recommendation to approve a **Resolution** Awarding the Bid for Southgate, Longmeadow and Iroquois Watermain and Roadway Improvement to Bolder Contractors in the amount of \$3,136,032.90.

Public Works Manager Tim Wilson presented the Resolution.

Roll Call Vote: Ayes: Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz, Ald. Spellman, Ald. Pietryla, Ald. Bessner, Ald. Weber. Nays: None. Ald. Wirball did not vote as Chair. **Motion Carried.**

- e. Recommendation to approve a **Resolution** Awarding the Bid for Top Soil Materials for FY 26/27 in the submitted bid amount.

Motion by Ald. Foulkes, seconded by Ald. Pietryla to approve a **Resolution** Awarding the Bid for Top Soil Materials for FY 26/27 in the submitted bid amount.

Roll Call Vote: Ayes: Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz, Ald. Spellman, Ald. Pietryla, Ald. Bessner, Ald. Weber. Nays: None. Ald. Wirball did not vote as Chair. **Motion Carried.**

- f. Recommendation to approve a **Resolution** Authorizing the Sale of Items of Personal Property Owned by the City of St. Charles via online auction to the highest bidder.

Motion by Ald. Pietryla, seconded by Ald. Muenz, to approve a **Resolution** Authorizing the Sale of Items of Personal Property Owned by the City of St. Charles via online auction to the highest bidder.

Roll Call Vote: Ayes: Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz, Ald. Spellman, Ald. Pietryla, Ald. Bessner, Ald. Weber. Nays: None. Ald. Wirball did not vote as Chair. **Motion Carried.**

8. Economic Development

- a. Presentation and Discussion on St. Charles Police Department Site Redevelopment Engagement Summary Report

Economic Development Director Derek Conley presented results from public engagement on the former Police Department site. Discussion highlighted challenges related to the site's limited size, parking needs, possible reuse of the existing building, and project funding and maintenance costs. Council members expressed interest in partnering with the Park District and emphasized preserving the Freedom Shrine. No formal

action was taken, but staff was directed to develop more detailed concepts, partnership opportunities, and funding options.

9. Public Comment

Steven Leffler, a resident, apologized for distributing a document that contained inaccuracies, acknowledged that it caused concern at City Hall, and expressed regret for the errors, stating that he would take steps to prevent similar issues in the future.

10. Additional Items from Mayor, Council or Staff – None

11. Executive Session – None

12. Adjournment

Motion by Ald. Pietryla, seconded by Ald. Muenz, to adjourn the meeting at 9:52 p.m.

Roll Call Vote: Ayes: Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz, Ald. Spellman, Ald. Pietryla, Ald. Bessner, Ald. Weber. Nays: None.
Ald. Wirball did not vote as Chair. **Motion Carried.**

:ts

MINUTES
SPECIAL MEETING OF THE ST. CHARLES CITY COUNCIL
CLINT HULL, MAYOR
MONDAY, JUNE 1, 2026 – 4:00 P.M.
CITY TRAINING ROOM,
112 N RIVERSIDE AVENUE, LOWER LEVEL

1. Call to Order.

Mayor Hull called the meeting to order at 4:00 pm.

2. Roll Call.

Present: Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz, Ald. Spellman, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber. **Absent:** None

3. Executive Session

Motion by Ald. Muenz, second by Ald. Spellman to enter into executive session at 4:02 pm for the purpose of a discussion regarding personnel matters as allowed by 5 ILCS 120/2(c)(1).

Roll Call Vote: Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz, Ald. Spellman, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber; Nays: None.

Motion Carried

Motion by Ald. Muenz, second by Ald. Bongard to exit the executive session at 6:30 pm.

Roll Call Vote: Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz, Ald. Spellman, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber; Nays: None.

Motion Carried

4. Adjournment

Motion by Ald. Wirball, second by Ald. Bongard to adjourn the meeting at 6:30 pm.

Voice Vote: Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz, Ald. Spellman, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber; Nays: None.

Motion Carried

Marzena Sheets, Deputy City Clerk

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Marzena Sheets, Deputy City Clerk

6/12/2026

**CITY OF ST CHARLES
COMPANY 1000
EXPENDITURE APPROVAL LIST**

5/25/2026 - 6/7/2026

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
114	ST CHARLES ACE LLC	137436	53.45	05/28/2026	89237/3	MSKG TAPE,REP RMNG,MLW M
	ST CHARLES ACE LLC Total		<u>53.45</u>			
145	AIR ONE EQUIPMENT INC	137382	6.68	05/28/2026	236074	COVER, COMPONENT HSG, GI
	AIR ONE EQUIPMENT INC Total		<u>6.68</u>			
149	ALARM DETECTION SYSTEMS INC		245.19	05/28/2026	136229-1080	QTRLY CHRGR -JUNE-AUG 2026
	ALARM DETECTION SYSTEMS INC Total		<u>245.19</u>			
159	ALFRED BENESCH AND COMPANY	133299	1,169.23	05/28/2026	361786	STC BRIDGE INSP FY 25/26
	ALFRED BENESCH AND COMPANY Total		<u>1,169.23</u>			
176	ALMETEK INDUSTRIES INC	137142	399.30	05/28/2026	287579	LABEL 19716
	ALMETEK INDUSTRIES INC Total		<u>399.30</u>			
254	ARISTA INFORMATION SYSTEMS INC	133927	8,818.48	05/28/2026	INV-AIS-0014030	POSTAGE AND PRINTING
	ARISTA INFORMATION SYSTEMS INC Total		<u>8,818.48</u>			
284	AT&T		109.93	05/28/2026	109916878/050826	ACCT 109916878
	AT&T Total		<u>109.93</u>			
285	AT&T		1,279.47	05/28/2026	0868856116	MTHLY BILL 04/11-5/10 2026
	AT&T Total		<u>1,279.47</u>			
298	AWARD CONCEPTS INC	133278	179.86	05/28/2026	I0794592	BISEL SPIN MOP
		137213	93.62	05/28/2026	I0794951	CAST IRON/ R GLEASON
		137213	47.46	05/28/2026	I0794952	SLOW COOKER/W AUSTIN

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
		137213	243.38	05/28/2026	I0794964	LIT JUM STR/ MARQUI
		137213	185.92	05/28/2026	I0794998	DEEP FRYER/KRUPKE
	AWARD CONCEPTS INC Total		750.24			
300	AMERICAN WATER WORKS ASSOC					
		137371	7,047.00	05/28/2026	SO283563	MEMBERSHIP RENEWAL
		137371	-7,047.00	05/28/2026	SO283563	MEMBERSHIP RENEWAL
	AMERICAN WATER WORKS ASSOC Total		0.00			
305	BADGER METER INC					
		137136	4,860.43	05/28/2026	1806232	METERS
		137136	5,634.76	05/28/2026	1806816	RCDL DISC LEAD FREE BRZ AL
	BADGER METER INC Total		10,495.19			
428	CALEA					
			732.00	05/28/2026	SO-002364	AWARD DATE MODIFICATION
	CALEA Total		732.00			
563	CDW LLC					
		137375	9,569.00	05/28/2026	AJ3WD8I	ABSOLUTE SEC ACCESS EDGE
	CDW LLC Total		9,569.00			
564	COMCAST OF CHICAGO INC					
			1,121.87	05/28/2026	271418985	Acct 933740460
	COMCAST OF CHICAGO INC Total		1,121.87			
767	EAGLE ENGRAVING INC					
		137204	13.75	05/28/2026	2026-4152	PIC SIGN FRULAND RETIREMEI
	EAGLE ENGRAVING INC Total		13.75			
791	ELGIN COMMUNITY COLLEGE					
		137296	725.00	05/28/2026	26SPSTCHARLESFD	ZACHARY KARR-WFD 351-100
	ELGIN COMMUNITY COLLEGE Total		725.00			
815	ENGINEERING ENTERPRISES INC					
		133283	1,566.75	05/28/2026	86968	EASTERN FLOW END 4/30/26
		126476	298.00	05/28/2026	86969	CMOM PLAM ANN UPD -END 4/30/26
	ENGINEERING ENTERPRISES INC Total		1,864.75			
859	FEECE OIL CO					
		137322	500.02	05/28/2026	125932	BLUE DEF BULK

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
		137394	139.80	05/28/2026	25691	CITGO EP COMPOUND
	FEECE OIL CO Total		639.82			
870	FIRE PENSION FUND					
			832.17	05/29/2026	FP1%260529083327FI	Fire Pension 1% Fee
			11,200.91	05/29/2026	FRP2260529083327FC	Fire Pension Tier 2
			10,657.83	05/29/2026	FRPN260529083327FI	Fire Pension
	FIRE PENSION FUND Total		22,690.91			
961	GENEVA CONSTRUCTION COMPANY					
		133806	5,000.00	05/28/2026	62065	FINAL STERN AND STETSON
	GENEVA CONSTRUCTION COMPANY Total		5,000.00			
985	XYLEM DEWATERING SOLUTIONS INC					
		137092	1,273.00	05/28/2026	401496078	SUB PRIME SUBMERSIBLE TRA
	XYLEM DEWATERING SOLUTIONS INC Total		1,273.00			
1040	BUILDERS PAVING LLC					
		137276	51,974.31	05/28/2026	2608401	OAKWOOD DR
	BUILDERS PAVING LLC Total		51,974.31			
1133	IBEW LOCAL 196					
			965.34	05/29/2026	UNEW260529083327P	Union Due - IBEW - percent
	IBEW LOCAL 196 Total		965.34			
1136	ICMA RETIREMENT CORP					
			70.79	05/29/2026	C401260529083327CA	401A Savings Plan Company
			371.03	05/29/2026	C401260529083327CD	401A Savings Plan Company
			102.06	05/29/2026	C401260529083327ED	401A Savings Plan Company
			627.42	05/29/2026	C401260529083327FD	401A Savings Plan Company
			603.67	05/29/2026	C401260529083327FN	401A Savings Plan Company
			325.41	05/29/2026	C401260529083327HR	401A Savings Plan Company
			724.17	05/29/2026	C401260529083327IT	401A Savings Plan Company
			794.30	05/29/2026	C401260529083327PD	401A Savings Plan Company
			1,338.39	05/29/2026	C401260529083327PV	401A Savings Plan Company
			70.79	05/29/2026	E401260529083327CA	401A Savings Plan Employee
			371.03	05/29/2026	E401260529083327CD	401A Savings Plan Employee
			102.06	05/29/2026	E401260529083327ED	401A Savings Plan Employee
			625.80	05/29/2026	E401260529083327FD	401A Savings Plan Employee
			603.67	05/29/2026	E401260529083327FN	401A Savings Plan Employee

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
			325.41	05/29/2026	E401260529083327HR	401A Savings Plan Employee
			725.79	05/29/2026	E401260529083327IT	401A Savings Plan Employee
			794.30	05/29/2026	E401260529083327PD	401A Savings Plan Employee
			1,338.39	05/29/2026	E401260529083327PV	401A Savings Plan Employee
			200.00	05/29/2026	ICMA260529083327CA	ICMA Deductions - Dollar Amt
			725.00	05/29/2026	ICMA260529083327CC	ICMA Deductions - Dollar Amt
			3,689.22	05/29/2026	ICMA260529083327FD	ICMA Deductions - Dollar Amt
			1,175.00	05/29/2026	ICMA260529083327FN	ICMA Deductions - Dollar Amt
			1,242.30	05/29/2026	ICMA260529083327HF	ICMA Deductions - Dollar Amt
			2,300.00	05/29/2026	ICMA260529083327IT	ICMA Deductions - Dollar Amt
			10,276.50	05/29/2026	ICMA260529083327PC	ICMA Deductions - Dollar Amt
			3,427.30	05/29/2026	ICMA260529083327PV	ICMA Deductions - Dollar Amt
			229.03	05/29/2026	ICMP260529083327CC	ICMA Deductions - Percent
			5,084.92	05/29/2026	ICMP260529083327FD	ICMA Deductions - Percent
			176.85	05/29/2026	ICMP260529083327HF	ICMA Deductions - Percent
			658.71	05/29/2026	ICMP260529083327IT	ICMA Deductions - Percent
			2,372.87	05/29/2026	ICMP260529083327PC	ICMA Deductions - Percent
			1,432.13	05/29/2026	ICMP260529083327PV	ICMA Deductions - Percent
			200.00	05/29/2026	ROTH260529083327CI	Roth IRA Deduction
			225.00	05/29/2026	ROTH260529083327FI	Roth IRA Deduction
			25.00	05/29/2026	ROTH260529083327IT	Roth IRA Deduction
			1,140.00	05/29/2026	ROTH260529083327PI	Roth IRA Deduction
			310.00	05/29/2026	ROTH260529083327PI	Roth IRA Deduction
			1,642.30	05/29/2026	RTHA260529083327CI	Roth 457 - Dollar Amount
			369.00	05/29/2026	RTHA260529083327FI	Roth 457 - Dollar Amount
			250.00	05/29/2026	RTHA260529083327FI	Roth 457 - Dollar Amount
			50.00	05/29/2026	RTHA260529083327HF	Roth 457 - Dollar Amount
			2,850.00	05/29/2026	RTHA260529083327IT	Roth 457 - Dollar Amount
			3,451.00	05/29/2026	RTHA260529083327PI	Roth 457 - Dollar Amount
			350.00	05/29/2026	RTHA260529083327PI	Roth 457 - Dollar Amount
			1,423.86	05/29/2026	RTHP260529083327FI	Roth 457 - Percent
			264.93	05/29/2026	RTHP260529083327PI	Roth 457 - Percent
			477.18	05/29/2026	RTHP260529083327PI	Roth 457 - Percent
			121.63	05/29/2026	RTIP260529083327PD	Roth IRA - Percent
			96.19	05/29/2026	RTIP260529083327PV	Roth IRA - Percent
			56,150.40			
	ICMA RETIREMENT CORP Total					
1140	IDEXX DISTRIBUTION INC					
		137430	5,020.33	05/28/2026	3201113763	COLILERT, VESSELS, QUANTI T

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
	IDEXX DISTRIBUTION INC Total		<u>5,020.33</u>			
1149	ILLINOIS ENVIRONMENTAL		48,946.03	06/03/2026	L173327-31	IEPA PROJECT L173327
			16,005.83	06/03/2026	L175564-09	DEBT SERVICE PRJ L175564
			550,542.68	06/03/2026	L175739-07	DEBT SERVICE PRJ L175739
			178,503.96	06/04/2026	L175775-05	DEBT SERVICE PRJ L17-5775
	ILLINOIS ENVIRONMENTAL Total		<u>793,998.50</u>			
1171	ILLINOIS STATE POLICE		27.00	05/28/2026	20260407786	FINGERPRINTS
	ILLINOIS STATE POLICE Total		<u>27.00</u>			
1194	ISAWWA-IL SECTION OF AMERICAN					
		137383	109.00	05/28/2026	200106919	WTR LEAK DET 5/12
		137383	127.00	05/28/2026	200107283	WTR LEAK DETECTION 5/12
	ISAWWA-IL SECTION OF AMERICAN Total		<u>236.00</u>			
1203	IL DEPT OF AGRICULTURE		150.00	05/28/2026	051926-ILDEPTAGRIC	COMM OPR LIC FEE 3 YRS
	IL DEPT OF AGRICULTURE Total		<u>150.00</u>			
1223	LMC ENTERPRISES					
		137183	1,447.73	05/28/2026	57047	TRML SWEATSHIRTS,POLO,FLE
	LMC ENTERPRISES Total		<u>1,447.73</u>			
1240	INTERSTATE BATTERY SYSTEM OF					
		137425	645.64	05/28/2026	10013475	MTP-48/H6,MTP-65HD,MTX-94R
	INTERSTATE BATTERY SYSTEM OF Total		<u>645.64</u>			
1334	KANE COUNTY ANIMAL CONTROL		116.00	05/28/2026	010426	JANUARY 2026
	KANE COUNTY ANIMAL CONTROL Total		<u>116.00</u>			
1342	KARA CO INC		75.00	05/28/2026	398949	VERIZON SIM CRD 04/07-05/07/:
	KARA CO INC Total		<u>75.00</u>			
1403	WEST VALLEY GRAPHICS & PRINT					
		137261	56.75	05/28/2026	25664	TRAFFIC STOP DATA SHEET
		137129	38.00	05/28/2026	25789	SICK LEAVE PADS FIRE DEPT

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
	WEST VALLEY GRAPHICS & PRINT Total		<u>94.75</u>			
1432	LAW ENFORCEMENT RECORDS		40.00	05/28/2026	2899	2026 MEMB RENEWAL: LIZ MEN
	LAW ENFORCEMENT RECORDS Total		<u>40.00</u>			
1450	LEE JENSEN SALES CO INC	136854	1,150.00	05/28/2026	0039153-00	LABOR
	LEE JENSEN SALES CO INC Total		<u>1,150.00</u>			
1482	ARTHUR J LOOTENS & SON INC		17,009.26	05/28/2026	36049	211 INDIANA ST # 1 - CONCRET
			11,662.19	05/28/2026	36087	211 INDIANA SR # 2 CONC/ASPH
	ARTHUR J LOOTENS & SON INC Total		<u>28,671.45</u>			
1483	LOOPNET	137439	395.00	05/28/2026	124015799	MONTHLY SUBS 2244263
	LOOPNET Total		<u>395.00</u>			
1489	LOWES	137290	960.08	05/28/2026	970650	MISC ITEMS
		137356	595.35	05/28/2026	974920	RATCHT,TRUFUEL,ZEP,BERNZ,
		137531	73.13	05/28/2026	982570	20A 1P AFCI/GFI CIR
		137191	144.39	05/28/2026	983113	cg xl gen pur ,transfr pmp
		137191	48.24	05/28/2026	987964	WTR PARTS AND TOOLS
		137277	25.62	05/28/2026	990054	5 GAL WTR BOTTLE
		137399	43.80	05/28/2026	994531	RAINX 2-1 GLASS CLNR
		137408	318.80	05/28/2026	997410	DIESEL EXH,BOW RAKE,POLYS
	LOWES Total		<u>2,209.41</u>			
1625	MID AMERICAN WATER INC	137262	972.34	05/28/2026	265815A	NIPPLES,VALVE,SADDLE,ADAF
		137184	5,846.81	05/28/2026	265835A	LWR ROD,VALVE,CROSS ARM,V
		137360	935.40	05/28/2026	266063A	BOLT/NUT,GSKT
	MID AMERICAN WATER INC Total		<u>7,754.55</u>			
1745	NICOR		67.27	05/29/2026	1000 9 MAY 27 2026	99-38-20-1000 9
	NICOR Total		<u>67.27</u>			

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
1837	JASON PETERSON	137180	785.60	05/28/2026	FIR3306	J PETERSON- TUITION
	JASON PETERSON Total		<u>785.60</u>			
1861	POLICE PENSION FUND		21,219.98	05/29/2026	PLP2260529083327PD	Police Pension Tier 2
			6,508.90	05/29/2026	PLPN260529083327PL	Police Pension
			205.82	05/29/2026	PLPR260529083327PL	Police Pens Service Buyback
	POLICE PENSION FUND Total		<u>27,934.70</u>			
1864	POLYDYNE INC	142	13,662.00	05/28/2026	2029223	CLARIFLOC
	POLYDYNE INC Total		<u>13,662.00</u>			
1898	PRIORITY PRODUCTS INC	137265	179.52	05/28/2026	1032043	MINI LAMPS,AUTOFUSE, TIES
		137265	4.39	05/28/2026	1032142	SOCKET HEAD CAP SCREWS
	PRIORITY PRODUCTS INC Total		<u>183.91</u>			
1953	FORT DEARBORN ENTERPRISES	137442	235.20	05/28/2026	219362	LIQUID HAND SOAP REFILL
	FORT DEARBORN ENTERPRISES Total		<u>235.20</u>			
2086	SCHWEITZER ENGINEERING	136509	43,650.20	05/28/2026	INV-001248657	SEL-3350 AUTOM CONTROLLEF
	SCHWEITZER ENGINEERING Total		<u>43,650.20</u>			
2152	M E SIMPSON COMPANY INC	133454	36,404.00	05/28/2026	46516	APRIL WORK LEAK DETECTION
	M E SIMPSON COMPANY INC Total		<u>36,404.00</u>			
2157	SISLERS ICE INC		213.00	05/28/2026	208008425	ICE DELIVERY PW
	SISLERS ICE INC Total		<u>213.00</u>			
2240	STEWART SPREADING	137114	3,400.00	05/28/2026	4748	APRIL SERVICES BIOSOLIDS
		137429	3,400.00	05/28/2026	4748-A	MAY '26 SERVICES BIOSOLIDS
	STEWART SPREADING Total		<u>6,800.00</u>			
2314	3M VHS0733					

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
		137245	1,522.44	05/28/2026	9439247917	ELECTROCUT FILM
		137245	456.74	05/28/2026	9439294551	ELECTROCUT FILM CLEAR
	3M VHS0733 Total		1,979.18			
2363	TROTTER & ASSOCIATES INC					
		134726	59,030.25	05/28/2026	26-26243	PROJECT BILLING THRU 4/30/20
		136487	1,075.00	05/28/2026	26-26244	9TH STR DEV BILLING THRU 4/30/20
			1,403.00	05/28/2026	26-26253	PROJECT BILLING THRU 4/30/20
		118595	11,844.00	05/28/2026	26-26277	PROJECT BILLING THRU 4/30/20
			504.00	05/28/2026	26-26278	DIGESTER CLEANING
		136677	3,230.00	05/28/2026	26-26279	PRFS UPDATE THRU 4/30/26
	TROTTER & ASSOCIATES INC Total		77,086.25			
2373	TYLER MEDICAL SERVICES					
			2,025.00	05/28/2026	468589	468782/809/838/870/935/971
	TYLER MEDICAL SERVICES Total		2,025.00			
2403	UNITED PARCEL SERVICE					
			46.13	05/28/2026	0000650961196/050921	WEEKLY SHIPPING
			36.35	05/28/2026	000650961206/051626	WEEKLY SHIPPING
	UNITED PARCEL SERVICE Total		82.48			
2429	VERIZON WIRELESS					
			13,299.83	05/28/2026	6142684875	MTHLY BILLING 04/04-05/03 '26
	VERIZON WIRELESS Total		13,299.83			
2478	WATER PRODUCTS COMPANY					
		137042	241.40	05/28/2026	0335178	WATER DEPT PARTS
		137419	8,350.00	05/28/2026	0335783	PACER 6" BURY 5.25 VO 6MJ
		137423	1,790.00	05/28/2026	0335784	6X12 SS SGL BAND REPAIR CL
	WATER PRODUCTS COMPANY Total		10,381.40			
2485	WBK ENGINEERING LLC					
		133879	600.00	05/28/2026	INV-0000107003	PRAIRIE CENTER REVIEW APR
		133879	400.00	05/28/2026	INV-0000108436	PHEASANT RUN APRIL BILLING
		133879	400.00	05/28/2026	INV-0000108440	SHOPS AT PHEASANT RUN
		133879	1,600.00	05/28/2026	INV-0000108444	7 BREW ARPIL BILLING
		134489	7,686.25	05/28/2026	INV-000099323	RED GATE RAILING
		133879	1,200.00	05/28/2026	INV0000108443	GARDNER SCHOOL APRIL SER'

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
	WBK ENGINEERING LLC Total		<u>11,886.25</u>			
2490	WELCH BROS INC					
		137110	1,418.33	05/28/2026	3374034	WTR VAULT, LOOSE BOTTOM
		137110	3,117.00	05/28/2026	3374035	VLV VAULT, BARL RISR, FL CTR F
		137110	1,942.00	05/28/2026	3374036	48,60,72TG, EZ STCIK
		137110	226.67	05/28/2026	3374037	BARREL RISER
	WELCH BROS INC Total		<u>6,704.00</u>			
2512	WHOLESALE DIRECT INC					
			39.98	05/28/2026	000278352	ROTATING LIGHT
	WHOLESALE DIRECT INC Total		<u>39.98</u>			
2523	WILTSE GREENHOUSE LANDSCAPING					
		137260	1,475.00	05/28/2026	7714	LANDSCAPING SVCS FY 2027
	WILTSE GREENHOUSE LANDSCAPING Total		<u>1,475.00</u>			
2545	GRAINGER INC					
		137409	203.85	05/28/2026	9915377627	HAND RATCHET INSECT SPRAY
	GRAINGER INC Total		<u>203.85</u>			
2637	ILLINOIS DEPT OF REVENUE					
			1,406.24	05/29/2026	ILST260529083327CA	Illinois State Tax
			2,847.79	05/29/2026	ILST260529083327CD	Illinois State Tax
			336.70	05/29/2026	ILST260529083327ED	Illinois State Tax
			12,914.06	05/29/2026	ILST260529083327FD	Illinois State Tax
			2,503.86	05/29/2026	ILST260529083327FN	Illinois State Tax
			1,129.43	05/29/2026	ILST260529083327HR	Illinois State Tax
			2,645.49	05/29/2026	ILST260529083327IT	Illinois State Tax
			14,520.97	05/29/2026	ILST260529083327PD	Illinois State Tax
			21,362.20	05/29/2026	ILST260529083327PW	Illinois State Tax
	ILLINOIS DEPT OF REVENUE Total		<u>59,666.74</u>			
2638	INTERNAL REVENUE SERVICE					
			1,937.48	05/29/2026	FICA260529083327CA	FICA Employee
			3,819.52	05/29/2026	FICA260529083327CD	FICA Employee
			422.41	05/29/2026	FICA260529083327ED	FICA Employee
			1,206.58	05/29/2026	FICA260529083327FD	FICA Employee
			3,349.26	05/29/2026	FICA260529083327FN	FICA Employee
			1,604.94	05/29/2026	FICA260529083327HR	FICA Employee

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			3,800.51	05/29/2026	FICA260529083327IT	FICA Employee
			3,672.80	05/29/2026	FICA260529083327PD	FICA Employee
			28,670.61	05/29/2026	FICA260529083327PV	FICA Employee
			1,937.48	05/29/2026	FICE260529083327CA	FICA Employer
			3,819.52	05/29/2026	FICE260529083327CD	FICA Employer
			422.41	05/29/2026	FICE260529083327ED	FICA Employer
			1,202.98	05/29/2026	FICE260529083327FD	FICA Employer
			3,349.26	05/29/2026	FICE260529083327FN	FICA Employer
			1,604.94	05/29/2026	FICE260529083327HR	FICA Employer
			3,793.81	05/29/2026	FICE260529083327IT	FICA Employer
			3,678.88	05/29/2026	FICE260529083327PD	FICA Employer
			28,674.83	05/29/2026	FICE260529083327PV	FICA Employer
			3,551.43	05/29/2026	FIT 260529083327CA	Federal Withholding Tax
			7,115.71	05/29/2026	FIT 260529083327CD	Federal Withholding Tax
			1,209.35	05/29/2026	FIT 260529083327ED	Federal Withholding Tax
			34,325.77	05/29/2026	FIT 260529083327FD	Federal Withholding Tax
			6,128.70	05/29/2026	FIT 260529083327FN	Federal Withholding Tax
			3,245.75	05/29/2026	FIT 260529083327HR	Federal Withholding Tax
			6,484.53	05/29/2026	FIT 260529083327IT	Federal Withholding Tax
			32,278.55	05/29/2026	FIT 260529083327PD	Federal Withholding Tax
			52,189.92	05/29/2026	FIT 260529083327PW	Federal Withholding Tax
			453.12	05/29/2026	MEDE260529083327C	Medicare Employee
			893.25	05/29/2026	MEDE260529083327C	Medicare Employee
			98.79	05/29/2026	MEDE260529083327E	Medicare Employee
			4,299.89	05/29/2026	MEDE260529083327FI	Medicare Employee
			783.29	05/29/2026	MEDE260529083327FI	Medicare Employee
			375.34	05/29/2026	MEDE260529083327H	Medicare Employee
			888.84	05/29/2026	MEDE260529083327IT	Medicare Employee
			4,976.23	05/29/2026	MEDE260529083327PI	Medicare Employee
			6,705.20	05/29/2026	MEDE260529083327P'	Medicare Employee
			453.12	05/29/2026	MEDR260529083327C	Medicare Employer
			893.25	05/29/2026	MEDR260529083327C	Medicare Employer
			98.79	05/29/2026	MEDR260529083327E	Medicare Employer
			4,299.02	05/29/2026	MEDR260529083327FI	Medicare Employer
			783.29	05/29/2026	MEDR260529083327FI	Medicare Employer
			375.34	05/29/2026	MEDR260529083327H	Medicare Employer
			887.28	05/29/2026	MEDR260529083327IT	Medicare Employer
			4,977.67	05/29/2026	MEDR260529083327P	Medicare Employer

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
			6,706.19	05/29/2026	MEDR260529083327P	Medicare Employer
	INTERNAL REVENUE SERVICE Total		<u>282,445.83</u>			
2639	STATE DISBURSEMENT UNIT					
			636.23	05/29/2026	0000002962605290833	IL Child Support Amount 1
			1,555.35	05/29/2026	0000003742605290833	IL Child Support Amount 1
			369.23	05/29/2026	0000004862605290833	IL Child Support Amount 1
			1,435.85	05/29/2026	0000008372605290833	IL Child Support Amount 1
			596.30	05/29/2026	0000012442605290833	IL Child Support Amount 1
			71.53	05/29/2026	0000014032605290833	IL Child Support Amount 1
			640.15	05/29/2026	0000014122605290833	IL Child Support Amount 1
			499.84	05/29/2026	0000015272605290833	IL Child Support Amount 1
			383.10	05/29/2026	0000015742605290833	IL Child Support Amount 1
	STATE DISBURSEMENT UNIT Total		<u>6,187.58</u>			
2644	IMRF					
			7,196.35	06/07/2026	060226	IMRF SLEP MAY
			356,377.25	06/07/2026	060726	IMRF PAYROLL MAY
	IMRF Total		<u>363,573.60</u>			
2652	JPMORGAN CHASE BANK NA					
			3,168.68	05/27/2026	052526AR	MAY CREDIT CARD
			312.22	05/27/2026	052526BH	MAY CREDIT CARD
			1,614.00	05/27/2026	052526DB	MAY CREDIT CARD
			1,368.00	05/27/2026	052526DC	MAY CREDIT CARD
			172.39	05/27/2026	052526DL	MAY CREDIT CARD
			3,155.38	05/27/2026	052526HM	MAY CREDIT CARD
			400.00	05/27/2026	052526HM-FY26	APRIL CREDIT CARD
			1,364.28	05/27/2026	052526JM	MAY CREDIT CARD
			1,733.46	05/27/2026	052526JP	MAY CREDIT CARD
			184.99	05/27/2026	052526JP-FY26	APRIL CREDIT CARD
			613.00	05/27/2026	052526KD	MAY CREDIT CARD
			2,125.63	05/27/2026	052526KD-FY26	APRIL CREDIT CARD
			598.22	05/27/2026	052526LG	MAY CREDIT CARD
			589.69	05/27/2026	052526PS	MAY CREDIT CARD
			1,159.40	05/27/2026	052526PS-FY26	APRIL CREDIT CARD
			394.41	05/27/2026	052526RC	MAY CREDIT CARD
			264.00	05/27/2026	052526RC-FY26	APRIL CREDIT CARD
			1,449.36	05/27/2026	052526RCLARK	

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
			1,217.61	05/27/2026	052526RCOLBY-FY26	APRIL CREDIT CARD
			4,453.85	05/27/2026	052526SW	MAY CREDIT CARD
			1,528.52	05/27/2026	052526SW-FY26	APRIL CREDIT CARD
			696.99	05/27/2026	052526TC	MAY CREDIT CARD
	JPMORGAN CHASE BANK NA Total		<u>28,564.08</u>			
2659	UTILITY SUPPLY & CONSTRUCTION					
		137318	456.67	05/28/2026	56974174	PANTS DR M4 DURA LASSEN 34
		137287	368.64	05/28/2026	56974175	PANTS 36X30, PANTS 34X32
	UTILITY SUPPLY & CONSTRUCTION Total		<u>825.31</u>			
2664	FOX VALLEY BUICK GMC INC					
			71,096.32	05/28/2026	051826	SALES TX INCENT 3/1/25-2/26
	FOX VALLEY BUICK GMC INC Total		<u>71,096.32</u>			
2888	BRAD WILTON					
			40.00	05/28/2026	052626BMILTON	REIMB PARAMEDIC LIC REN-WI
	BRAD WILTON Total		<u>40.00</u>			
2956	LAI LLC					
		137438	2,684.84	05/28/2026	26-63726	body sewage combo air valve
	LAI LLC Total		<u>2,684.84</u>			
2990	HAWKINS INC					
		126	7,533.60	05/28/2026	7351900	ALUMINIUM SULFATE LIQUID
	HAWKINS INC Total		<u>7,533.60</u>			
3010	PLOTE CONSTRUCTION INC					
		140	4,243.04	05/28/2026	262309	n50 d surface 81bit746
		140	780.00	05/28/2026	262500	N50 D SURFACE
	PLOTE CONSTRUCTION INC Total		<u>5,023.04</u>			
3099	MIDWEST SALT LLC					
		135	3,534.30	05/28/2026	459735	MVP CIND CRS SOLAR 991
	MIDWEST SALT LLC Total		<u>3,534.30</u>			
3102	RUSH PARTS CENTERS OF ILLINOIS					
		137457	3,854.12	05/28/2026	3046219942	SCREW, HEX,CATALYST
	RUSH PARTS CENTERS OF ILLINOIS Total		<u>3,854.12</u>			
3106	CIVILTECH ENGINEERING INC					

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
		135398	528.33	05/28/2026	57216	MASTER ENGINEERING
	CIVILTECH ENGINEERING INC Total		<u>528.33</u>			
3147	DUPAGE TOPSOIL INC					
		133298	1,140.00	05/28/2026	060509	TOPSOIL
	DUPAGE TOPSOIL INC Total		<u>1,140.00</u>			
3203	OUTDOOR HOME SERVICES LLC					
		136664	1,476.41	05/28/2026	223835778	WEST SIDE PLANT TREATMENT
	OUTDOOR HOME SERVICES LLC Total		<u>1,476.41</u>			
3280	PLANET DEPOS LLC					
		137391	1,435.40	05/28/2026	850582	TRANSCRIPT SERVICES
	PLANET DEPOS LLC Total		<u>1,435.40</u>			
3317	TEREX USA LLC					
		137205	754.78	05/28/2026	5007021074	BRONCO SEAT W/SLIDES,FREI
	TEREX USA LLC Total		<u>754.78</u>			
3393	ADAM SZALKOWSKI					
			220.00	05/28/2026	051826ASZALKOWSKI	ASE EXAM- ADAM SZALKOWSK
			90.00	05/28/2026	052126ASZALKOWSKI	SZALKOWSKI-EVT CERTIFICATI
	ADAM SZALKOWSKI Total		<u>310.00</u>			
3473	ATLAS COPCO COMPRESSORS LLC					
			1,636.50	05/28/2026	1126049828	REPAIR ZA110VCA/B-1306
	ATLAS COPCO COMPRESSORS LLC Total		<u>1,636.50</u>			
3526	PATSON INC					
		137461	101.24	05/28/2026	X106012463:01	LATCH-HOOD
	PATSON INC Total		<u>101.24</u>			
3536	Ryan Gleason					
		137176	1,014.30	05/28/2026	LDR6301-GLEASON	REIMB TUITION-GLEASON
	Ryan Gleason Total		<u>1,014.30</u>			
3560	3E COMPANY ENVIRONMENTAL					
		137367	3,043.59	05/28/2026	INV-US-125402	3E PROTECT SDS/CHEM COMP
	3E COMPANY ENVIRONMENTAL Total		<u>3,043.59</u>			
3616	SHERWIN INDUSTRIES INC					

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
		137257	446.40	05/28/2026	SS111289	DV YELLOW PAINT
	SHERWIN INDUSTRIES INC Total		446.40			
3766	PROVEN BUSINESS SYSTEMS					
			188.85	05/28/2026	1456447	STAPLE REFILL- RETURNED
			-188.85	05/28/2026	83189	STAPLE REFILL-ORG INV 14564
	PROVEN BUSINESS SYSTEMS Total		0.00			
3786	EMPLOYEE BENEFITS CORPORATION					
		137221	247.65	05/28/2026	5423043	MAY '26 SVC BESTFLEX PLAN
	EMPLOYEE BENEFITS CORPORATION Total		247.65			
3799	LRS HOLDINGS LLC					
		134989	2,981.94	05/28/2026	LR6739537	1ST ST AND WALNUT APRIL
		137151	11,129.65	05/28/2026	PS704382	SWEEPING
	LRS HOLDINGS LLC Total		14,111.59			
3805	EMPLOYEE BENEFITS CORP - ACH					
			14,915.49	05/31/2026	C98632-202605	FLEXIBLE SPENDING CLAIMS
	EMPLOYEE BENEFITS CORP - ACH Total		14,915.49			
3806	HARD ROCK CONCRETE CUTTERS INC					
		137462	918.00	05/28/2026	216308	SIESEL SAWING
	HARD ROCK CONCRETE CUTTERS INC Total		918.00			
3858	IHC CONSTRUCTION COMPANIES LLC					
		137029	16,915.75	05/28/2026	126807	DUNHAM RD SANITARY REPAIR
	IHC CONSTRUCTION COMPANIES LLC Total		16,915.75			
3882	CORE & MAIN LP					
		134876	88.48	05/28/2026	Y893976	3 INVOICES Y698420/Y725921
		137185	470.50	05/28/2026	Z006199	DRAIN PLUNGER
	CORE & MAIN LP Total		558.98			
3968	TRANSAMERICA CORPORATION					
			5,670.11	05/29/2026	RHFP260529083327PI	Retiree Healthcare Funding Pla
			1,592.10	05/29/2026	S115260529083327FD	Sect 115 Retiree Health Plan
	TRANSAMERICA CORPORATION Total		7,262.21			
4001	TRYAD SOLUTIONS					
			2,675.00	05/28/2026	10326	2025 POLICE ANNUAL REPORT

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
			3,800.00	05/28/2026	11226	2025 FIRE ANNUAL REPORT
	TRYAD SOLUTIONS Total		<u>6,475.00</u>			
4033	J & F CONCRETE LIFTING CORP					
		137190	15,146.25	05/28/2026	2294	CONCRETE LIFTING
	J & F CONCRETE LIFTING CORP Total		<u>15,146.25</u>			
4074	AMAZON CAPITAL SERVICES INC					
		137495	178.26	05/28/2026	1167-RYW4-R7YL	PISTOL GRIP GREASE GUN
		137358	377.49	05/28/2026	169R-449F-LDPX	HOT SHOTS ELIMINATOR
		137358	227.05	05/28/2026	1C7K-7L4D-4XVT	HOT SHOT STICTION ELIMINAT
		137498	19.99	05/28/2026	1CY7-JDTR-PYT4	CALCULATOR 6 PACK
		137415	16.94	05/28/2026	1DWT-XNFT-YM6G	CREAMER
		137358	227.05	05/28/2026	1DXL-MGC4-6FGT	HOT SHOTS STICTION ELIMINA
		137524	179.99	05/28/2026	1JMN-H37L-KJCY	GATOR FRAMEWORKS STAND/
		137279	32.58	05/28/2026	1JW1-KRPK-3Q39	PENS,USB CAR READER
		137444	42.79	05/28/2026	1K11-73KV-CG73	NEW WIRE STRIPER
		137503	57.77	05/28/2026	1LFF-3HMX-QQYQ	RAIN BIRD POP UP SPRINKLER
		137512	67.98	05/28/2026	1LM6-FM1X-GYWJ	LOGITECH WIRED HEADSET
		137389	86.23	05/28/2026	1MK3-QQL7-NCQW	CREAMER,COFFEE, HYDRATIO
		137489	886.52	05/28/2026	1P7H-9WV4-QVNX	TOOLS,AQUAFLUS,CLEANER
		137441	39.89	05/28/2026	1P7R-N3DH-69JL	BULLETIN BOARD
			99.90	05/28/2026	1PLP-JRT7-6TH9	CREDITS RECEIVED
		133431	8.95	05/28/2026	1PWV-H441-6JJ1	COFFEE SUPP[LIES
		137500	132.99	05/28/2026	1QXY-CD7X-TXTC	MANASTIN WTR COOLER DISPI
		137437	191.73	05/28/2026	1RHF-GR7Y-GK4W	CAPRI TOOLS 1/2,7/8,SUNEX,RI
		137230	19.98	05/28/2026	1RVV-Q9GN-GCQ9	ROCKER SWITCH
		137200	195.54	05/28/2026	1T6F-QTHT-6PCF	COFFEE SUPPLIES
		137230	39.99	05/28/2026	1W9W-GPQH-9TYG	KONRALI 6PCS LED TAIL LIGHT
	AMAZON CAPITAL SERVICES INC Total		<u>3,129.61</u>			
4121	HSA BANK					
			106.00	05/28/2026	W695786	HSA SERVICE FEE
	HSA BANK Total		<u>106.00</u>			
4174	UNIFIRST CORPORATION					
		137255	157.18	05/28/2026	1320317115	WEEKLY UNIFORMS CLEANING
	UNIFIRST CORPORATION Total		<u>157.18</u>			
4352	ZORO TOOLS INC					

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
		136941	39.88	05/28/2026	INV19012947	METAL HOLE SAW
		137407	1,304.10	05/28/2026	INV19038387	DISPOSABLE GLOVES
	ZORO TOOLS INC Total		<u>1,343.98</u>			
4377	MACQUEEN EQUIPMENT LLC					
		137225	763.69	05/28/2026	P39015	AUTO PUMP AC
	MACQUEEN EQUIPMENT LLC Total		<u>763.69</u>			
4391	METRONET HOLDINGS LLC					
			1,669.95	05/28/2026	1497261/052226	MONTHLY BILLING FOR PD
	METRONET HOLDINGS LLC Total		<u>1,669.95</u>			
4456	FEHR GRAHAM & ASSOCIATES LLC					
		134637	2,958.50	05/28/2026	139388	SOUTH 4TH PLACE WATERMAIN
		134651	2,405.00	05/28/2026	139389	8TH STREET WATER MAIN
		134634	6,118.25	05/28/2026	139390	W MAIN ST WATER MAIN
		134635	9,223.25	05/28/2026	139392	SOUTHGATE WATER MAIN
			2,868.75	05/28/2026	139393	INDIANA ST AND 3RD WATER
		136765	1,163.75	05/28/2026	139394	STORM SEWER REPLACEMENT
		136672	15,132.75	05/28/2026	139395	RESERVOIR 3/4 REHAB
		136911	4,000.00	05/28/2026	139396	PUBLIC EDUCATION MATERIAL
		126156	1,110.25	05/28/2026	139746A	EASTERN INTERCEPTOR PHAS
		127012	686.00	05/28/2026	139746B	6TH AND STATE/MARK WM REF
		127019	1,366.25	05/28/2026	139746C	DIVISION AND BEATRICE WATE
		127058	651.50	05/28/2026	139746D	7TH AND ELM SANITARY SEWE
		134025	11,137.50	05/28/2026	139747	LSLR COMP PLAN UPDATES
	FEHR GRAHAM & ASSOCIATES LLC Total		<u>58,821.75</u>			
4473	BRAD MANNING FORD INC					
		137405	680.00	05/28/2026	335426	KIT AND ROTORS
		137405	139.76	05/28/2026	335446	KIT B L1MZ-2200-F
			-139.76	05/28/2026	CM335426	KIT B RETURN PO 137405
	BRAD MANNING FORD INC Total		<u>680.00</u>			
4474	MEREDITH WATER COMPANY					
		137379	80.00	05/28/2026	0832272	SI RENTAL SVC 5/1-6/6/26
	MEREDITH WATER COMPANY Total		<u>80.00</u>			
4632	LAKESIDE INTERNATIONAL LLC					
		137263	433.64	05/28/2026	7314454P	WHELEN, LINZ6

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
		137263	222.30	05/28/2026	7315027P	VALVE,DRAIN
		137420	136.00	05/28/2026	7315033P	FLEET RITE WINDS
		137434	894.40	05/28/2026	7315123P	FLEETRITE BRAKE,BRAKE SHC
	LAKESIDE INTERNATIONAL LLC Total		<u>1,686.34</u>			
4657	THE HAIRY ANT INC					
		137244	884.00	05/28/2026	11691	T-SHIRTS
			40.00	05/28/2026	6076	EMBROIDERY SUPPLIED JACKI
	THE HAIRY ANT INC Total		<u>924.00</u>			
4674	HYDROAIRE SERVICE INC					
		136455	8,000.00	05/28/2026	11772	PUMP PENTAIR 1 WELL 8 BOOS
		136456	8,000.00	05/28/2026	11773	1 WELL 8 BSTR D REPAIR 2/19/2
	HYDROAIRE SERVICE INC Total		<u>16,000.00</u>			
4680	PACE ANALYTICAL SERVICES LLC					
		137463	105.00	05/28/2026	267214336	TESTING
		137463	150.00	05/28/2026	267214344	TESTING
		137463	40.00	05/28/2026	267214664	FLUORIDE BY PROBE
	PACE ANALYTICAL SERVICES LLC Total		<u>295.00</u>			
4708	SAMS CLUB					
		137487	264.70	05/27/2026	10423651974	FOLGERS COFFEE
		137280	36.40	05/29/2026	80000035267675	COFFEE MATE LIQUID
		137641	627.72	06/04/2026	800000042536677	INVENTORY ITEMS UTENSILS/F
	SAMS CLUB Total		<u>928.82</u>			
4715	IPBC					
			507,613.21	06/01/2026	060126	MONTHLY IPBC
	IPBC Total		<u>507,613.21</u>			
4738	YELLOWSTONE LANDSCAPE INC					
		137022	72,896.00	05/28/2026	1177022	TREE SPRING INSTALLS 2026
	YELLOWSTONE LANDSCAPE INC Total		<u>72,896.00</u>			
4739	Christopher Overland					
		137178	785.60	05/28/2026	BIO1301OVERLAND	COLLEGE TUITION REIMB-OVEI
	Christopher Overland Total		<u>785.60</u>			
4763	THOMAS ENGINEERING GROUP LLC					

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
		135905	10,852.80	05/28/2026	22984	PROF SVC MST ENG 4/30/26
	THOMAS ENGINEERING GROUP LLC Total		<u>10,852.80</u>			
4783	ST CHARLES PROF FIREFIGHTERS					
			1,907.16	05/29/2026	UNF 260529083327FD	Union Dues - IAFF
	ST CHARLES PROF FIREFIGHTERS Total		<u>1,907.16</u>			
4804	Daniel Kray					
		137177	1,014.30	05/28/2026	HLS5301-KRAY	REIMB TUITION-KRAY
	Daniel Kray Total		<u>1,014.30</u>			
4812	TEKLAB INC					
		133342	455.00	05/28/2026	345744	MAIN AND WEST PLANT TESTIN
		133342	455.00	05/28/2026	345747	MAIN AND WEST PLANT TESTIN
		133342	782.80	05/28/2026	345959	MAIN AND WEST PLANT TESTIN
		133342	450.00	05/28/2026	346547	TESTING
		133342	420.00	05/28/2026	346549	TESTING
	TEKLAB INC Total		<u>2,562.80</u>			
4827	CONCENTRIC INTEGRATION LLC					
		134606	297.50	05/28/2026	0283728	7TH AND DIVISION SCADA
		136438	15,057.50	05/28/2026	0283756	SCADA SERVER UPGRADE
		134609	157.50	05/28/2026	0284588	SCADA SUPPORT
		136438	29,576.41	05/28/2026	0284625	SCADA SERVER INFRASTR UPGI
		134606	1,638.75	05/28/2026	0285086	10th ST PRV INTEGRATION
	CONCENTRIC INTEGRATION LLC Total		<u>46,727.66</u>			
4830	ANTHONY TIMBERS LLC					
		137465	96,207.35	05/28/2026	951	ONE VULN,SEC INC,SIEM HOST
	ANTHONY TIMBERS LLC Total		<u>96,207.35</u>			
4848	NCH CORPORATION					
		137411	2,637.95	05/28/2026	9619688	CERTOP SYNT, OIL.
	NCH CORPORATION Total		<u>2,637.95</u>			
4859	LANDSCAPE MATERIAL					
		136	4,778.69	05/28/2026	106247	HAULING
	LANDSCAPE MATERIAL Total		<u>4,778.69</u>			
4860	STEVE PIPER AND SONS INC					

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
		133660	11,025.00	05/28/2026	26167	FORESTRY MOW
	STEVE PIPER AND SONS INC Total		11,025.00			
4865	OMEGA SERVICES INC		225.00	05/28/2026	1173	WINDOW CLEANING DONE IN F
	OMEGA SERVICES INC Total		225.00			
4870	HD SUPPLY INC					
		137402	259.80	05/28/2026	INV01046905	ROCHELLE SALT SOLUTION
		137458	1,019.76	05/28/2026	INV01050871	HACH POCKET PRO PH/TEMP 1
	HD SUPPLY INC Total		1,279.56			
4879	Brazley McLean					
			294.12	05/28/2026	051826GIO	HOTEL - SPRINGFIELD CONF
	Brazley McLean Total		294.12			
4885	COLLIFLOWER INC					
		137266	347.28	05/28/2026	03004108	CRIMP FTG,ORING
	COLLIFLOWER INC Total		347.28			
4973	CHICAGOLAND PAVING CONTRACTORS					
		136994	39,416.00	05/28/2026	261601-F	PRK LOT H PAVING
	CHICAGOLAND PAVING CONTRACTORS Total		39,416.00			
5005	AMERICAN PIPELINE SOLUTIONS					
		137366	64,500.00	05/28/2026	536	ANNUAL FORCE MAIN CLEANIN
	AMERICAN PIPELINE SOLUTIONS Total		64,500.00			
5013	Garett Guthrie					
			52.04	05/28/2026	052626-GUTHRIE	ISAWWA - REIMB DRINKS
	Garett Guthrie Total		52.04			
5020	GENUINE PARTS COMPANY					
			-162.00	05/28/2026	905048	PRTL CR INV 904998- PO135631
		137421	89.90	05/28/2026	910083	HYDRAULIC / ENGINE FILTER -
		137445	364.80	05/28/2026	910323	WIP TRICO TECH PROF FIT
	GENUINE PARTS COMPANY Total		292.70			
5044	HERITAGE-CRYSTAL CLEAN INC					
		137472	874.70	05/28/2026	19982630	TOP LOAD SPRAY CABINET

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
	HERITAGE-CRYSTAL CLEAN INC Total		<u>874.70</u>			
5052	Marzena Sheets		67.48	05/28/2026	051326MSHEETS	MEIJER/JEWEL REFRES/CAO
	Marzena Sheets Total		<u>67.48</u>			
5073	MIDWEST POWER INDUSTRY INC					
		136504	3,210.00	05/28/2026	2745	VOLT/CBLE RTL 3/31-4/28 2026
	MIDWEST POWER INDUSTRY INC Total		<u>3,210.00</u>			
5116	MANUSOS GENERAL CONTRACTING IN					
		127444	87,840.00	05/28/2026	042026	2024 MAIN WWTF-FIN CLAR RE
	MANUSOS GENERAL CONTRACTING IN Total		<u>87,840.00</u>			
5148	Piotr Las					
			67.50	05/28/2026	052126PLAS	PETER LAS- EVT CERTIFICATIC
	Piotr Las Total		<u>67.50</u>			
5204	Melissa Glock					
			110.00	05/28/2026	052626-GLOCK	ISAWWA-REIMB COFFEE/DONU
	Melissa Glock Total		<u>110.00</u>			
5218	LAMP LAW LLC					
			420.00	05/28/2026	1052	APRIL SERVICES
	LAMP LAW LLC Total		<u>420.00</u>			
5220	FERGUSON US HOLDINGS INC					
		137416	147.36	05/28/2026	0552289	8 MJ GSKT
	FERGUSON US HOLDINGS INC Total		<u>147.36</u>			
5242	SHERMAN MECHANICAL INC					
		136454	3,678.00	05/28/2026	J026595	REPAIR PW GARAGE
		137432	2,378.00	05/28/2026	J026628	DIGESTER BUILDING FAN
			621.00	05/28/2026	W56718	REPAIR EXHAUST FAN
	SHERMAN MECHANICAL INC Total		<u>6,677.00</u>			
5243	ELMHURST CHICAGO STONE HOLDING					
		137	1,416.75	05/28/2026	642859	4000 PSI SL25 AIR
	ELMHURST CHICAGO STONE HOLDING Total		<u>1,416.75</u>			
5264	BAKER TILLY ADVISORY GROUP					

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
		134451	2,857.00	05/28/2026	BT3646047	PROF SVC WTR,ELC, SEWER
	BAKER TILLY ADVISORY GROUP Total		<u>2,857.00</u>			
5297	VITAL RECORDS HOLDINGS LLC		84.93	05/29/2026	5875520	MONTHLY SERVICE
	VITAL RECORDS HOLDINGS LLC Total		<u>84.93</u>			
5345	THE REINALT-THOMAS CORP					
		137388	1,560.00	05/28/2026	5073083717	P255 60 R18 ENFORCER TIRE
	THE REINALT-THOMAS CORP Total		<u>1,560.00</u>			
5370	MES SERVICE COMPANY LLC					
		136956	9,690.00	05/28/2026	IN2505749	TAIL COAT AND PANTS
		136955	14,572.31	05/28/2026	IN2509963	TAIL COAT
	MES SERVICE COMPANY LLC Total		<u>24,262.31</u>			
5376	RAGTOP FIRE HELMET RESTORATION					
		136993	1,018.55	05/28/2026	14853	EXTR MITTS, M,L,XL
		136990	1,019.50	05/28/2026	14854	BUFF FIREFIGHTER HOOD
	RAGTOP FIRE HELMET RESTORATION Total		<u>2,038.05</u>			
5377	VC3 INC					
		136384	1,479.40	05/28/2026	VC3-248985	DATAGURAD 4TB MONTHLY SE
	VC3 INC Total		<u>1,479.40</u>			
999001744	DRH INC CONTROLLED DISBR ACCT					
			10,000.00	05/28/2026	051326DRH	TCO BD REF-202500207
	DRH INC CONTROLLED DISBR ACCT Total		<u>10,000.00</u>			
999001745	GARY COLE DESIGN					
			198.00	05/28/2026	CH0058E2	LET'S TALK STC TABLE THROW
	GARY COLE DESIGN Total		<u>198.00</u>			
		Grand Total:	<u>3,291,957.02</u>			



**City of St. Charles, Illinois
Monthly Treasurer's and Finance Report
FY 2025-26**



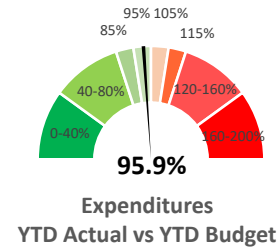
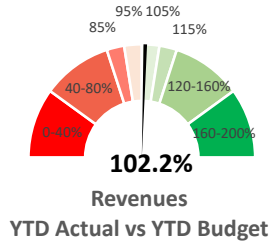
Month of: April 2026

John Harrill

Date

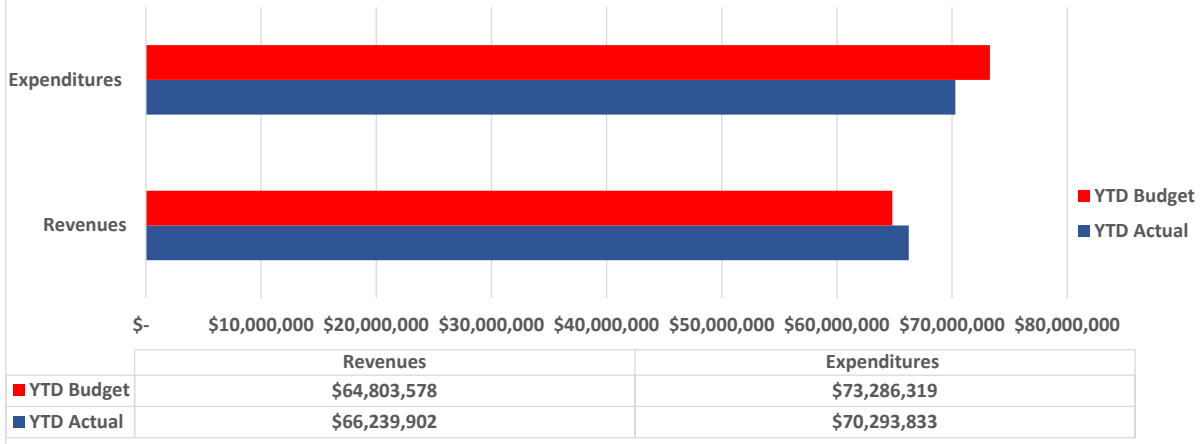
City of St. Charles
Monthly Financial Report / Summary
General Fund Summary

Revenue Type	Total Annual Budget	Current Month Budget	Current Month Actual	% Variance	Year-to-Date Budget	Year-to-Date Actual	YTD Actual vs. Budget
Property Tax	\$ 15,303,141	\$ -	\$ -	#DIV/0!	\$ 15,303,141	\$ 15,250,902	99.7%
Sales & Use Tax	30,238,900	2,137,199	2,407,309	12.6%	30,238,900	31,368,863	103.7%
Other Taxes	11,218,000	680,622	979,083	43.9%	11,218,000	11,079,471	98.8%
Franchise Fees	3,606,500	-	251,467	#DIV/0!	3,606,500	3,439,814	95.4%
Charges for Services	1,098,287	77,681	87,313	12.4%	1,098,287	660,296	60.1%
Other Revenues	3,200,723	215,952	373,282	72.9%	3,200,723	4,296,887	134.2%
Transfers In	138,027	138,027	-	-100.0%	138,027	143,669	0.0%
Total	\$ 64,803,578	\$ 3,249,481	\$ 4,098,454	26.1%	\$ 64,803,578	\$ 66,239,902	102.2%



Expenditure Type	Total Annual Budget	Current Month Budget	Current Month Actual	% Variance	Year-to-Date Budget	Year-to-Date Actual	YTD Actual vs. Budget
Personnel Services	\$ 43,523,328	\$ 2,711,192	\$ 2,779,664	2.5%	\$ 43,523,328	\$ 42,253,143	97.1%
Materials and Supplies	1,659,606	155,661	275,968	77.3%	1,659,606	1,451,850	87.5%
Contractual Services	15,432,859	1,154,075	1,199,201	3.9%	15,432,859	13,884,622	90.0%
Other Operating	1,602,010	-	9,914	#DIV/0!	1,602,010	1,591,552	99.3%
Departmental Allocations	(3,092,088)	(257,674)	(257,674)	0.0%	(3,092,088)	(3,092,088)	100.0%
Capital	85,500	85,500	36,612	0.0%	85,500	84,493	0.0%
Transfers Out	14,075,104	16,666	27,114	62.7%	14,075,104	14,120,261	100.3%
Total	\$ 73,286,319	\$ 3,865,420	\$ 4,070,799	5.3%	\$ 73,286,319	\$ 70,293,833	95.9%
Revenues Over/(Under) Expenditures	\$ (8,482,741)	\$ (615,940)	\$ 27,655		\$ (8,482,741)	\$ (4,053,931)	

General Fund Year-to-Date Budget and Actual



City of St. Charles
Monthly Financial Report / Summary
Other Funds Summary

	Annual	Current Month			Year-to-Date		
	Budget	Budget	Actual	% Variance	Budget	Actual	% Variance
ENTERPRISE FUNDS							
Electric Fund							
Revenues							
User Charges	\$ 62,570,000	\$ 5,214,166	\$ 4,671,253	-10.4%	\$ 62,570,000	\$ 61,904,492	-1.1%
Connection Fees	80,352	6,696	6,001	-10.4%	80,352	78,707	-2.0%
Reimbursement for Projects	5,300,000	441,667	280,937	-36.4%	5,300,000	780,866	-85.3%
Investment Income	2,035,980	169,666	384,962	126.9%	2,035,980	2,050,794	0.7%
Other Revenues	560,290	43,775	75,315	72.1%	560,290	882,825	57.6%
Transfers In	200,000	16,667	27,114	62.7%	200,000	322,673	61.3%
Total Revenues	70,746,622	5,892,637	5,445,582	-7.6%	70,746,622	66,020,357	-6.7%
Expenditures							
Personnel Services	5,161,940	396,897	369,755	-6.8%	5,161,940	4,792,864	-7.1%
Commodities	328,425	27,111	18,382	-32.2%	328,425	217,370	-33.8%
Contractual Services	45,988,874	3,830,692	3,230,113	-15.7%	45,988,874	44,443,332	-3.4%
Other Operating	5,470,390	455,862	549,653	20.6%	5,470,390	5,523,764	1.0%
Capital	8,757,885	-	410,751	#DIV/0!	8,757,885	3,749,704	-57.2%
Debt Service	1,380,825	-	-	#DIV/0!	1,380,825	1,380,827	0.0%
Department Allocations	1,176,288	98,024	98,024	0.0%	1,176,288	1,176,288	0.0%
Total Expenditures	68,264,627	4,808,586	4,676,678	-2.7%	68,264,627	61,284,149	-10.2%
Revenue Over/(Under) Exp	\$ 2,481,995	\$ 1,084,051	\$ 768,904		\$ 2,481,995	\$ 4,736,208	
Water Fund							
Revenues							
User Charges	\$ 10,180,500	\$ 848,375	\$ 746,881	-12.0%	\$ 10,180,500	\$ 10,226,313	0.5%
Connection Fees	325,000	27,083	19,030	-29.7%	325,000	173,122	-46.7%
IEPA Loans	8,929,900	744,158	4,247,856	470.8%	8,929,900	6,321,947	0.0%
Investment Income	120,014	10,001	23,651	136.5%	120,014	157,121	30.9%
Other Revenues	269,300	22,441	18,552	-17.3%	269,300	314,949	17.0%
Transfers In	6,000,000	6,000,000	-	-100.0%	6,000,000	6,206,926	0.0%
Total Revenues	25,824,714	7,652,058	5,055,970	-33.9%	25,824,714	23,400,378	-9.4%
Expenditures							
Personnel Services	2,025,082	155,440	205,929	32.5%	2,025,082	2,290,296	13.1%
Commodities	941,715	78,092	53,250	-31.8%	941,715	958,543	1.8%
Contractual Services	3,111,824	259,282	338,130	30.4%	3,111,824	2,928,818	-5.9%
Other Operating	80,393	6,700	116,921	1645.1%	80,393	241,837	200.8%
Capital	11,733,150	-	3,459,103	#DIV/0!	11,733,150	8,608,320	-26.6%
Debt Service	2,098,384	-	-	#DIV/0!	2,098,384	2,206,477	5.2%
Department Allocations	1,030,750	72,520	72,520	0.0%	1,030,750	870,240	-15.6%
Total Expenditures	21,021,298	572,034	4,245,853	642.2%	21,021,298	18,104,531	-13.9%
Revenue Over/(Under) Exp	\$ 4,803,416	\$ 7,080,024	\$ 810,117		\$ 4,803,416	\$ 5,295,847	
Wastewater Fund							
Revenues							
User Charges	\$ 13,340,000	\$ 1,111,667	\$ 1,122,757	1.0%	\$ 13,340,000	\$ 14,111,394	5.8%
Connection Fees	350,000	29,167	18,260	-37.4%	350,000	232,759	-33.5%
IEPA Loans	8,460,000	705,000	-	-100.0%	8,460,000	-	0.0%
Investment Income	409,206	34,100	95,119	178.9%	409,206	466,485	14.0%
Other Revenues	174,160	14,514	8,108	-44.1%	174,160	197,177	13.2%
Transfers In	-	-	-	#DIV/0!	-	-	0.0%
Total Revenues	22,733,366	1,894,448	1,244,244	-34.3%	22,733,366	15,007,815	-34.0%
Expenditures							
Personnel Services	2,673,177	205,488	179,350	-12.7%	2,673,177	2,150,391	-19.6%
Commodities	751,171	62,065	51,126	-17.6%	751,171	639,837	-14.8%
Contractual Services	2,951,668	233,231	263,575	13.0%	2,951,668	2,880,791	-2.4%
Other Operating	93,647	7,663	(45,958)	-699.7%	93,647	99,264	6.0%
Capital	12,636,600	-	183,475	#DIV/0!	12,636,600	2,484,914	-80.3%
Debt Service	4,956,291	-	-	#DIV/0!	4,956,291	4,947,319	-0.2%
Department Allocations	1,045,560	87,130	87,130	0.0%	1,045,560	1,045,560	0.0%
Total Expenditures	25,108,114	595,577	718,698	20.7%	25,108,114	14,248,076	-43.3%
Revenue Over/(Under) Exp	\$ (2,374,748)	\$ 1,298,871	\$ 525,546		\$ (2,374,748)	\$ 759,739	

City of St. Charles
Monthly Financial Report / Summary
Other Funds Summary

	Annual	Current Month			Year-to-Date		
	Budget	Budget	Actual	% Variance	Budget	Actual	% Variance
Refuse Fund							
Revenues							
User Charges	\$ 620,600	\$ 51,717	\$ 52,912	2.3%	\$ 620,600	\$ 629,737	1.5%
Other Revenues	24,174	2,012	826	-58.9%	24,174	28,476	17.8%
Transfers In	105,000	8,750	-	-100.0%	105,000	105,000	0.0%
Total Revenues	749,774	62,479	53,738	-14.0%	749,774	763,213	1.8%
Expenditures							
Commodities	9,500	792	-	-100.0%	9,500	4,585	-51.7%
Contractual Services	695,558	57,959	5,528	-90.5%	695,558	592,166	-14.9%
Total Expenditures	705,058	58,751	5,528	-90.6%	705,058	596,751	-15.4%
Revenue Over/(Under) Exp	\$ 44,716	\$ 3,728	\$ 48,210		\$ 44,716	\$ 166,462	
TIF 4 - First St. Development Fund							
Revenues	\$ 527,450	145	-	-100.0%	\$ 527,450	\$ 553,239	4.9%
Expenditures	526,870	1,000	-	-100.0%	\$ 526,870	436,871	-17.1%
Revenue Over/(Under) Exp	\$ 580	\$ (855)	\$ -		\$ 580	\$ 116,368	
TIF 5 - St. Charles Manufacturing Fund							
Revenues	\$ 219,800	66	-	-100.0%	\$ 219,800	\$ 233,886	6.4%
Expenditures	-	-	-	#DIV/0!	\$ -	-	0.0%
Revenue Over/(Under) Exp	\$ 219,800	\$ 66	\$ -		\$ 219,800	\$ 233,886	
TIF 7 - Downtown Fund							
Revenues	\$ 1,582,500	6,500	11,209	72.4%	\$ 1,582,500	\$ 1,755,969	11.0%
Expenditures	536,003	-	-	#DIV/0!	\$ 536,003	672,853	25.5%
Revenue Over/(Under) Exp	\$ 1,046,497	\$ 6,500	\$ 11,209		\$ 1,046,497	\$ 1,083,116	
TIF 8 - Pheasant Run Fund							
Revenues	\$ 854,875	375	1,764	370.4%	\$ 854,875	\$ 979,918	14.6%
Expenditures	625,000	51,250	-	-100.0%	\$ 625,000	707,456	0.0%
Revenue Over/(Under) Exp	\$ 229,875	\$ (50,875)	\$ 1,764		\$ 229,875	\$ 272,462	
MOTOR FUEL TAX FUND							
Motor Fuel Tax Fund							
Revenues	\$ 1,568,517	130,710	118,417	-9.4%	\$ 1,568,517	\$ 1,588,882	1.3%
Expenditures	1,524,000	-	-	#DIV/0!	\$ 1,524,000	1,524,000	0.0%
Revenue Over/(Under) Exp	\$ 44,517	\$ 130,710	\$ 118,417		\$ 44,517	\$ 64,882	
CAPITAL PROJECT FUNDS							
Capital Projects Fund							
Revenues							
Home Rule Sales Tax	\$ 4,975,000	415,000	404,203	-2.6%	\$ 4,975,000	\$ 5,260,169	5.7%
Grants	750,000	-	-	#DIV/0!	\$ 750,000	-	0.0%
Video Gaming Revenue	380,000	31,667	40,983	29.4%	\$ 380,000	399,494	5.1%
Transfers In	2,000,000	2,000,000	-	-100.0%	\$ 2,000,000	2,000,000	0.0%
Other	1,136,087	-	(29,925)	#DIV/0!	\$ 1,136,087	1,026,585	-9.6%
Total Revenues	9,241,087	\$ 2,446,667	\$ 415,261	-83.0%	\$ 9,241,087	\$ 8,686,248	-6.0%
Expenditures							
Expenditures	12,620,245	2,000	-	-100.0%	\$ 12,620,245	8,791,542	-30.3%
Total Expenditures	\$ 12,620,245	\$ 2,000	\$ -	-100.0%	\$ 12,620,245	\$ 8,791,542	-30.3%
Revenue Over/(Under) Exp	\$ (3,379,158)	\$ 2,444,667	\$ 415,261		\$ (3,379,158)	\$ (105,294)	

City of St. Charles
Monthly Financial Report / Summary
Other Funds Summary

	Annual Budget	Current Month			Year-to-Date		
		Budget	Actual	% Variance	Budget	Actual	% Variance
First Street Plaza							
Revenues	\$ 3,000	\$ 250	\$ -	-100.0%	\$ 3,000	\$ 19,101	100.0%
Expenditures	\$ 338,027	\$ -	\$ -	#DIV/0!	\$ 338,027	354,531	4.9%
Revenue Over/(Under) Exp	\$ (335,027)	\$ 250	\$ -		\$ (335,027)	\$ (335,430)	

REPLACEMENT FUND

Equipment Replacement							
Revenues	\$ 895,612	\$ 515,045	\$ -	-100.0%	\$ 895,612	\$ 894,425	-0.1%
Expenditures	246,282	-	-	#DIV/0!	246,282	202,436	-17.8%
Revenue Over/(Under) Exp	\$ 649,330	\$ 515,045	\$ -		\$ 649,330	\$ 691,989	

DEBT SERVICE FUNDS

Debt Service							
Revenues							
Sales & Use Tax	\$ -	\$ -	\$ -	#DIV/0!	\$ -	\$ -	0.0%
Other Revenues	-	-	-	#DIV/0!	-	-	#DIV/0!
Transfers In	6,682,366	-	-	#DIV/0!	6,682,366	6,682,368	0.0%
Total Revenues	6,682,366	-	-		6,682,366	6,682,368	
Expenditures							
Contractual Services	-	-	-		-	-	0.0%
Debt Service	6,682,366	\$ -	\$ -	#DIV/0!	\$ 6,682,366	6,682,366	0.0%
Transfers Out	-	\$ -	\$ -	#DIV/0!	\$ -	-	0.0%
Total Expenditures	6,682,366	-	-		6,682,366	6,682,366	
Revenue Over/(Under) Exp	\$ -	\$ -	\$ -		\$ -	\$ 2	

INTERNAL SERVICE FUNDS

Inventory							
Revenues	\$ 4,931,862	\$ 410,904	\$ 224,227	-45.4%	\$ 4,931,862	\$ 5,121,461	3.8%
Expenditures	4,515,063	\$ 374,022	\$ 186,360	-50.2%	\$ 4,515,063	4,520,115	0.1%
Revenue Over/(Under) Exp	\$ 416,799	\$ 36,882	\$ 37,867		\$ 416,799	\$ 601,346	

Garage and Fleet Services

Revenues	\$ 3,337,218	\$ 153,100	\$ 196,481	28.3%	\$ 3,337,218	\$ 3,441,786	3.1%
Expenditures	2,832,267	\$ 120,168	\$ 171,580	42.8%	\$ 2,832,267	2,417,824	-14.6%
Revenue Over/(Under) Exp	\$ 504,951	\$ 32,932	\$ 24,901		\$ 504,951	\$ 1,023,962	

Workers Compensation & Liability

Revenues	\$ 969,477	\$ 18,290	\$ 42,330	131.4%	\$ 969,477	\$ 908,510	-6.3%
Expenditures	1,366,291	\$ 113,858	\$ 257,362	126.0%	\$ 1,366,291	1,301,821	-4.7%
Revenue Over/(Under) Exp	\$ (396,814)	\$ (95,568)	\$ (215,032)		\$ (396,814)	\$ (393,311)	

Communications

Revenues	\$ 404,686	\$ 15,477	\$ 110,103	611.4%	\$ 404,686	\$ 476,767	17.8%
Expenditures	372,796	\$ 20,938	\$ 17,140	-18.1%	\$ 372,796	153,721	-58.8%
Revenue Over/(Under) Exp	\$ 31,890	\$ (5,461)	\$ 92,963		\$ 31,890	\$ 323,046	

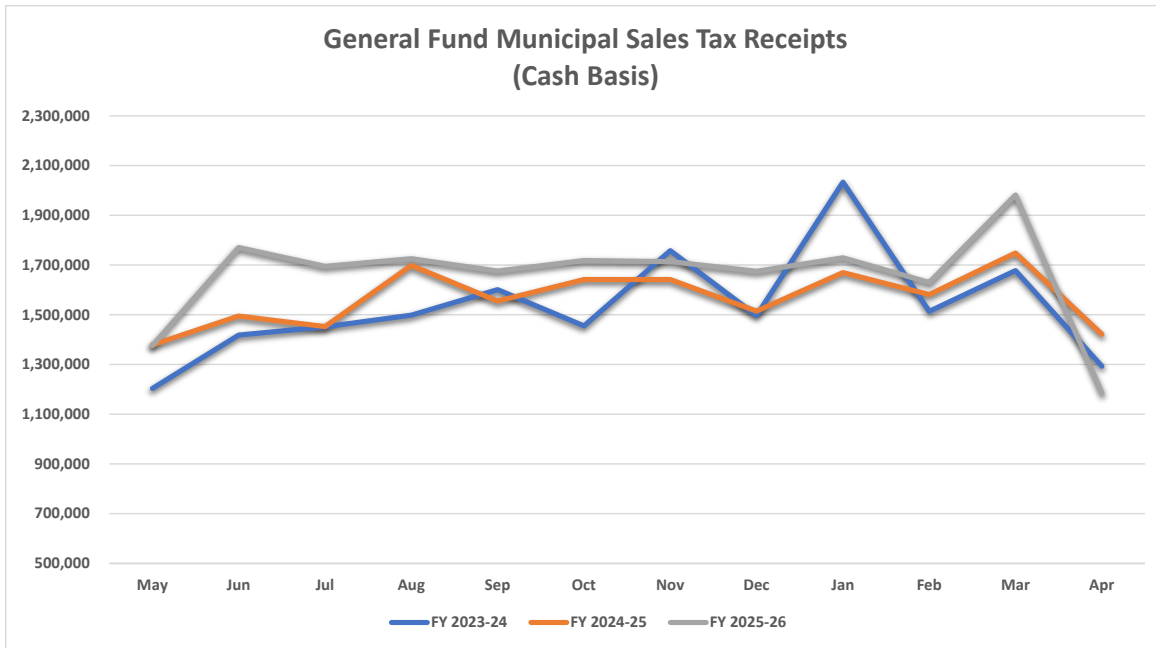
City of St. Charles
Monthly Financial Report / General Fund Revenue
Municipal 1% Sales Tax Revenue

FY 2025-26 Budget:

\$ 18,900,000

Percentage of General Fund Revenues:

29.2%



Liability	Disbursement	Actual FY 2023-24	Actual FY 2024-25	Percent Change	Actual FY 2025-26	Percent Change	Budget FY 2025-26	Budget Variance	Percent Variance
February	May	1,203,717	1,379,042	14.6%	1,376,055	-0.2%	1,191,303	184,752	15.5%
March	June	1,418,136	1,495,403	5.4%	1,770,916	18.4%	1,418,013	352,903	24.9%
April	July	1,452,005	1,452,893	0.1%	1,695,034	16.7%	1,453,823	241,211	16.6%
May	August	1,498,175	1,698,358	13.4%	1,725,456	1.6%	1,465,016	260,440	17.8%
June	September	1,601,642	1,555,582	-2.9%	1,676,233	7.8%	1,572,326	103,907	6.6%
July	October	1,455,684	1,642,196	12.8%	1,718,430	4.6%	1,446,285	272,145	18.8%
August	November	1,758,497	1,641,498	-6.7%	1,713,877	4.4%	1,591,100	122,777	7.7%
September	December	1,496,776	1,514,659	1.2%	1,675,534	10.6%	2,260,557	(585,023)	-25.9%
October	January	2,033,685	1,669,593	-17.9%	1,728,859	3.5%	2,029,362	(300,503)	-14.8%
November	February	1,513,968	1,581,519	4.5%	1,629,717	3.0%	1,472,738	156,979	10.7%
December	March	1,677,476	1,748,501	4.2%	1,981,864	13.3%	1,632,512	349,352	21.4%
January	April	1,292,858	1,422,162	10.0%	1,185,053	-16.7%	1,366,965	(181,912)	-13.3%
	Total	18,402,620	18,801,406		19,877,028		18,900,000		

Note: The amounts above include the sales tax revenue pledged to pay the principal and interest due on the Series 2016 Senior Lien Limited Sales Tax Refunding Bonds. The State of Illinois ended its 1% grocery tax effective January 1, 2026. The City passed an ordinance in July 2025 to make a 1% grocery tax effective January 1, 2026. April represents the first month the City received the 1% grocery tax distribution since the state began collecting the tax on behalf of the City January 1, 2026. April 2026 1% grocery tax disbursement is not included in the amount depicted

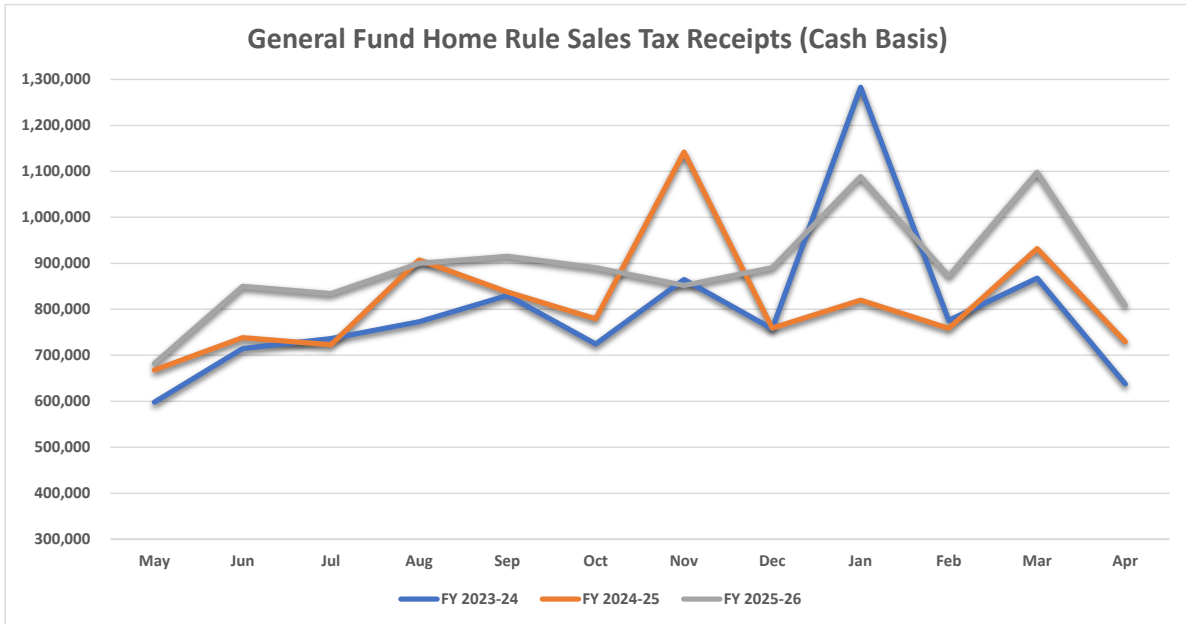
City of St. Charles
Monthly Financial Report / General Fund Revenue
Home Rule 1% Sales Tax Revenue

FY 2025-26 Budget:

\$ 9,950,000

Percentage of General Fund Revenues:

15.4%



<u>Liability</u>	<u>Disbursement</u>	<u>Actual</u> FY 2023-24	<u>Actual</u> FY 2024-25	<u>Percent</u> <u>Change</u>	<u>Actual</u> FY 2025-26	<u>Percent</u> <u>Change</u>	<u>Budget</u> FY 2025-26	<u>Budget</u> <u>Variance</u>	<u>Percent</u> <u>Variance</u>
February	May	597,974	667,945	11.7%	682,185	2.1%	590,568	91,617	15.5%
March	June	714,443	738,350	3.3%	849,891	15.1%	714,507	135,384	18.9%
April	July	736,280	722,868	-1.8%	834,134	15.4%	737,744	96,390	13.1%
May	August	772,924	907,196	17.4%	900,084	-0.8%	754,908	145,176	19.2%
June	September	830,076	837,638	0.9%	915,359	9.3%	815,536	99,823	12.2%
July	October	724,392	779,182	7.6%	890,594	14.3%	708,762	181,832	25.7%
August	November	864,991	1,142,001	32.0%	852,043	-25.4%	874,952	(22,909)	-2.6%
September	December	757,388	758,918	0.2%	890,279	17.3%	1,173,722	(283,443)	-24.1%
October	January	1,282,893	819,998	-36.1%	1,088,628	32.8%	1,302,138	(213,510)	-16.4%
November	February	775,852	758,692	-2.2%	872,399	15.0%	753,432	118,967	15.8%
December	March	867,765	931,838	7.4%	1,098,071	17.8%	845,477	252,594	29.9%
January	April	637,374	729,539	14.5%	808,407	10.8%	678,253	130,154	19.2%
	Total	9,562,353	9,794,165		10,682,074		9,950,000		

Notes:

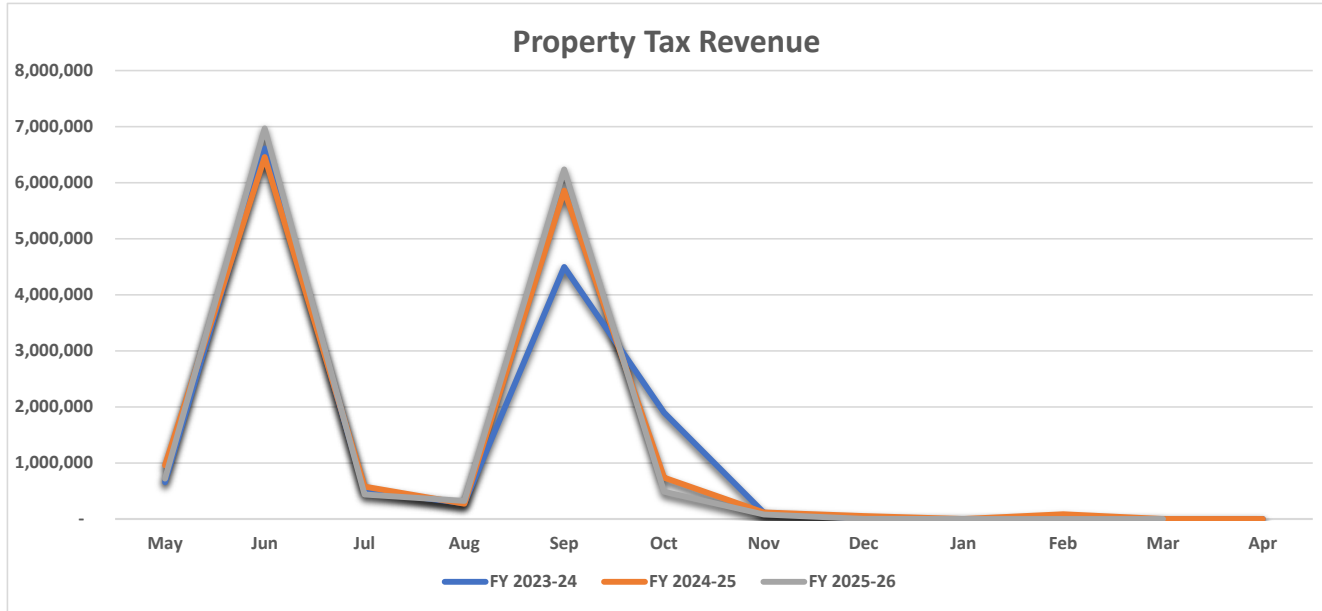
The 1% home rule sales tax is not applicable to sales of food prepared for immediate consumption, drugs and titled vehicles

The amounts above include the sales tax revenue pledged to pay the principal and interest due on the Series 2016 Senior Lien Limited Sales Tax Revenue Refunding Bonds

City of St. Charles
Monthly Financial Report / General Fund Revenue
Property Taxes

FY 2025-26 Budget: \$ 15,303,141

Percentage of General Fund Revenues: 23.6%



<u>Disbursement</u>	<u>Actual</u> <u>FY 2023-24</u>	<u>Actual</u> <u>FY 2024-25</u>	<u>Percent</u> <u>Change</u>	<u>Actual</u> <u>FY 2025-26</u>	<u>Percent</u> <u>Change</u>	<u>Budget</u> <u>FY 2025-26</u>	<u>Budget</u> <u>Variance</u>	<u>Percent</u> <u>Variance</u>
May	654,988	956,928	46.1%	718,460	-24.9%	913,009	(194,549)	-21.3%
June	6,611,985	6,457,516	-2.3%	6,968,479	7.9%	6,632,428	336,051	5.1%
July	507,889	578,495	13.9%	435,182	-24.8%	587,547	(152,365)	-25.9%
August	281,190	273,877	-2.6%	321,533	17.4%	275,529	46,004	16.7%
September	4,494,281	5,857,652	30.3%	6,238,828	6.5%	5,958,415	280,413	4.7%
October	1,898,613	735,812	-61.2%	488,061	-33.7%	749,540	(261,479)	-34.9%
November	111,091	116,075	4.5%	78,892	-32.0%	114,711	(35,819)	-31.2%
December	2,489	51,948	100.0%	1,467	-97.2%	71,962	(70,495)	-98.0%
January	-	-	0.0%	-	#DIV/0!	-	-	#DIV/0!
February	-	84,935	0.0%	-	-100.0%	-	-	#DIV/0!
March	16	-	100.0%	-	#DIV/0!	-	-	#DIV/0!
April	-	-	0.0%	-	-	-	-	#DIV/0!
	14,562,542	15,113,238		15,250,902		15,303,141	(52,239)	

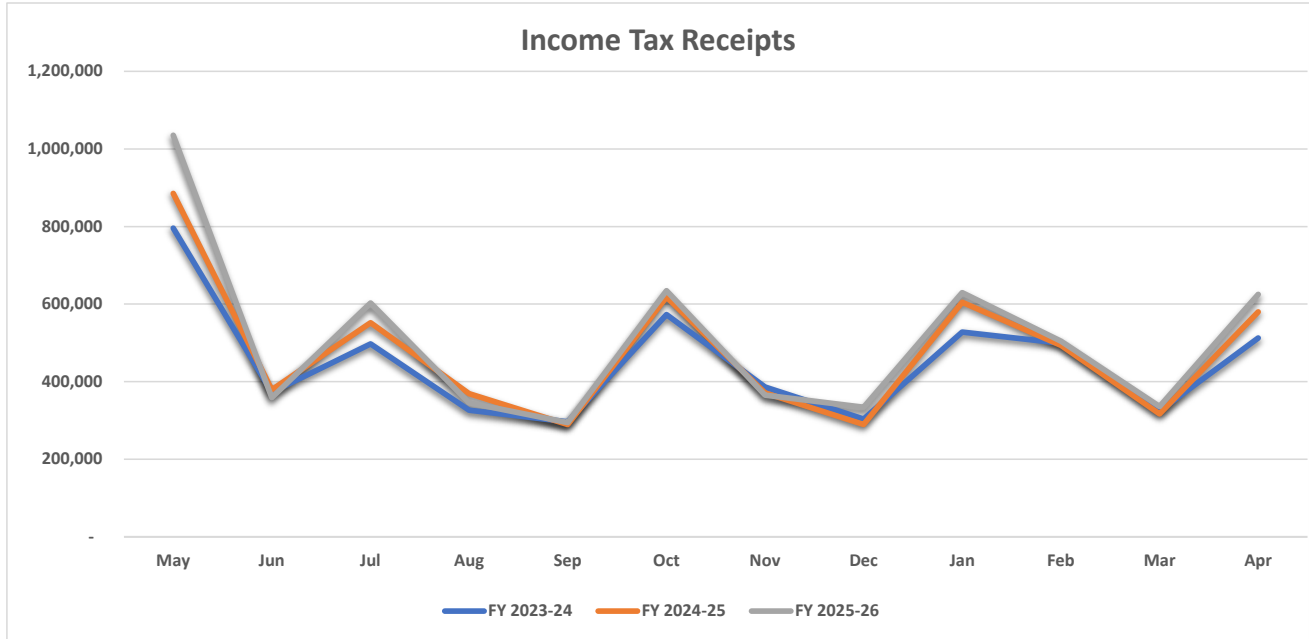
City of St. Charles
Monthly Financial Report / General Fund Revenue
State Shared Income Tax Revenue

FY 2025-26 Budget:

\$ 5,961,000

Percentage of General Fund Revenues:

9.2%

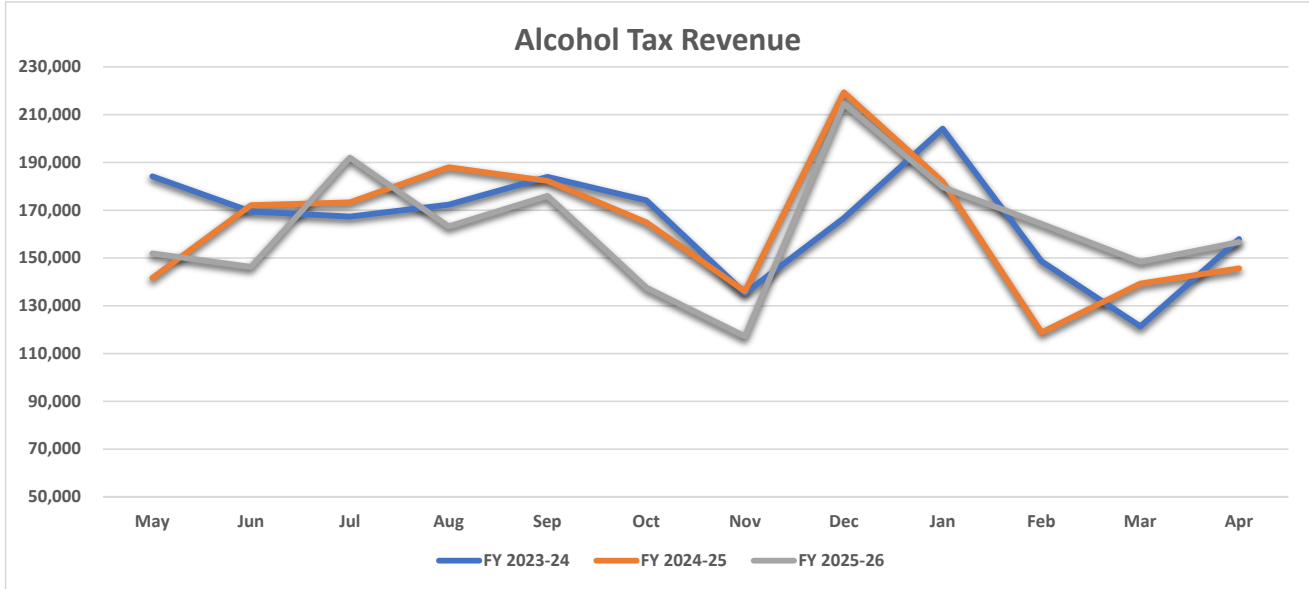


Disbursement	Actual FY 2023-24	Actual FY 2024-25	Percent Change	Actual FY 2025-26	Percent Change	Budget FY 2025-26	Budget Variance	Percent Variance
May	795,772	885,285	11.2%	1,035,199	16.9%	917,831	117,368	12.8%
June	373,143	379,419	1.7%	359,012	-5.4%	393,368	(34,356)	-8.7%
July	497,140	551,979	11.0%	602,633	9.2%	572,272	30,361	5.3%
August	326,739	368,809	12.9%	345,395	-6.3%	382,368	(36,973)	-9.7%
September	296,567	289,533	-2.4%	294,569	1.7%	300,178	(5,609)	-1.9%
October	573,264	618,261	7.8%	634,536	2.6%	640,990	(6,454)	-1.0%
November	386,147	371,143	-3.9%	365,027	-1.6%	384,787	(19,760)	-5.1%
December	303,390	289,720	-4.5%	334,124	15.3%	300,371	33,753	11.2%
January	527,624	604,523	14.6%	629,632	4.2%	626,747	2,885	0.5%
February	499,248	493,845	-1.1%	504,330	2.1%	512,000	(7,670)	-1.5%
March	324,493	316,871	-2.3%	336,101	6.1%	328,520	7,581	2.3%
April	512,314	580,236	13.3%	625,090	7.7%	601,568	23,522	3.9%
	5,415,841	5,749,624		6,065,648		5,961,000	104,648	

City of St. Charles
Monthly Financial Report / General Fund Revenue
3% Local Alcohol Tax

FY 2025-26 Budget: \$ 2,100,000

Percentage of General Fund Revenues: 3.2%



<u>Liability Period</u>	<u>Actual</u> <u>FY 2023-24</u>	<u>Actual</u> <u>FY 2024-25</u>	<u>Percent</u> <u>Change</u>	<u>Actual</u> <u>FY 2025-26</u>	<u>Percent</u> <u>Change</u>	<u>Budget</u> <u>FY 2025-26</u>	<u>Budget</u> <u>Variance</u>	<u>Percent</u> <u>Variance</u>
May	184,227	141,637	-23.1%	151,907	7.3%	161,393	(9,486)	-5.9%
June	169,452	172,105	1.6%	146,344	-15.0%	196,110	(49,766)	-25.4%
July	167,393	173,311	3.5%	192,051	10.8%	197,483	(5,432)	-2.8%
August	172,346	187,972	9.1%	163,253	-13.2%	214,189	(50,936)	-23.8%
September	183,970	182,301	-0.9%	176,077	-3.4%	207,727	(31,650)	-15.2%
October	174,144	164,904	-5.3%	137,663	-16.5%	187,904	(50,241)	-26.7%
November	135,332	136,016	0.5%	117,226	-13.8%	154,988	(37,762)	-24.4%
December	166,720	219,375	31.6%	214,621	-2.2%	249,973	(35,352)	-14.1%
January	204,164	181,937	-10.9%	179,617	-1.3%	207,313	(27,696)	-13.4%
February	148,585	118,858	-20.0%	164,324	38.3%	135,436	28,888	21.3%
March	121,410	139,360	14.8%	148,472	6.5%	158,797	(10,325)	-6.5%
April	157,987	145,693	-7.8%	156,688	7.5%	28,687	128,001	446.2%
	1,985,730	1,963,469		1,948,243		2,100,000	(151,757)	

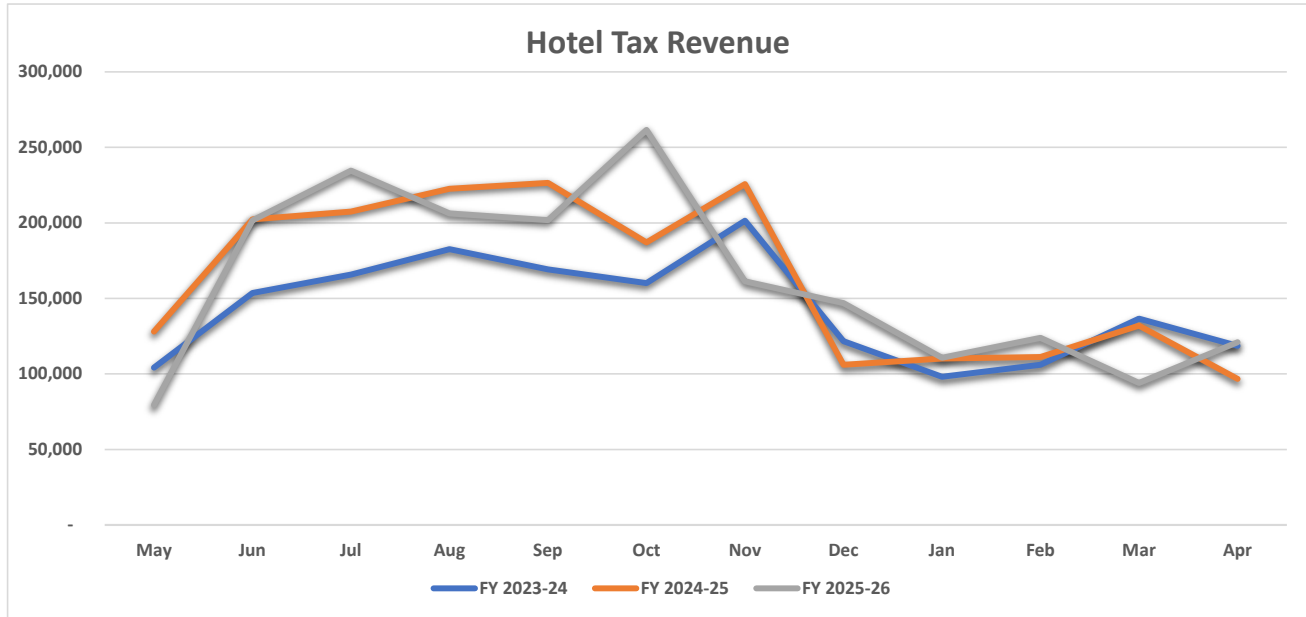
City of St. Charles
Monthly Financial Report / General Fund Revenue
6% Local Hotel Tax

FY 2025-26 Budget:

\$ 2,100,000

Percentage of General Fund Revenues:

3.2%



<u>Disbursement</u>	<u>Actual FY 2023-24</u>	<u>Actual FY 2024-25</u>	<u>Percent Change</u>	<u>Actual FY 2025-26</u>	<u>Percent Change</u>	<u>Budget FY 2025-26</u>	<u>Budget Variance</u>	<u>Percent Variance</u>
May	104,085	128,005	23.0%	79,429	-37.9%	142,202	(62,773)	-44.1%
June	153,539	202,386	31.8%	201,622	-0.4%	224,834	(23,212)	-10.3%
July	165,732	207,558	25.2%	234,681	13.1%	230,579	4,102	1.8%
August	182,551	222,558	21.9%	206,283	-7.3%	247,243	(40,960)	-16.6%
September	169,256	226,490	33.8%	201,904	-10.9%	251,611	(49,707)	-19.8%
October	160,046	187,016	16.9%	261,593	39.9%	207,758	53,835	25.9%
November	201,449	225,680	12.0%	161,378	-28.5%	250,711	(89,333)	-35.6%
December	121,608	105,986	-12.8%	146,876	38.6%	117,741	29,135	24.7%
January	98,120	110,110	12.2%	110,617	0.5%	122,323	(11,706)	-9.6%
February	106,130	111,224	4.8%	123,908	11.4%	123,560	348	0.3%
March	136,536	131,971	-3.3%	94,101	-28.7%	146,608	(52,507)	-35.8%
April	118,556	96,697	-18.4%	121,019	25.2%	34,830	86,189	247.5%
	1,717,608	1,955,681		1,943,411		2,100,000	(156,589)	

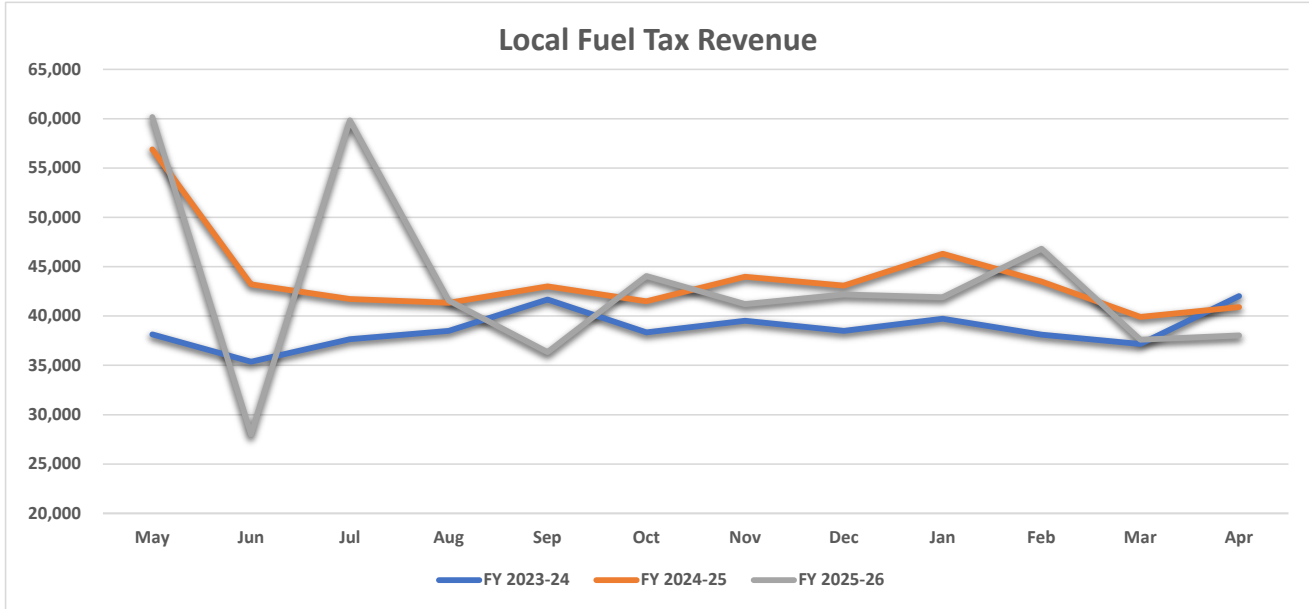
City of St. Charles
Monthly Financial Report / General Fund Revenue
\$0.02 Local Fuel Tax Revenue

FY 2025-26 Budget:

\$ 475,000

Percentage of General Fund Revenues:

0.7%

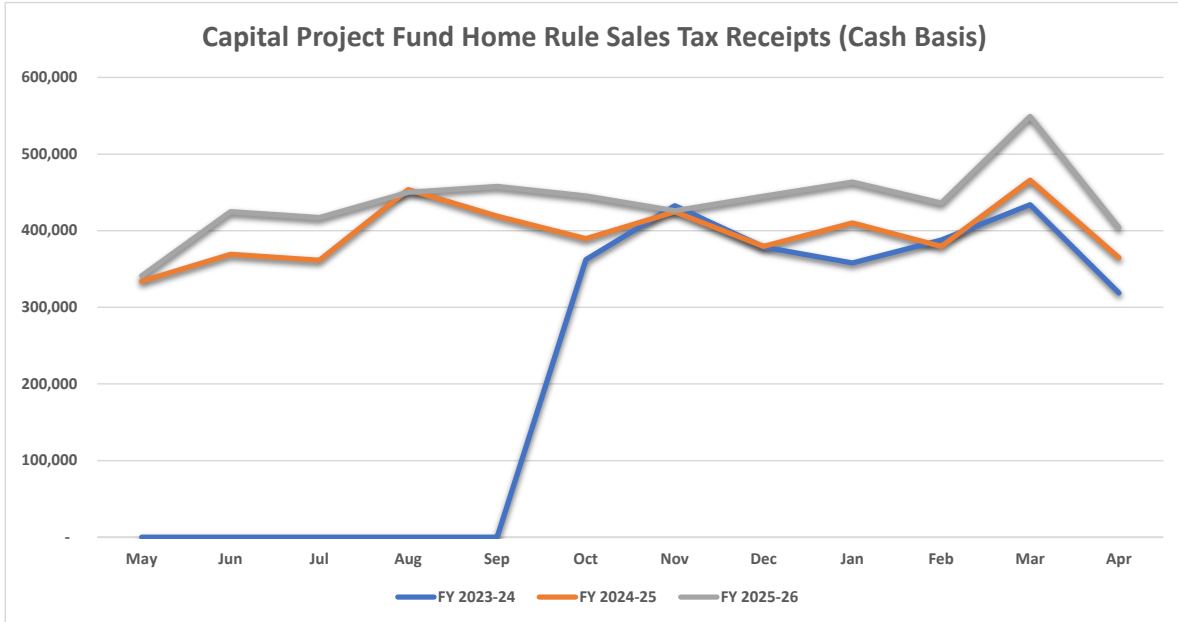


Liability Period	Actual			Actual			Budget		
	FY 2023-24	FY 2024-25	Percent Change	FY 2025-26	Percent Change	FY 2025-26	Budget Variance	Percent Variance	
May	38,141	56,892	49.2%	60,170	5.8%	54,061	6,109	11.3%	
June	35,369	43,224	22.2%	28,006	-35.2%	41,073	(13,067)	-31.8%	
July	37,644	41,717	10.8%	59,852	43.5%	39,641	20,211	51.0%	
August	38,486	41,344	7.4%	41,579	0.6%	39,287	2,292	5.8%	
September	41,665	43,009	3.2%	36,333	-15.5%	40,868	(4,535)	-11.1%	
October	38,331	41,483	8.2%	44,057	6.2%	39,418	4,639	11.8%	
November	39,523	43,981	11.3%	41,205	-6.3%	41,793	(588)	-1.4%	
December	38,492	43,087	11.9%	42,177	-2.1%	40,943	1,234	3.0%	
January	39,731	46,313	16.6%	41,892	-9.5%	44,008	(2,116)	-4.8%	
February	38,105	43,497	14.2%	46,815	7.6%	41,332	5,483	13.3%	
March	37,167	39,911	7.4%	37,593	-5.8%	37,925	(332)	-0.9%	
April	42,021	40,900	-2.7%	38,023	-7.0%	14,651	23,372	159.5%	
	464,675	525,358		517,702		475,000	42,702		

City of St. Charles
Monthly Financial Report / Capital Fund Revenue
Home Rule 0.5% Sales Tax Revenue (Dedicated Capital Portion)

FY 2025-26 Budget: \$ 4,975,000

Percentage of Capital Fund Revenues: 53.8%

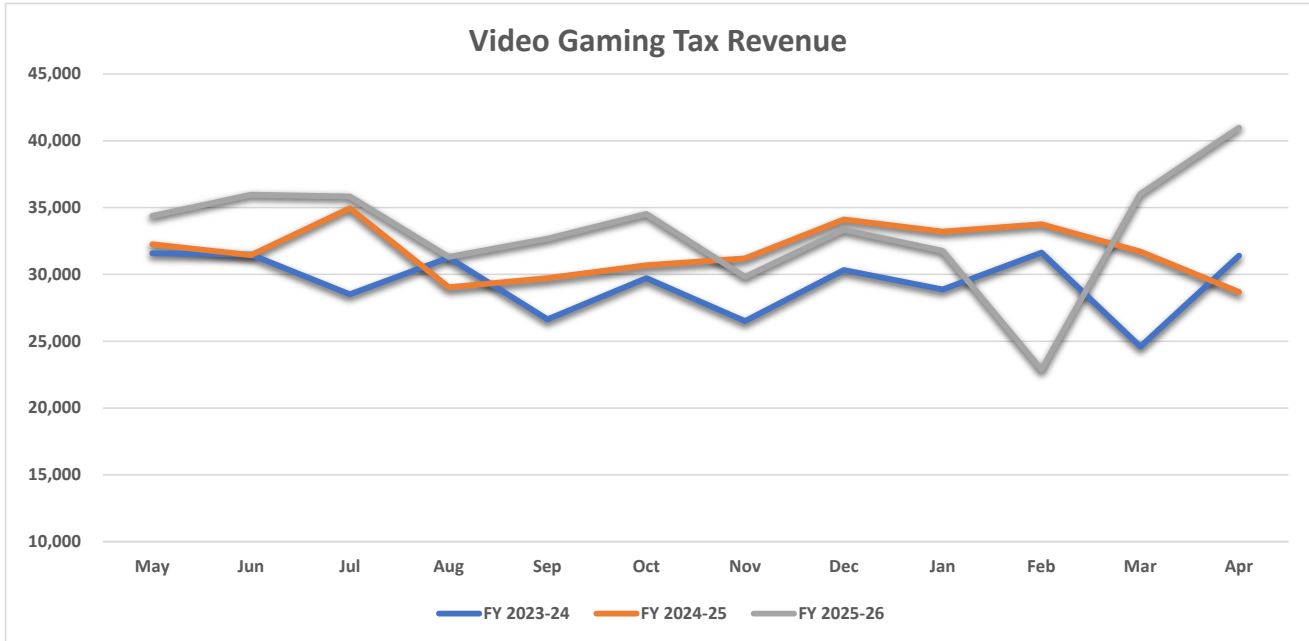


<u>Liability</u>	<u>Disbursement</u>	<u>Actual</u> FY 2023-24	<u>Actual</u> FY 2024-25	<u>Percent</u> <u>Change</u>	<u>Actual</u> FY 2025-26	<u>Percent</u> <u>Change</u>	<u>Budget</u> FY 2024-25	<u>Budget</u> <u>Variance</u>	<u>Percent</u> <u>Variance</u>
February	May	-	333,972	N/A	341,093	2.1%	415,000	(73,907)	-17.8%
March	June	-	369,175	N/A	424,946	15.1%	415,000	9,946	2.4%
April	July	-	361,434	N/A	417,067	15.4%	415,000	2,067	0.5%
May	August	-	453,598	N/A	450,042	-0.8%	415,000	35,042	8.4%
June	September	-	418,819	N/A	457,680	9.3%	415,000	42,680	10.3%
July	October	362,196	389,591	N/A	445,297	14.3%	415,000	30,297	7.3%
August	November	432,496	424,526	N/A	426,021	0.4%	415,000	11,021	2.7%
September	December	378,694	379,459	N/A	445,139	17.3%	415,000	30,139	7.3%
October	January	357,933	409,999	N/A	463,445	13.0%	415,000	48,445	11.7%
November	February	387,926	379,346	N/A	436,200	15.0%	415,000	21,200	5.1%
December	March	433,883	465,919	N/A	549,036	17.8%	415,000	134,036	32.3%
January	April	318,687	364,769	N/A	404,203	10.8%	410,000	(5,797)	-1.4%
	Total	2,671,815	4,750,607		5,260,169		4,975,000	285,169	

Notes:

Effective July 1, 2023, the City's local home rules sales tax was increased from 1.0% to 1.5%. The revenue generated by this increase is being recorded in the Capital Improvements Fund. Council formally committed these revenues to funding the City's road and pedestrian network system, including but not limited to right-of-way improvements and related infrastructure.

City of St. Charles
Monthly Financial Report / Capital Fund Revenue
Video Gaming Tax Revenue

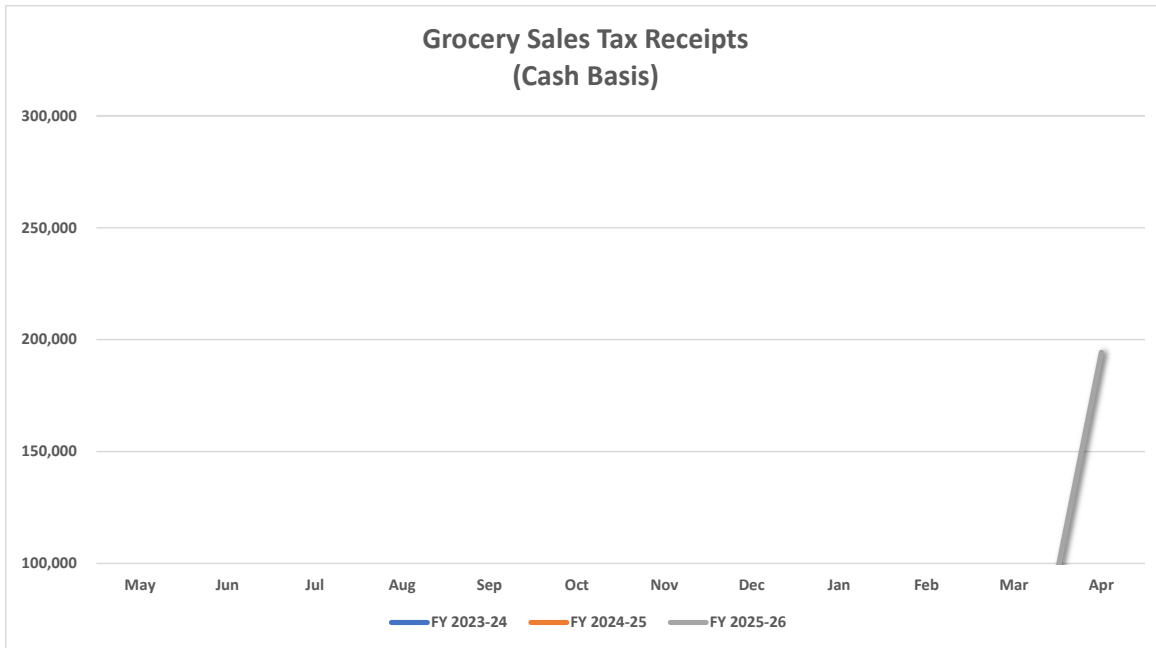


<u>Liability Period</u>	<u>Actual</u> <u>FY 2023-24</u>	<u>Actual</u> <u>FY 2024-25</u>	<u>Percent</u> <u>Change</u>	<u>Actual</u> <u>FY 2025-26</u>	<u>Percent</u> <u>Change</u>	<u>Budget</u> <u>FY 2024-25</u>	<u>Budget</u> <u>Variance</u>	<u>Percent</u> <u>Variance</u>
May	31,574	32,265	2.2%	34,370	6.5%	31,667	2,703	8.5%
June	31,481	31,447	100.0%	35,960	14.4%	31,667	4,293	13.6%
July	28,511	34,952	100.0%	35,830	2.5%	31,667	4,163	13.1%
August	31,249	29,043	100.0%	31,314	7.8%	31,667	(353)	-1.1%
September	26,648	29,728	11.6%	32,682	9.9%	31,667	1,015	3.2%
October	29,724	30,693	3.3%	34,534	12.5%	31,667	2,867	9.1%
November	26,506	31,198	17.7%	29,818	-4.4%	31,667	(1,849)	-5.8%
December	30,327	34,121	12.5%	33,344	-2.3%	31,667	1,677	5.3%
January	28,879	33,211	15.0%	31,768	-4.3%	31,667	101	0.3%
February	31,634	33,746	100.0%	22,871	-32.2%	31,667	(8,796)	-27.8%
March	24,598	31,717	28.9%	36,020	13.6%	31,667	4,353	13.7%
April	31,413	28,689	-8.7%	40,983	42.9%	31,663	9,320	29.4%
	352,544	380,810		399,494		380,000	19,494	

City of St. Charles
Monthly Financial Report / General Fund Revenue
Grocery 1% Sales Tax Revenue

FY 2025-26 Actual: \$ 194,350

Percentage of General Fund Revenues: 0.3%

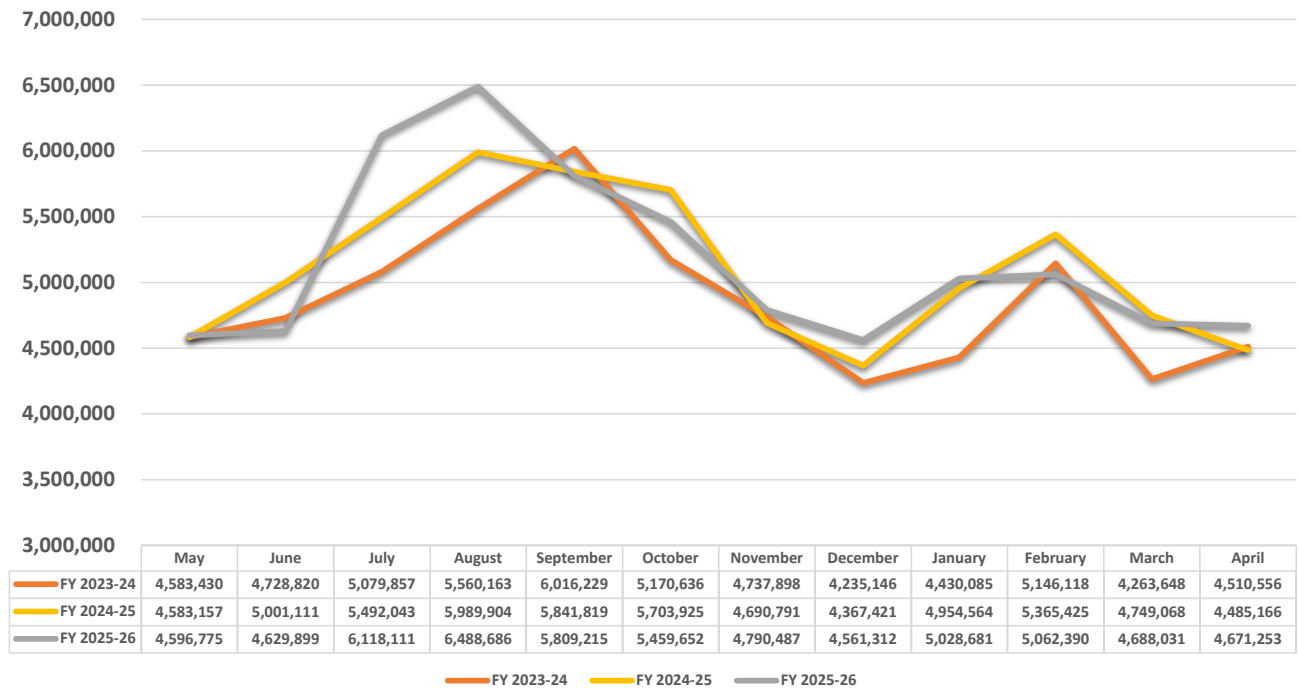


Liability	Disbursement	Actual FY 2023-24	Actual FY 2024-25	Percent Change	Actual FY 2025-26	Percent Change	Budget FY 2025-26	Budget Variance	Percent Variance
February	May	-	-	#DIV/0!	-	#DIV/0!	-	-	#DIV/0!
March	June	-	-	#DIV/0!	-	#DIV/0!	-	-	#DIV/0!
April	July	-	-	#DIV/0!	-	#DIV/0!	-	-	#DIV/0!
May	August	-	-	#DIV/0!	-	#DIV/0!	-	-	#DIV/0!
June	September	-	-	#DIV/0!	-	#DIV/0!	-	-	#DIV/0!
July	October	-	-	#DIV/0!	-	#DIV/0!	-	-	#DIV/0!
August	November	-	-	#DIV/0!	-	#DIV/0!	-	-	#DIV/0!
September	December	-	-	#DIV/0!	-	#DIV/0!	-	-	#DIV/0!
October	January	-	-	#DIV/0!	-	#DIV/0!	-	-	#DIV/0!
November	February	-	-	#DIV/0!	-	#DIV/0!	-	-	#DIV/0!
December	March	-	-	#DIV/0!	-	#DIV/0!	-	-	#DIV/0!
January	April	-	-	#DIV/0!	194,350	#DIV/0!	-	194,350	#DIV/0!
	Total	-	-		194,350		-		

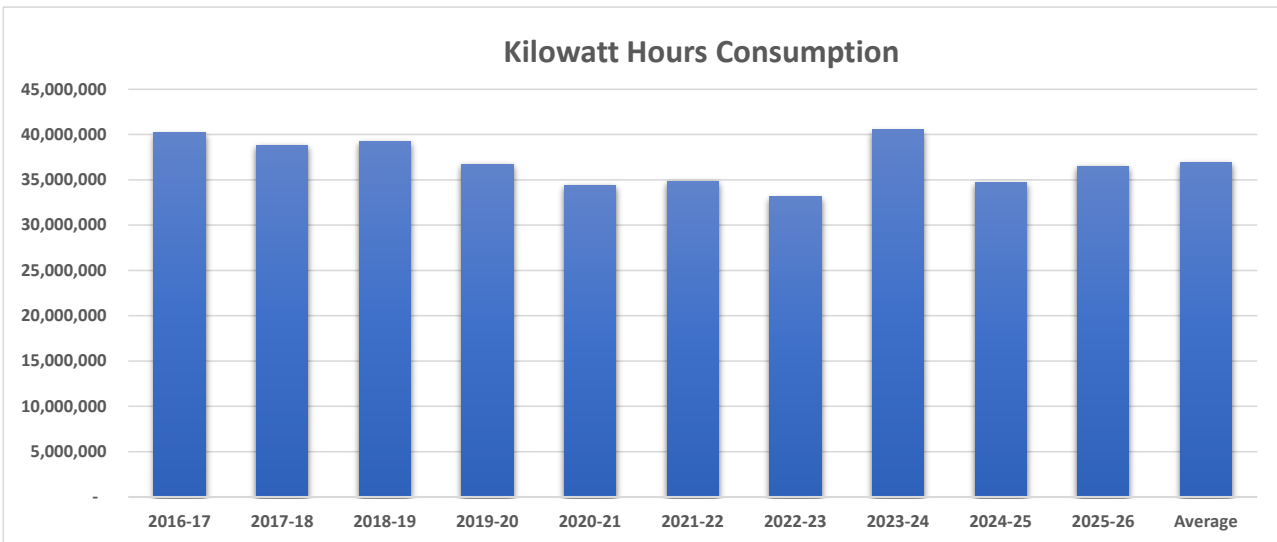
Note: The State of Illinois ended its 1% grocery tax effective January 1, 2026. The City passed an ordinance in July 2025 to make a 1% grocery tax effective January 1, 2026. April represents the first month the City received the 1% grocery tax distribution since the state began collecting the tax on behalf of the City effective January 2026.

City of St. Charles
Monthly Financial Report / Summary
Electric User Charges and Consumption

Electric Fund User Chargers

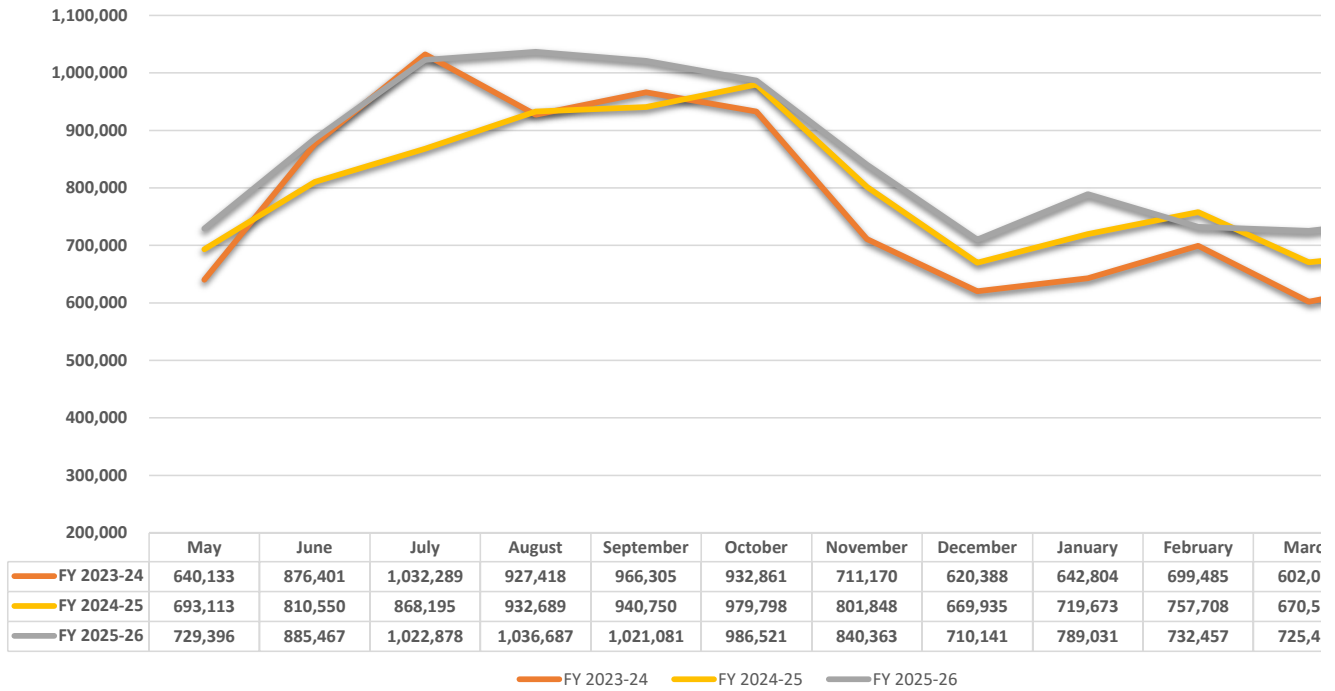


Electric Consumption for Month of: April 2026

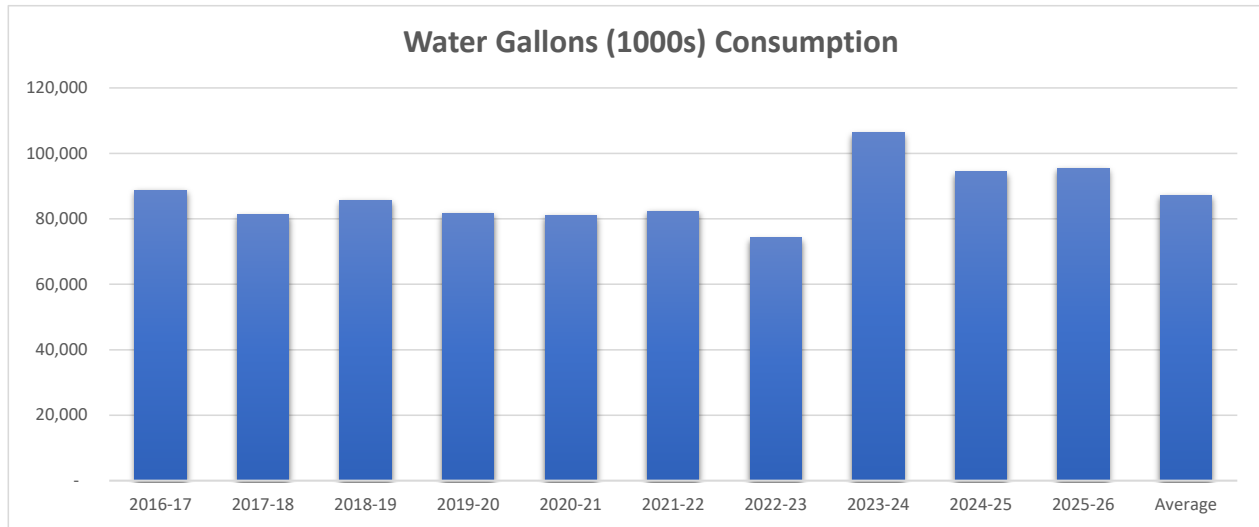


City of St. Charles
Monthly Financial Report / Summary
Water Fund User Charges and Consumption

Water Fund User Chargers

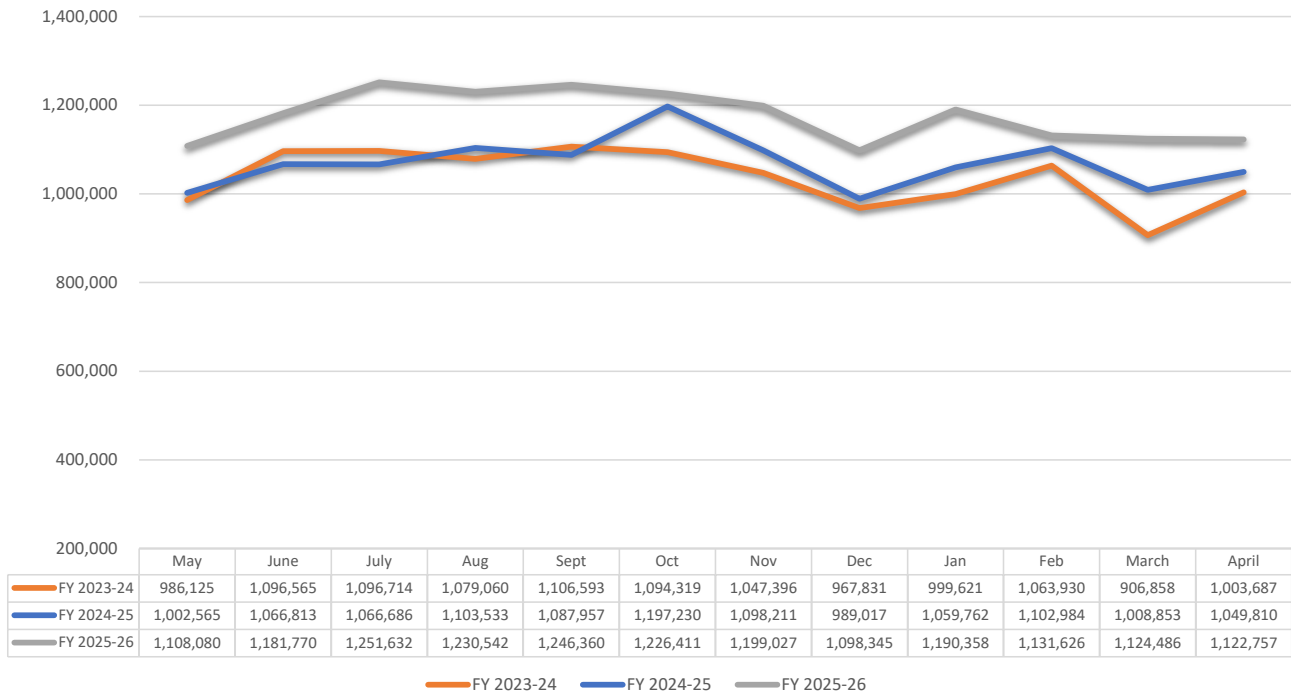


Water Consumption for Month of: April 2026



City of St. Charles
Monthly Financial Report / Summary
Wastewater Fund User Charges and Consumption

Wastewater Fund User Chargers



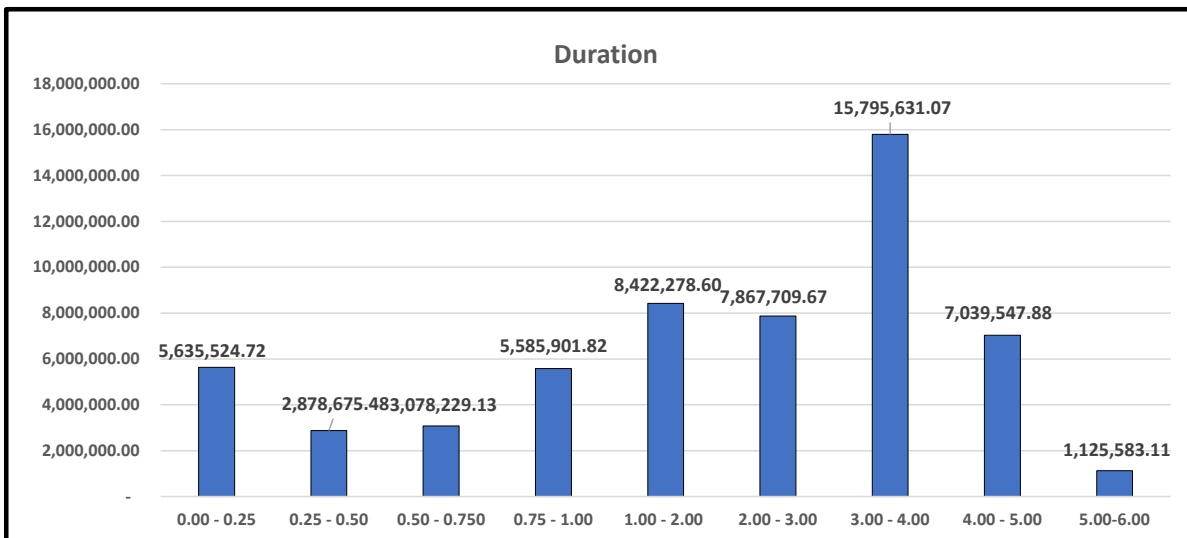
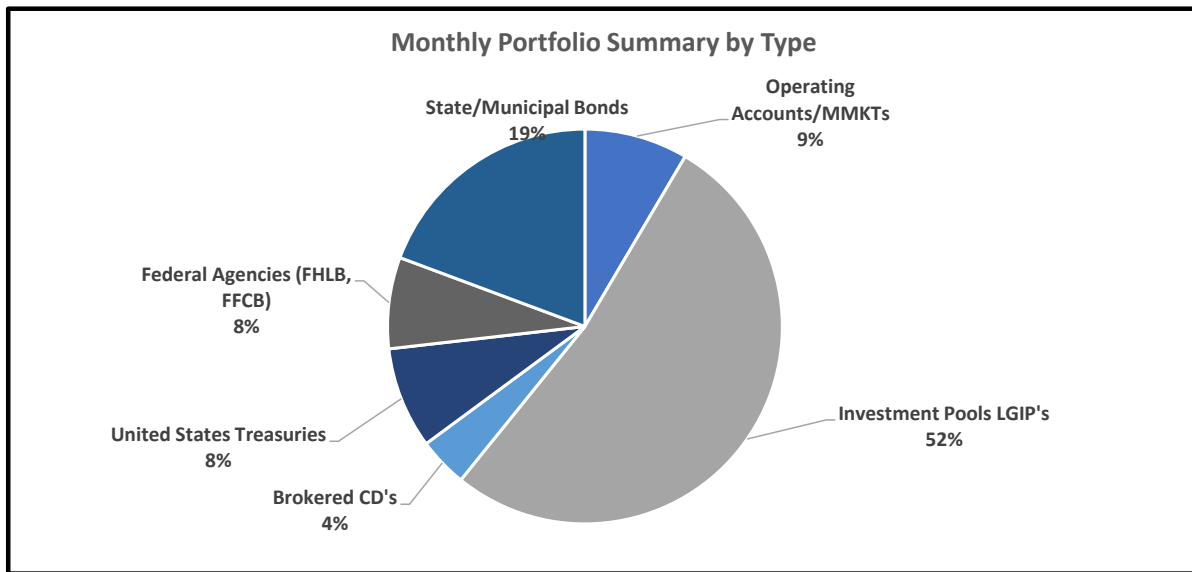
Wastewater Consumption for Month of: April 2026





City of St. Charles
Monthly Investment Summary
April 30, 2026


Total Portfolio Size:	\$ 140,457,950		
Fixed Income Portfolio:	\$ 55,027,146	Percent of Total	
Fixed Income Yield:	3.97%	End of Month 6 Month Treasury:	3.71%
Fixed Income Avg Duration:	2.322 Years	Fixed Income Avg Credit Rating:	AA+/Aa2/AA+


<u>Category</u>	<u>Amount</u>	<u>Percent</u>
Operating Accounts/MMKTs	\$ 11,916,596	8.5%
Investment Pools LGIP's	\$ 73,514,207	52.3%
Brokered CD's	\$ 5,698,887	4.1%
United States Treasuries	\$ 11,668,997	8.3%
Federal Agencies (FHLB, FFCB)	\$ 10,512,322	7.5%
State/Municipal Bonds	\$ 27,146,941	19.3%
\$ 140,457,950	-	



 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	AGENDA ITEM EXECUTIVE SUMMARY		Agenda Item number: IIA
	Title:	Presentation of a Recommendation from Mayor Clint Hull to Approve Appointment of Steve Weber to the Liquor Control Commission.	
	Presenter:	Mayor Clint Hull	
Meeting: City Council		Date: June 15, 2026	
Proposed Cost: \$		Budgeted Amount: \$ N/A	Not Budgeted: <input type="checkbox"/>
TIF District: None			
Executive Summary (if not budgeted, please explain):			
Request favorable consideration for the appointment of Steve Weber to the Liquor Control Commission.			
Attachments (please list):			
Recommendation/Suggested Action (<i>briefly explain</i>):			
Presentation of a Recommendation from Mayor Clint Hull to Approve Appointment of Steve Weber to the Liquor Control Commission.			

 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	AGENDA ITEM EXECUTIVE SUMMARY		Agenda Item number: IIB
	Title:	Presentation of a Recommendation from Mayor Clint Hull to approve the appointment of David Petschke as Ward 3 Alderperson	
	Presenter:	Mayor Clint Hull	
Meeting: City Council		Date: June 15, 2026	
Proposed Cost: \$		Budgeted Amount: \$	Not Budgeted: <input type="checkbox"/>
TIF District: Choose an item.			
Executive Summary (if not budgeted, please explain):			
<p>Following the retirement of Alderperson Bob Gehm, a vacancy exists for Ward 3 Alderperson position. The Mayor and City Council invited eligible Ward 3 residents to apply for the appointment, and qualified applicants were subsequently interviewed.</p> <p>Favorable consideration is requested for the appointment of David Petschke to serve as Ward 3 Alderperson for the remainder of the current term, which concludes on April 30, 2027.</p>			
Attachments (please list):			
Recommendation/Suggested Action (briefly explain):			
Presentation of a recommendation from Mayor Clint Hull to approve the appointment of David Petschke as Ward 3 Alderperson with term ending April 30, 2027.			

 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	AGENDA ITEM EXECUTIVE SUMMARY		Agenda Item number: IIC
	Title:	Presentation of a Recommendation from Mayor Clint Hull to Approve the Appointment of Rachel Frohlichtein to the Youth Commission	
	Presenter:	Mayor Clint Hull	
Meeting: City Council		Date: June 1, 2026	
Proposed Cost: \$		Budgeted Amount: \$ N/A	Not Budgeted: <input type="checkbox"/>
TIF District: None			
Executive Summary (if not budgeted, please explain):			
Request favorable consideration for the appointment of Rachel Frohlichtein to the Youth Commission, with a term expiring April 30, 2028.			
Attachments (please list):			
Recommendation/Suggested Action (briefly explain):			
Presentation of a recommendation from Mayor Clint Hull to approve the appointment of Rachel Frohlichtein to the Youth Commission.			

	AGENDA ITEM EXECUTIVE SUMMARY		Agenda Item number: IID
	Title:	Presentation of a Recommendation from Mayor Clint Hull to Approve the Appointment of Julie Trevarthen-Escarcida to the Board of Fire & Police Commissioners	
	Presenter:	Mayor Clint Hull	
Meeting: City Council		Date: June 1, 2026	
Proposed Cost: \$		Budgeted Amount: \$ N/A	Not Budgeted: <input type="checkbox"/>
TIF District: None			
Executive Summary (if not budgeted, please explain):			
Request favorable consideration for the appointment of Julie Trevarthen-Escarcida to the Board of Fire & Police Commissioners with term expiring on April 30, 2028.			
Attachments (please list):			
Recommendation/Suggested Action (briefly explain):			
Presentation of a recommendation from Mayor Clint Hull to approve the appointment of Julie Trevarthen-Escarcida to the Board of Fire & Police Commissioners.			



CITY OF
ST. CHARLES
ILLINOIS • 1834

AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: IIIA1

Title:

Ordinance Amending Title 2 “Administration and Personnel” Chapter 2.04 “City Council” Section 2.04.145 “Consent Agenda” of the St. Charles Municipal Code

Presenter:

Heather McGuire, City Administrator

Meeting: City Council

Date: June 15, 2026

Proposed Cost: \$ 0

Budgeted Amount: \$ N/A

Not Budgeted:

TIF District: None

Executive Summary (if not budgeted, please explain):

Before you is a modification to the current requirement for consent agenda, modifying the threshold of \$25,000 to \$100,000 as was the previous practice. This modification would require that such items were already budgeted.

This request was made by Ald. Foulkes with the support of Ald. Bongard, Muenz, and Spellman. Staff is seeking direction from Council.

Attachments (please list):

Draft Ordinance, redline and clean copy

Recommendation/Suggested Action (briefly explain):

Recommendation to approve an Ordinance Amending Title 2 “Administration and Personnel” Chapter 2.04 “City Council” Section 2.04.145 “Consent Agenda” of the St. Charles Municipal Code.

City of St. Charles, Illinois
Ordinance No. 2026-M-____

**Ordinance Amending Title 2 “Administration and Personnel”
Chapter 2.04 “City Council” Section 2.04.145 “Consent Agenda” of
the St. Charles Municipal Code**

WHEREAS, the City of St. Charles, as a home rule unit of local government as provided by Article VII, Section 6 of the Illinois Constitution of 1970, has the authority to exercise any power and perform any function pertaining to its government and affairs except as limited by Article VII, Section 6 of the Illinois Constitution of 1970; and

WHEREAS, the Mayor and City Council implemented a Committee of the Whole Structure in 2026 pursuant to Ordinance No. 2026-M-1; and

WHEREAS, after several meetings, the Mayor and City Council believe that it is in the best interests of the City to amend Title 2 “Administration and Personnel” Chapter 2.04 “City Council” Section 2.04.145 “Consent Agenda” of the St. Charles Municipal Code, to facilitate more streamlined Committee of the Whole Meetings.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ST. CHARLES, KANE AND DUPAGE COUNTIES, ILLINOIS as follows:

Section 1. The recitals above shall be and hereby are incorporated in this Section 1 as if fully restated herein.

Section 2. Title 2 “Administration and Personnel” Chapter 2.04 “City Council” Section 2.04.145 “Consent Agenda” is hereby amended as set forth in Exhibit A hereto, which Exhibit A reflects the deletions from and additions to Title 2, Chapter 2.04, Section 2.04.145.

Section 3. The City Clerk is hereby directed to take any and all necessary actions to publish Title 2, Chapter 2.04, Section 2.04.145, as amended.

Section 4. Any policy, resolution or ordinance of the City that conflicts with the provisions of this Ordinance shall be and hereby is repealed to the extent of such conflict.

Section 5. This Ordinance shall be in full force and effect upon its passage and publication according to law.

PRESENTED to the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois this _____ day of _____, 2026.

PASSED by the City Council of the City of St. Charles, Kane and DuPage Counties,

Illinois this _____ day of _____, 2026.

APPROVED by the Mayor of the City of St. Charles, Kane and DuPage Counties,
Illinois this _____ day of _____, 2026.

Clint Hull, Mayor

ATTEST:

Jessica Bridges, City Clerk

Council Vote:

Ayes:

Nays:

Absent:

Abstain:

Exhibit A

2.04.145 Consent agenda.

At any meeting the City Council or a standing committee, the Council or Committee may, by unanimous consent, take a single vote by yeas and nays on the several questions of the City Council passage or standing committee recommendation of any two (2) or more of the designated ordinances, orders, resolutions or motions placed together for voting purposes in and under the designation "consent agenda," and in such event the Clerk or designee may enter the words, "consent vote" in the journal in each case in lieu of entering the names of the members of the City Council or standing committee voting "yea" and of those voting "nay" on the passage of each of the designated ordinances, orders, resolutions and motions included in such omnibus group. The taking of such single or consent vote and such entries of the words "consent vote" in the journal shall be a sufficient compliance with the provisions of the St. Charles Municipal Code for all intents and purposes and with like effect as if the vote in each case had been taken separately by yeas and nays on the question of the passage of each ordinance, order, resolution and motion including in such omnibus group, and separately recorded in the journal. Likewise, the yeas and nays shall be taken upon the question of the passage of any other resolution or motion at the request of any Alderperson and shall be recorded in the journal.

A consent agenda shall be prepared under the direction of the City Administrator and shall include the approval of minutes of council meetings, bills to be approved, and such matters the Administrator shall determine are routine, but must be under ~~\$25,000~~100,000 and be budgeted for the current fiscal year. Upon the request of the Mayor or any single Alderperson an item will be removed from the consent agenda and considered individually after all other items of business on the consent agenda.

Exhibit A

2.04.145 Consent agenda.

At any meeting the City Council or a standing committee, the Council or Committee may, by unanimous consent, take a single vote by yeas and nays on the several questions of the City Council passage or standing committee recommendation of any two (2) or more of the designated ordinances, orders, resolutions or motions placed together for voting purposes in and under the designation "consent agenda," and in such event the Clerk or designee may enter the words, "consent vote" in the journal in each case in lieu of entering the names of the members of the City Council or standing committee voting "yea" and of those voting "nay" on the passage of each of the designated ordinances, orders, resolutions and motions included in such omnibus group. The taking of such single or consent vote and such entries of the words "consent vote" in the journal shall be a sufficient compliance with the provisions of the St. Charles Municipal Code for all intents and purposes and with like effect as if the vote in each case had been taken separately by yeas and nays on the question of the passage of each ordinance, order, resolution and motion including in such omnibus group, and separately recorded in the journal. Likewise, the yeas and nays shall be taken upon the question of the passage of any other resolution or motion at the request of any Alderperson and shall be recorded in the journal.

A consent agenda shall be prepared under the direction of the City Administrator and shall include the approval of minutes of council meetings, bills to be approved, and such matters the Administrator shall determine are routine, but must be under \$100,000 and be budgeted for the current fiscal year. Upon the request of the Mayor or any single Alderperson an item will be removed from the consent agenda and considered individually after all other items of business on the consent agenda.



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item Number: IIIA2

Title:

Recommendation to Approve a Resolution to Execute a Professional Services Contract with Consultant MKSK for the Historic District Re-Survey Project

Presenter:

Emma Field, Planner

Meeting: City Council

Date: June 15, 2026

Proposed Cost: \$37,390

Budgeted Amount: \$50,000

Not Budgeted:

Executive Summary (if not budgeted please explain):

The City’s current Historic District surveys are 20-30 years old. The 1994 survey of the Central Historic District is the largest and oldest survey and has limited historical information on individual buildings. Additionally, many buildings have changed over the past 20-30 years, and these changes are not reflected in the 1994 survey information.

Surveys are one of the most important parts of our Historic Preservation Ordinance as they help guide Certificate of Appropriateness review. Without updated surveys, there is potential for disagreement or confusion regarding how the COA review standards apply.

Staff sent out a request for proposals to 20 consulting firms from a state qualification list and received 4 responses.

Staff and the Historic Preservation Commission are recommending the firm MKSK. MKSK has completed architectural survey work in many communities similar to St. Charles. They were also recommended because they have a third- party / outside perspective on St. Charles’ buildings. The two primary consultant staff have experience on the Oak Park Historic Preservation Commission.

In addition, MKSK proposed expanding our current architectural rating system to better describe the significance of the architecture. This rating system would identify how a building’s rating would be reassessed in the event certain exterior changes were made.

Staff has applied for the Certified Local Government Grant from the State Historic Preservation Office. If the grant is awarded, the State would pay 70 percent of the cost up to \$30,000.

Following the completion of the survey, staff will initiate a process to amend the existing Historic District designation ordinances in order to adopt the new survey as the survey of record. Property owners within the district will be notified of the Historic Commission review and public hearing and provided an opportunity to comment or submit information regarding their buildings. The amendment of the Historic District to adopt the new survey will require a Historic Commission recommendation and approval by the City Council.

Attachments (please list):

Resolution, Letter sent to consultants, response proposal from MKSK firm, Contract

Recommendation/Suggested Action (briefly explain):

Recommendation to approve a Resolution to execute a professional services contract with consultant MKSK for the Historic District Re-Survey project

Other Responding Firms	Proposal Notes	Cost	Reason Not selected
McGuire, Iglesias & Associates (MIA)	<ul style="list-style-type: none"> -Meet with Staff and Commission -Staff to send data -Conduct field survey -Create inventory database -Research into history of St Charles and other various historical data -Create new survey forms 	\$39,964	<p>Previously completed a survey of the Pottawatomie neighborhood for the City.</p> <p>Historic Commission wanted a different format and diversity of consultants for survey work.</p>
JLK	<ul style="list-style-type: none"> -Meet with Staff and Commission -Prepare communication for members of the community -Review and collect currently available data -Conduct field survey -Create new survey forms -Create maps to input into GIS 	\$22,850	<p>This firm was a close second. Their previous work was not the same type and scope as that of MKSK meaning they did not do many surveys in towns like St Charles. In addition, references were difficult to verify.</p>
106 Group	<ul style="list-style-type: none"> -Review and collect currently available data -Conduct field survey -Create new survey forms -Staff to send all the available data 	\$70,800	<p>Cost was too high for similar service scope. Did not show previous work that is similar to the proposed project for St Charles.</p>

**City of St. Charles, Illinois
Resolution No. 2026- __**

A Resolution Authorizing the Mayor and City Council to Execute a professional services contract between the City of St. Charles and MKSK

**Presented & Passed by the
City Council on June 15, 2026**

BE IT RESOLVED by the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, that the Mayor and City Clerk are hereby authorized to execute that certain professional services contract, in substantially the form attached hereto and incorporated herein as Exhibit "A" by and on behalf of the City of St. Charles.

PRESENTED to the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, this 15th day of June, 2026.

PASSED by the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, this 15th day of June, 2026.

APPROVED by the Mayor of the City of St. Charles, Kane and DuPage Counties, Illinois, this 15th day of June, 2026.

Clint Hull, Mayor

Attest:

City Clerk/Recording Secretary

Voice Vote:

Ayes:

Nays:

Absent:

Abstain:

Resolution No. _____

Page 2

Exhibit "A"

Professional Services Contract between the City of St. Charles and MKSK

St. Charles Agreement for Professional Services Resurvey of the Historic Districts and Landmarks

This agreement for professional services ("**Agreement**") has been awarded on June 1 2026, by City Council and is between the City of St. Charles, an Illinois home rule municipal corporation ("**City**"), located at 2 East Main Street; St. Charles, Illinois 60174 and MKSK ("**Professional Service Provider**"), located at 3057 North Rockwell Street Chicago, Illinois. City and Professional Service Provider are at times collectively referred to hereinafter as the "Parties."

RECITALS

Whereas, the City issued Request for Resurvey of Historic Districts and Landmarks for professional services entitled Resurvey of the Historic Districts and Landmarks ("**Project**");

Whereas, the Professional Service Provider submitted an offer (**Offer**) in response to the Solicitation and the Professional Service Provider represents that it is ready, willing and able to perform the services specified in the project;

Whereas, the Offer was found to meet the City's requirements as specified in the solicitation;

Whereas, the City awarded the Professional Service Provider the Project, with fees not to exceed submitted hourly rates, and reimbursable expenses provided separately;

Now therefore, in consideration of the foregoing and for the mutual promises hereinafter set forth and for other good and valuable consideration, the sufficiency of which is acknowledged, the parties agree as follows to the following terms and conditions:

Article 1: Contract Documents

- A. Incorporated Documents.** The Contract documents consist of this Agreement and the following attached exhibits. These attachments along with this Agreement represent the entire integrated Contract between the parties and supersede any and all prior negotiations, representations or agreements, written or oral.
- The City's Purchase Order document, to be generated as the Work May Proceed document upon contract execution, is incorporated as the first page of this Contract and said Purchase Order Number will become the identification number for this contract and thus must be referenced on all related documents, inclusive of invoices.
 - The City's Solicitation, and any related documents is attached as **Exhibit A**
 - The Professional Service Provider's offer and all related documents is attached as **Exhibit B**
 - Insurance Coverage for Professional Service Provider is attached as **Exhibit C**
 - Change Order Form, which is the sole vehicle authorized to amend contract, is attached as **Exhibit D**
- B. Controlling Document.** In the event of a conflict between this Agreement and any attachment or exhibit, the provisions of this Agreement shall control.

Article 2: Services Contracted

- A. Scope of Services.** Professional Service Provider shall provide awarded Services in accordance with the Project Requirements stated within the City's Solicitation [**Exhibit A**], and the Offer submitted by the Professional Service Provider [**Exhibit B**].
- Truthful and Accurate.** Professional Service Provider represents that such material and information furnished in connection with the Solicitation and this Contract is truthful and accurate.
 - Necessary Documentation.** Professional Service Provider acknowledges that it has furnished exhibits, as listed previously, and will continue to furnish requested and necessary documentation, including but not limited to certifications, affidavits, reports and other information.
 - Ownership of Project Documents.** All drawings, specifications, reports, and any other project documents prepared by the Professional Service Provider in connection with any or all of the project services shall be delivered to the City for the expressed use of the City. The Professional Service Provider does have the right to retain original documents, but shall cause to be delivered to the City such quality or documents so as to assure total reproducibility of the documents delivered. All information, worksheets, reports, design calculations, plans, and specifications shall be the sole property of the City

unless otherwise specified within this negotiated Contract. The Professional Service Provider agrees that the basic survey notes and sketches, charts, computations, and other data prepared or obtained by the Professional Service Provider pursuant to the Contract will be made available, upon request, to the City without cost and without restriction or limitations as to their use. All field notes, test records, and reports shall be available to the City upon request.

- B. Status of Independent Professional Service Provider.** Both City and Professional Service Provider agree that Professional Service Provider will act as an Independent Professional Service Provider in the performance of the Project. Accordingly, the Independent Professional Service Provider shall be responsible for payment of all taxes including federal, state, and local taxes arising out of the Professional Service Provider's activities in accordance with this Contract, including by way of illustration but not limitation, federal and state income tax, social security tax, and any other taxes or license fees as may be required under the law. Professional Service Provider further acknowledges under the terms of this Contract, that it is not an agent, employee, or servant for the City for any purpose, and that it shall not hold itself out as an agent, employee, or servant of the City under any circumstance for any reason. Professional Service Provider is not in any way authorized to make any contract, agreement or promise on behalf of the City, or to create any implied obligation on behalf of City, and Professional Service Provider specifically agrees that it shall not do so. City shall have no obligation to provide any compensation or benefits to Professional Service Provider, except those specifically identified in this Contract. City shall not have the authority to control the method or manner by which Professional Service Provider complies with the terms of this Contract.

Article 3: Term

- A. Term.** This Contract becomes effective upon the latter of the date accepted and signed by the City and the date accepted and signed by the Professional Service Provider and terminates upon completion of Project as defined in writing by the City. Alteration in termination may occur prior to completion of Project in accordance with the following conditions.
- B. Termination of Contract.** The City has the right to terminate this Contract, in whole or in part at any time. Written notice of termination is to be served by the City to the Professional Service Provider's principal or Professional Service Provider's agent personally or by certified or registered mail, return receipt requested. In the event of termination, the City shall pay the Professional Service Provider for satisfactory services performed as of the effective date of termination. The effective date of termination releases the City from any obligations under this Contract. Professional Service Provider shall deliver to the City any finished and unfinished documents, drawings, studies and reports related to the Project. All such documents, studies and reports shall become the property of the City. The City may terminate this Contract, or any portion of it, as is reasonably necessary in accordance with the following conditions:
- a. **Substitution of Key Personnel.** Should any of the key personnel identified in the offer become unavailable to work on the project; and should no temporary replacement personnel be provided within 24 hours following the commencement of the subject key personnel's unavailability; and/or should no permanent substitute personnel reasonably satisfactory to the City be provided within thirty (30) days of key personnel's unavailability; the City may, at its election, declare breach of contract and terminate the contract for non-performance.
 - b. **Non-performance.** Non-adherence to the terms of this Contract and its incorporated documents on the part of the Professional Service Provider is grounds for termination of the Contract. The City will notify the Professional Service Provider in writing with a 24-hour notice specifying the effective date of termination. In the event of termination due to non-performance on the part of the Professional Service Provider, the City has the authority to contract with an alternate Professional Service Provider to complete this Contract. The Professional Service Provider shall be liable to the City for all incidental and consequential expenses incurred in procuring and securing an alternate Professional Service Provider, including any loss due to alternate Professional Service Provider compensation. The City may deduct expenses and loss, due to breach, from payment to the Professional Service Provider for services already performed. Failure to deduct expenses and losses from the City's payment to the Professional Service Provider does not relieve the Professional Service Provider from the Terms of this condition nor bar the City from seeking alternative legal remedies.
 - c. **Unappropriated Funds.** If sufficient funds have not been appropriated to cover the estimated requirement of this Contract, the City may terminate this Contract. The City may terminate for unappropriated funds by serving the Professional Service Provider with a fourteen (14) day written notice specifying the effective date of termination. On that specified termination date, this Contract and all

contractual obligations will end. If this Contract is terminated by the City for unappropriated funds after performance by the Professional Service Provider has commenced, the termination date controls the final invoice by the Professional Service Provider for previous services under this Contract. The termination date controls all payment obligations of the City to the Professional Service Provider. Payment by the City to the Professional Service Provider upon termination for unappropriated funds constitutes full satisfaction for services rendered.

- d. **Convenience.** Termination for convenience does not necessitate a reason. The city may terminate for convenience by serving the Professional Service Provider with a seven (7) day written notice specifying the effective date of termination. On that specified termination date, this Contract and all contractual obligations will end. If this Contract is terminated by the City for convenience, the termination date controls the final invoice by the Professional Service Provider for previous services under this Contract. The termination date controls all payment obligations of the City to the Professional Service Provider. Payment by the City to the Professional Service Provider upon termination for convenience constitutes full satisfaction for services rendered.
- e. **Force Majeure.** A party shall not be held liable for failure of or delay in performing its obligations under this Contract if failure of delay is a result of an event of outside force, including a natural disaster, “Act of God”, act of war, act of terrorism, government sanction or strike that could not be foreseen or avoided by prudence. Once performance is delayed by this event of outside force, the non-performing party must make every reasonable attempt to minimize delay. Once performance has been delayed one-hundred and twenty (120) days, performance is considered impracticable due to impossibility, and either party may terminate this Contract.

C. **Stop Work.** The City may, at any time by written order, require the Professional Service Provider to stop all or part of the services required by this contract. Upon receipt of such an order, the Professional Service Provider shall immediately comply with its terms and take all steps to minimize the occurrence of costs allocable to the services covered by the order. The City will pay for costs associated with suspension provided they are deemed reasonable by the City.

Article 4: Compensation

- A. **Price.** The City shall pay the Professional Service Provider for Services in accordance with the amounts set forth in the Offer. [Exhibit B] The maximum price stated on page 1 of this agreement may not be increased unless the City’s Project Manager is provided with supporting documentation to warrant a change, and if upon review and acceptance, a written change order is approved. All change orders shall be by written schedule on a City Change Order form [Exhibit D], and shall be attached as an amendment to this Contract.
- B. **Invoicing.** The Professional Service Provider shall submit an itemized invoice with all supporting documentation as required by the City. Supporting documentation may include, but is not limited to: a supporting schedule of hours worked making explicit the percentage of completion of services as of the date of the invoice; receipts for travel, postage, duplication, subcontracted services; supplier’s invoices to justify material mark-up; certified payroll; waivers of lien; and supplier’s invoices to justify material mark-up.
- C. **Invoice Submittals.** All invoices must be submitted directly to AccountsPayable@stcharlesil.gov and reference Purchase Order number. Invoices submitted in any other manner will result in a delay of payment.
- D. **Payment.** The City shall make all payments in accordance with the Illinois Local Government Prompt Payment Act or Professional Service Provider’s invoice, whichever is more favorable to the City.
 - a. **Schedule of Payment.** The City shall make all payments on the basis of approved invoices and supporting documents. The City shall use its best efforts to make payments within thirty (30) days after review and approval of the invoice. Each payment requires City Council’s approval of the Expenditure Approval List which occurs at publicly scheduled meetings.
 - b. **Non-Payment.** All invoices must be submitted to the City within two (2) months of the Professional Service Provider’s final performance on this Contract. The City shall not pay any invoices submitted in excess of two (2) months from the date of last service performed per this Contract.

Article 5: Duties

- A. **Consent and Approvals.** The City and the Professional Service Provider represent and warrant to each other that each has obtained all the requisite consents and approvals, whether required by internal operating procedures or otherwise, for entering into this Contract and its contemplated undertakings.
- B. **Insurance.** The Professional Service Provider shall, during the entire term of this Contract, maintain, at a minimum, the insurance minimums as specified in the Solicitation and under the terms stipulated In **Exhibit C**.
- C. **Standard of Performance.** The Professional Service Provider warrants that the service provided, under the fully

incorporated Contract, by the Professional Service Provider and any and all employees, agents, Professional Service Providers, or subcontractors is performed by individuals who are authorized under all applicable licenses and certifications, and who have completed the requisite training as required by industry standards, professional standards, manufacturers' requirements, and statute. Performance by these parties shall be with the degree, skill, care and diligence customarily required of a professional performing service of comparable scope, purpose and magnitude and in conformance with the applicable industry standards. The Professional Service Provider and its employees, agents, Professional Service Providers, or subcontractors shall perform in strict compliance with the laws and regulations of the City, State, and federal government.

- D. Best Efforts.** The Professional Service Provider shall use its best efforts to assure timely and satisfactory rendering and completion of services under this Contract. The Professional Service Provider shall remain solely responsible for the professional and technical accuracy of all services and deliverables furnished, whether such service is rendered by the Professional Service Provider or others on its behalf including, and without limitation, subcontractors, employees, agents, manufacturers, suppliers, fabricators, and consultants. The Professional Service Provider is not to be relieved from its duty to use best efforts, pursuant to the Contract, by the City's review, approval, acceptance, or payment for any of the agreed to services. Any change to the character, form quality or extent of the Project shall be in writing on a City Change Order form [**Exhibit D**], and attached as an addendum to this Contract.
- E. Non-disclosure.** The Professional Service Provider, its employees, agents, consultants, or subcontractors may have access to the City's confidential information during performance of this Contract. Confidential information includes, but is not limited to, methods, processes, formulas, compositions, systems, techniques, computer programs, databases, research projects, resident identification and contact information, financial data, and other data. The Professional Service Provider shall not directly or indirectly use, disclose or disseminate confidential information to any third party for any purpose other than a purpose explicitly allowed for in this Contract and its integrated documents.
- F. No Duty.** The Professional Service Provider shall not imply any authority to act as an agent of the City. The Professional Service Provider's duties to the City are limited by express authorization under this Contract and by statute.
- G. Hold Harmless and Indemnification.**
- a. **Patents and Copyrights.** The Professional Service Provider warrants that all products used or provided in the fulfillment of this Contract will not infringe on any United States or foreign patent. Professional Service Provider shall indemnify the City against any and all judgments, decrees, legal fees, costs and expenses resulting from such alleged infringement. Professional Service Provider will, upon request of the City and at the Professional Service Provider's own expense, defend any suit or action which may be brought against the City by reason of any alleged infringement of any patent or copyright in the sale or use of products provided to the City by the Professional Service Provider.
 - b. **Loss and Liability.** The Professional Service Provider shall hereby defend and indemnify the City, its directors, agents, officers, employees, and elected officials from and against any and all liabilities, losses, claims, demands, damages, costs, fines, penalties, expenses, judgments, and settlements, including, but not limited to, reasonable attorneys' fees and costs of litigation, and any and all causes of action of any kind or character, that may be incurred as a result of bodily injury, sickness, death, or property damage or as a result of any other claim or suit arising out of or connected with, directly or indirectly, the negligent acts, errors, omissions, or intentional acts or omissions of any agent, employee, subcontractor, Professional Service Provider, or contractor hired to provide any goods or perform any services on behalf of the Professional Service Provider.

Article 6: Policies

- A. Illinois Freedom of Information Act.** The Professional Service Provider acknowledges the requirements of the Illinois Freedom of Information Act (FOIA). Professional Service Provider agrees to comply with all requests made by the City for public records (as defined in FOIA § 2(c)) in the undersigned's possession and/or their subcontractors/suppliers' possession.
- a. **Timeliness.** The Professional Service Provider shall provide the requested public records to the City within two (2) business days of the City's request.
 - b. **Free of Charge.** The Professional Service Provider agrees not to apply any costs or charge any fees to the City for the procurement of the requested records pursuant to a FOIA request.
 - c. **Hold Harmless.** Should the Professional Service Provider deny the City's request unlawfully or request that the City utilize a lawful exemption available under FOIA, Professional Service Provider agrees to pay

any and all costs connected with the defense of the Professional Service Provider's denial. All costs include reasonable attorney and witness fees, filing fees and other expenses related to the defense of a complaint. The Professional Service Provider agrees to indemnify the City against any and all claims, costs, penalties, losses and injuries arising out of or relating to its failure to provide the requested public records to the City under this Contract.

B. Discrimination Prohibited.

- a. **Equal Employment Opportunity.** The Professional Service Provider shall comply with all rules and regulations pertaining to public contracts adopted by the State and the City. The City is an equal opportunity employer.
- b. **ADA.** The Professional Service Provider shall be in compliance with current applicable regulations of the Americans with Disabilities Act.

Article 7: Changes to Contract

- A. **Changes and Alterations.** Any changes or alterations to this Project affecting, inclusive of but not limited to: scope, cost, terms, milestones, deadlines or other significant factors shall be integrated in writing on a City of St. Charles Change Order form. [**Exhibit D**]
- B. **Extension or Renewal of Contract.** The City at its option may extend this Contract for an additional to be determined term if the Professional Service Provider either reduces his price, or holds firm to the proposal prices, conditions and specifications.
- C. **Assignment.** The Professional Service Provider shall not assign, transfer, or subcontract this Contract, in whole or in part, without prior written consent of the City.
- D. **Notification.** All notification under this Contract shall be made as follows:
 - a. **If to the City**
City of St. Charles
Attn: Procurement Division
2 East Main Street
St. Charles, IL 60174
Email: Procurement@stcharlesil.gov
 - b. **With electronic copies to**
Procurement Division: Procurement@stcharlesil.gov
Emma Field: efield@stcharlesil.gov
 - c. **If to the Professional Service Provider**
 - d. **MKSK/ Nicholas P. Kalogeresis/ nkalogeresis@mkskstuidos.com / 312-809-9707**

Article 8: Applicability

- A. **Other Entity Use.** The Professional Service Provider may, upon mutual agreement with any municipality or governmental unit, permit that unit to participate in this Contract for substantially similar consulting services under the same or more favorable price, terms and conditions.
- B. **Waiver.** Any failure of either the City or the Professional Service Provider to strictly enforce any terms, right, or condition of this Contract, whether implied or expressed, shall not be construed as a waiver of such term right or condition.
- C. **Severability.** If any provision of this Professional Service Provider is held to be illegal, invalid, or unenforceable, such provision shall be fully severable, and this Contract shall be construed and enforced as if such illegal, invalid, or unenforceable provision were never a part hereof; the remaining provisions hereof shall remain in full force and effect and shall not be affected by the illegal, invalid, or unenforceable provision or by its severance; and in lieu of such illegal, invalid, or unenforceable provision there shall be added automatically as part of this Contract, a provision as similar in its terms to such illegal, invalid, or unenforceable provision as may be possible and legal, valid and enforceable.
- D. **Governing Jurisdiction.** The parties agree that any disputes, disagreements, or litigation arising from this Contract, between or amongst them, will be heard and resolved exclusively in the courts of the 16th Judicial Circuit, Kane County, Illinois.
- E. **Governing Law.** The parties agree that the laws of the State of Illinois govern this Contract.

In Witness Whereof, the parties have entered into this Contract upon the latter of the date accepted and signed by the City and the date accepted and signed by the Professional Service Provider.

For: City of St. Charles

By: _____
Project Manager -

ATTEST _____

DATE _____

For: Professional Service Provider

If an Individual

By: _____
Signature

Title

If a Partnership

By: _____
Signature

Title

By: _____
Partner

If a Corporation

By: _____
Signature of person authorized to sign

Title

ATTEST _____

If a Joint Venture

By: _____
Signature

Title

By: _____
Signature

Title

DATE _____



2 E. MAIN STREET
ST. CHARLES, IL 60174
630.377.4400
STCHARLESIL.GOV

February 6, 2026

Nicholas Kalogeresis
MKSK
3057 N Rockwell St
Chicago, IL 60618

Dear Nicholas,

The City of St Charles is looking for a qualified consultant or consultant team to perform a survey update to the oldest Historic District in the City, the Central Historic District. This district includes around 275 buildings with few vacant lots.

The surveys were last conducted when City gained a Historic Preservation Ordinance, in 1994. The surveys were done by Dixon Associates/ Architects.

I am reaching out on behalf of the City to inquire if your firm has any interest in performing this survey update. The City is looking to have the following completed for the new survey:

- Updated color image
- Architectural Significance
- Historical Significance
- Date of Construction (on current survey)
- Address and PIN number (City has this information)
- Building Condition
- Architectural Integrity
- Style of Architecture
- Historic Name if applicable (City has this information)
- Architect or Builder
- Architectural Details Description: Foundation, Walls, Roof type, roof material, window type, window materials, type of door, door material, type of porch, material of porch, significant/character defining features, alterations and/or additions, outbuildings/secondary buildings
- If it's a local landmark or if listed on the national register (City has this information)

St Charles has two other Historic Districts, Moody Millington and the Millington Historic Districts. These surveys were last completed in 2003. There are 70 buildings in these additional districts. In addition to these districts, the City has 30 landmarked buildings outside of the Historic Districts that need a survey (City has information on architectural style). The City is interested in a quote for the two other districts and the outside of district landmarks for a resurvey.

The City is looking for a consultant that meets the qualifications of the State, being 36 CFR Part 61, Professional Qualification Standards. Please see attached page for more details.

I have also attached an example of the 1994 survey.

If you are interested in conducting the survey, I ask that you reply with a statement of interest, that includes a cost estimate, time frame for the survey work and a highlight of any past experiences with conducting an architectural survey. The City also requests an example of a previously completed survey and the layout of that survey.

Please respond by Monday March 2, 2026. Thank you.

Sincerely,

A handwritten signature in cursive script that reads "Emma Field".

Emma Field, AICP
Planner, Community Development
efield@stcharlesil.gov
630-443-3958

CITY OF ST. CHARLES

REQUEST FOR QUOTATION FOR HISTORIC DISTRICT AND LANDMARK SURVEY UPDATES

March 2, 2025



MKSK

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WE ARE COMMITTED TO SOLVING THE PRESSING ISSUES IN OUR CITIES AND COMMUNITIES. WE DO THIS BY FOCUSING ON THE INTERACTION BETWEEN **PEOPLE AND PLACE**. WE BUILD ON LOCAL STRENGTHS TO CREATE STRONGER COMMUNITIES AND HEALTHIER ENVIRONMENTS.

Via Electronic Communication

MKSK

March 2, 2026

Ms. Emma Field, Planner
City of St. Charles
2 East Main Street
St. Charles, Illinois 60174-1984

RE: Statement of Interest for a Request for Quotation for Historic District and Landmark Survey Updates

Dear Ms. Field:

On behalf of **MKSK** and **Douglas E. Gilbert**, we would like to thank you for the opportunity to present our letter of interest, professional qualifications, and quotation for services for undertaking an intensive level architectural and historical survey and documentation of the Central, Moody Millington and the Millington Historic Districts, as well as 30 landmark properties

Our Team comprises experienced preservation planners, architectural historians, and preservation architects with experience in every facet of architectural and historical surveys. This includes historic context research, in-the-field documentation, photography, and the evaluation of properties as part of comprehensive survey projects. We are also skilled in utilizing the latest digital field survey technologies, which enable a seamless transition from on-site survey data collection to usable databases for integration into local Geographic Information Systems. We also strive to make our surveys useful to communities, by crafting survey area context statements to support the development of walking tours, information brochures, and educational materials for education and outreach. Most importantly, our surveys provide thorough documentation as a basis for effective community preservation planning.

Beyond our qualifications, our Team has collaborated on a range of survey assignments for Chicago-area communities. Prior to joining MKSK in 2024, I collaborated with Doug Gilbert on survey projects in Berwyn, Downers Grove, Evanston, River Forest, and Highland Park. We collaborated on a 3,000-plus property survey for the Village of River Forest in 2012, which included a series of context essays on the community's history and its architects who helped design its Prairie School masterpieces and Revival-styled estates. In 2015, we conducted an intensive survey and inventory of several neighborhoods in Downers Grove, which helped spark renewed interest and enthusiasm for preserving local heritage. Also, in 2015, we completed an intensive level survey project in Evanston that documented 400 plus local landmark properties located outside their six historic districts. We are currently completing a survey of six neighborhoods in West Chicago.

In addition to our survey work, we are experienced preservation planners, having undertaken assignments from municipal and county-wide preservation plans to extensive practice experience in preparing National Register nominations for large residential and commercial area historic districts. Our National Register work has led to the revitalization of neighborhoods and the reuse of buildings through the Federal and State Historic Preservation Tax Credit Programs.

What interests our team in this planning project is the prospect of collaborating with the City of St. Charles, its Historic Preservation Commission, residents, and preservation advocates to undertake an important update to its historic resources inventory. We understand the districts subject to this survey assignment comprise a mix of Victorian and eclectic home from the late 1800s to the decades leading up to World War II — Queen Anne, Craftsman, Prairie-style homes, and more — property types that are right up our alley. This assignment is also an opportunity to build on past successes and address current preservation needs.

We look forward to addressing any questions you may have regarding our qualifications, approach, and cost estimates.

Respectfully submitted,



MKSK, Inc.
Nicholas P. Kalogeresis, AICP, Associate Principal, Principal in Charge
nkalogeresis@mkskstudios.com
312.809.9707

cc: Jane Jordan, CBD0, Principal, jjordan@mkskstudios.com

FIRM OVERVIEW

MKSK



Together we plan and design a world in which we all want to live.

MKSK is a collective of Planners, Urban Designers, and Landscape Architects, founded in 1990, who are passionate about the interaction between people and place. We are an employee-owned practice with a network of twelve metropolitan studios in Illinois, Indiana, Ohio, Kentucky, New York, South Carolina, Georgia, Florida, and the District of Columbia. MKSK works to solve the pressing issues in our cities and communities, and build places where people want to live. We work with communities and clients to reimagine, plan, and design dynamic environments for the betterment of all. MKSK approaches planning and design with a clear understanding that each place is unique and has economic, social, environmental, historical, and cultural influences which should be explored through thoughtful, context sensitive design. We help communities and our clients meet the challenges of changing global conditions through the MKSK LAB for Climate and Biodiversity Resilience.

We shape place to improve lives, and we share our transformational stories and the power of strong planning and design to inspire ourselves, our peers, and the world to work together for the common good. Together we plan and design a world in which we all want to live.

Point of Contact:

Brett Weidl, ASLA, PLA, LEED AP, Principal
 3057 North Rockwell Street, Chicago, Illinois 60618
 bweidl@mkskstudios.com
 847.910.1406

COLUMBUS	614.621.2796
ATLANTA	404.500.8575
CHICAGO	312.809.9707
CINCINNATI	513.818.3842
CLEVELAND	216.423.6150
GREENVILLE	864.626.5715
INDIANAPOLIS	317.423.9600
LAFAYETTE	765.250.9209
LOUISVILLE	502.694.1416
ORLANDO	407.871.9607
ROCHESTER	614.621.2796
WASHINGTON DC	202.543.6550

[mkskstudios.com](https://www.mkskstudios.com)

HISTORIC PRESERVATION PLANNING

MKSK



MKSK understands that historic preservation plans must address the preservation of key landmarks and districts. Preserving historic places helps retain the visual record of ourselves and our communities – the visible links of our collective past and culture. Yesterday’s preservation plans, however, while focusing mostly on identifying future landmarks and districts, are not enough to address the complex livability and quality of life issues facing our communities today. Today’s preservation plans must be relevant to today’s needs, including creating new jobs, retaining naturally occurring affordable housing, revitalizing traditional neighborhoods and downtowns, and addressing environmental stewardship, and sustainability. They must also inspire the involvement of younger generations and more diverse populations to participate in local preservation efforts.

Our goal in our preservation planning is to identify key strategic actions that build a more robust community historic preservation ethic. We also identify preservation opportunities that attract investment, support a community’s future vision, and enhance the quality of life and economic opportunity for all residents. We accomplish this through thorough analysis and effective community engagement that fosters stakeholder participation and ownership.

The following principles guide our preservation planning practice:

- We bring a **critical understanding of community planning, architectural history, and preservation strategies.**
- We recognize key success factors for implementation such as **funding, stakeholder, and community buy-in, resource commitments, political will, and leadership.**
- We align public and private sector goals into **implementation actions that offer results in revitalizing downtowns and neighborhoods, enhancing tourism, facilitating catalytic adaptive use, and preserving places that matter.**
- **We champion urban placemaking, arts and culture connections, walkable districts, multi-modal transportation enhancements, and sustainable healthy community design practices** that result in significant reinvestment.
- We bring broad experience in **ordinances, funding, and regulatory tools.**
- We offer a variety of live and virtual **public engagement opportunities** to gain the community’s interest and input.
- **We create exciting and achievable visions** that motivate leaders, stakeholders, funders, and the public, which lead to successful preservation projects.
- We understand the importance of **careful and thoughtful quality planning** that preserves each community’s unique sense of place and character.

FIRM OVERVIEW AND TEAM EXPERIENCE

MKSK, and **Douglas E. Gilbert** are a team of committed preservation planners, architectural historians, and preservation architects passionate about helping communities preserve their irreplaceable heritage. We are experienced in documenting architectural and historical resources through various survey efforts for communities in the Chicago metropolitan area.

PRIME CONSULTANT AND TEAM LEAD

MKSK

Since its founding in 1990, MKSK has served a diverse range of public and private sector clients, including city planning departments, urban design and historic preservation commissions, economic development entities, neighborhood associations, colleges, and universities, as well as developers and investors. The firm's planning work focuses on addressing complex planning issues for downtowns, historic places, neighborhoods, corridors, streetscapes, and public spaces. MKSK has recently completed preservation plan assignments in Hot Springs, Arkansas, and Manhattan, Kansas, as well as a set of historic district design guidelines for the City of St. Louis, Missouri. MKSK has studio locations in Chicago, IL; Atlanta, GA; Cincinnati, Columbus; and Cleveland, OH; Greenville, SC; Indianapolis and Lafayette, IN; Louisville, KY; Orlando, FL; and Washington, D.C.

As part of our work, MKSK is committed to addressing the critical planning and design issues of our time, including climate change, resiliency, and equity. We achieve this by focusing on the interaction between people and places and by building on local strengths to create stronger communities and healthier environments. Preserving older buildings is one way in which communities can reduce carbon emissions and waste in landfills.

MKSK will serve as the project prime and manager with roles and responsibilities for this assignment including:

- Project Manager and Principal Preservation Planner
- Property Research
- Field Survey Planning and On-Site Survey Work
- Community Engagement

Assigned Staff:

Nicholas P. Kalogeresis, AICP, Associate Principal and Principal-in-Charge for this assignment, possesses experience and skills in historic preservation planning, including preparing preservation plans, historic and cultural resource surveys, and creating landmark district design guidelines for various cities and counties across the country. Before joining MKSK in March 2024, Nick served as an Associate Principal at the Lakota Group from 2008 to 2024 where he started the firm's preservation planning practice. During his tenure at Lakota, Nick completed both small and large scale survey assignments for several communities in the Chicago metropolitan area.

In addition to his survey work, in recent years, Nick has also completed the *2022-2032 State Historic Preservation Plan* for the Texas Historical Commission. In 2009, he led a planning process to prepare the City of San Antonio's first citywide historic preservation plan. Before joining Lakota, Nick served as a Program Associate at the National Main Street Center from 1998 to 2008. Nick is certified under the Code of Federal Regulations, 36 CFR Part 61, Professional Qualifications Standards for History and Architectural History. He is also a member of the American Institute of Certified Planners. Nick lives in Oak Park, Illinois. Nick will serve as the principal surveyor and project manager for this assignment.

Carley Lemmon is an MKSK Planner with a professional background in public sector planning with the City of Valparaiso, Indiana, providing staff support for its Historic Preservation Commission, conducting public meetings, coordinating project reviews with municipal departments, mapping, and community engagement. She holds a planning degree from Ball State University. Carley will provide mapping and staff support for this survey assignment.

Benjamin Kern, CNU-A, is an MKSK Associate Planner over a decade of experience across the public, private and non-profit sectors and thrives at the convergence of mapping technologies with the ever-changing issues that communities face as they mature. Ben received a bachelor's degree in Geographic Information Systems from Appalachian State University and master's degree in Spatial Analysis for Public Health from Johns Hopkins University. Ben will provide support for mapping, GIS and StoryMap production.

SUBCONSULTANT TEAM

Douglas E. Gilbert

Douglas E. Gilbert is an Oak Park, Illinois-based architect specializing in historic preservation, building documentation, design guidelines, architectural and historical surveys, historic structures reports, and preservation planning. The firm helps clients preserve and retain each building's architectural qualities and attributes while finding creative and realistic solutions to preservation and reuse challenges. The firm collaborates with numerous public and private sector clients, spanning a range from small to large-scale rehabilitation projects. Doug is certified under the National Park Service's professional qualification standards in 36 CFR 61 for Architecture and Preservation Architecture. He also served as Chair of the Oak Park (IL) Historic Preservation Commission between 2001 and 2007. Doug will assist in the on-site survey work.

Douglas E. Gilbert's project roles and responsibilities will include:

- Field Survey Planning and On-Site Survey Work
- Property Research

FIRM RESOURCES AND CAPACITY

MKSK has an outstanding record of successfully managing projects and delivering them on time. Establishing a reasonable project schedule and integrating adequate internal planning review and comment periods, as well as external client review, are critical to timely project delivery. Clear leadership assignments, practical project and team management, quality assurance and quality control, and appropriate allocation of experienced production staff are equally crucial to a successful design and design process. Through our Team's experience, expertise, leadership, and staff availability, the City of St. Charles will be assured that our team will not have difficulty meeting the project schedules. Our capacity to perform this work is summarized as follows:

- Key members of our project team are available to begin working on this project without delay.
- We have built the needed depth into our project team to meet the requirements of this project.
- We have a proven record of meeting clients' design schedules and budgets.

Leadership and staff identified in this proposal by MKSK and our consultant partners possess the required experience, expertise, and availability to meet every aspect of the scope of services as described within the specified timeframe.

The MKSK Team has all the necessary facilities and a virtual network to deliver the project successfully. Our offices run the latest Windows Office 365 Operating Systems, which allow for moving projects and data between offices as workloads and schedules demand. Our network supports large file transfers, Cloud-based collaboration tools, and FTP capabilities, as needed on a project-by-project basis. We employ a staff of IT technicians to ensure that our software and hardware are up-to-date and compatible with the latest versions, enabling us to provide expedited technical support.

PROJECT MANAGEMENT

An MKSK Associate Principal will be the day-to-day project manager to ensure continuity, effective communication, and management. MKSK will conduct all staff report writing tasks and research, facilitate regular bi-weekly or monthly coordination calls with City of St. Charles staff. MKSK assumes the City of St. Charles will assist in communicating Historic Preservation Commission meeting dates and agendas and access to information, such as GIS and building permit data. The Team can attend an introductory meeting with the Historic Preservation Commission to provide and overview of the survey project and provide regular updates as needed during the course of the survey process. We will respond to email inquires in 24 hours.



PROJECT TEAM ORGANIZATION

CITY OF ST. CHARLES
CITY STAFF
HISTORIC PRESERVATION COMMISSION



PROJECT TEAM

MKSK

Nicholas Kalogeresis, AICP
Associate Principal
Principal in Charge
Chief Surveyor + Historic Preservation Planner



Douglas E. Gilbert, Architect
Architectural Surveyor



MKSK

Benjamin Kern
Mapping + GIS



MKSK
Carley Lemmon
Project Planner, Mapping

NICHOLAS P. KALOGERESIS, AICP

Associate Principal, Planner

MKSK

Nick believes the most compelling places are those that embrace both the old and new, and the transformational power such environments have in enhancing a community's economic, social, and cultural well-being.

Nick brings more than three decades of diverse historic preservation planning experience in cities and communities around the country. His work includes historic preservation plans, historic district design guidelines, architectural and historical surveys, National Register nominations, Main Street revitalization, and preservation-based economic development and community planning. Nick's approach to preservation planning focuses on energetic community engagement and thoughtful storytelling in conveying preservation's possibilities and opportunities.

Experience Prior to MKSK

Our Resilient Heritage-2023-2032 Texas Statewide Historic Preservation Plan
Austin, Texas

Arts, Culture, and Historic Preservation Plan
Sandpoint, Idaho

Community Historic Preservation Plan
Bloomington, Illinois

Heritage Resources Plan
Rock Island, Illinois

Illinois Statewide Historic Preservation Plan
Springfield, Illinois

Local Historic District Community Engagement Initiative
Stoughton, Wisconsin

Strategic Historic Preservation Plan
San Antonio, Texas

Historic Preservation Plan
Anaconda-Deer Lodge County, Montana

Citywide Historic Preservation Plan
Kansas City, Kansas-Wyandotte County

Historic Preservation Plan
Albany, New York

Education

University of Illinois at Urbana-Champaign,
Masters in Urban and Regional Planning, 1991
Elmhurst University,
Bachelor of Arts in History and Urban Studies, 1988

Registration

Certified Planner, American Institute of Certified Planners

Professional Affiliations

Adjunct Lecturer, Historic Preservation, School of the Art
Institute of Chicago
Adjunct Lecturer, Historic Preservation, University of Illinois
at Chicago
American Planning Association
Lambda Alpha International
Municipal Design Review Network, DePaul University
Urban Design and Preservation Division, American Planning
Association

Boards & Commissions

Preservation Action
Village of Oak Park Historic Preservation Commission



NICHOLAS P. KALOGERESIS, AICP

COMPLETE PORTFOLIO

MKSK

Relevant Project Experience Prior to Joining MKSK, serving as Principal in Charge and Project Manager while at the Lakota Group.

Survey, Documentation, and National Register Projects

- HABS Recordation of the University Place Christian Church Complex, Champaign, Illinois (*with MKSK*)
- Architectural and Historical Survey, West Chicago, Illinois (*with MKSK*)
- Architectural and Historical Survey, Downers Grove, Illinois
- Landmark Inventory, Evanston, Illinois
- Central Downtown Springfield Survey and National Register Nomination, Springfield, Illinois
- Downtown Peoria National Register District Nomination, Peoria, Illinois
- Downtown Architectural Survey and Design Guidelines, DeKalb, Illinois
- Village-Wide Architectural and Historical Survey, River Forest, Illinois
- City of Highland Park (IL) Sunset Park Architectural and Historical Survey
- City of Highland Park (IL) Central East and Central Avenue/Deerfield Road Architectural and Historical Survey
- Village of Kenilworth (IL) Green Bay Road Survey (with Benjamin Historic Certifications)
- City of DeKalb (IL) Downtown Architectural and Historical Survey and Design Guidelines

Historic Preservation Plans

- Heritage and Historic Preservation Plan, Hot Springs, Arkansas (*with MKSK*)
- Historic Preservation Plan, Manhattan, Kansas (*with MKSK*)
- Illinois Statewide Historic Preservation Plan, Springfield, Illinois
- Citywide Historic Preservation Plan, Erie, Pennsylvania
- Historic Preservation Plan, Warrensburg, Missouri
- Citywide Historic Preservation Plan, Unified Government of Kansas City and Wyandotte County
- Our Resilient Heritage-2023-2032 Texas Statewide Historic Preservation Plan, Austin, Texas
- Arts, Culture, and Historic Preservation Plan, Sandpoint, Idaho
- Community Historic Preservation Plan, Bloomington, Illinois
- Historic Preservation Plan, El Dorado, Arkansas
- Historic District Design Guidelines, Eureka Springs, Arkansas
- Historic Preservation Plan, Cumberland, Maryland
- Heritage Resources Plan, Rock Island, Illinois
- Historic Preservation Plan, Albany, New York
- Heritage Resources Plan, Rock Island, Illinois
- Historic Preservation Plan, Albany, New York
- Historic Preservation Plan and Design Guidelines, Anaconda-Deer Lodge County, Montana
- 10-Year Historic Preservation Plan, Belvidere, Illinois
- Heritage Preservation Plan, Racine, Wisconsin
- Historic Preservation Strategic Plan, Tyler, Texas
- Historic Preservation Plan, Denton, Texas
- Phase 1 Historic Preservation Plan, Maui County, Hawaii

Design Guidelines and other Preservation Related Projects

- City of St. Louis Historic Design Standards Template, St. Louis, Missouri (*at MKSK*)
- Historic District Design Guidelines, Joliet, Illinois
- Mission District Design Guidelines, San Antonio, Texas
- Enos Park Neighborhood Conservation District Design Guidelines, Springfield, Illinois
- Historic District Design Guidelines, Naperville, Illinois
- Oregon Main Street Revitalization Services, State of Oregon

CARLEY LEMMON

Planner

MKSK

Carley is a planner who values a community-based approach toward planning and design.

With a focus on creating vibrant, engaged communities, she brings experience from her background in the public sector as an Assistant City Planner at the City of Valparaiso, where she provided technical review and engaged with the Valparaiso community on planning-related issues, processes, and requirements. Her public sector background has shaped her ability to understand how to engage with community members, achieve the community's goals, and create content that effectively relays planning processes and information to the community. Across her work, Carley seeks to assist communities with developing plans and standards that promote equitable land use, forward-thinking practices, and focus on improving quality of life.

Project Experience

Heritage and Historic Preservation Plan
Hot Springs, Arkansas

Manhattan, Kansas Historic Preservation Plan
Manhattan, Kansas

West Street Corridor Plan
Valparaiso, Indiana

Lebanon Redefined 2025: Comprehensive Plan Update
Lebanon, Indiana

LEAP Lebanon Innovation District Master Plan, Design Guidelines, and Planned Unit Development Zoning
Lebanon, Indiana

AARP Community Challenge Grant – ADUs
Louisville, Kentucky

Battlefield Zoning District Revisions
Monroe, Michigan

Missing Middle Housing
Louisville, Kentucky

Porter County, IN Comprehensive Plan Update
Porter County, Indiana

East Lexington Trail Connectivity & Traffic Safety Study
Lexington, Kentucky

Education

Ball State University,
Bachelor of Arts, Urban Planning and Development, 2017

Professional Affiliations

American Planning Association



BENJAMIN KERN, CNU-A

Associate, Planner

MKSK

Ben is an adaptable and motivated explorer of both the world and the data it generates, with a passion for approaching the invisible world of information and making it visible and digestible, and in doing so shifting paradigms and informing action steps.

With a decade of experience across the public, private, and non-profit sectors, Ben thrives at the convergence of mapping technologies with the ever-changing issues communities face as they mature. These tools have the ability to approach issues with a uniqueness of perspective and context, honoring the interconnected nature of our world and helping communities make more holistic decisions. As much as he likes working with data, the art of storytelling is something that Ben values greatly as well, knowing it has a powerful effect and goes a long way in helping a community articulate its vision and move collectively toward an exciting future.

Project Experience

Hilton Head Trends and Conditions Assessment
Hilton Head, South Carolina

Decatur Town Center Plan 2.0
Decatur, Georgia

Windward/Highway 9 Strategic Master Plan
Alpharetta & Milton, Georgia

Downtown Columbia Strategic Plan
Columbia, South Carolina

Indianapolis Greenways Strategic Plan
Indianapolis, Indiana

Blueprint Bluffton Comprehensive Plan
Bluffton, South Carolina

Clark County-Springfield Active Transportation Plan
Clark County, Ohio

Madison County Comprehensive Plan
Madison County, Ohio

Experience Prior to MKSK:
North Point Creative Placemaking Plan
Alpharetta, Georgia

Education

Johns Hopkins University,
Master of Spatial Analysis for Public Health, 2020
Appalachian State University,
Bachelor of Geographic Information Systems, 2013

Boards & Commissions

Congress for New Urbanism (CNU-Accredited)



mkskstudios.com

Douglas E. Gilbert ————— 220 South Maple Avenue #41
Oak Park, Illinois 60302
708.660.1749 cell: 708.822.7794
dgilbertarchitect@att.net www.dgilbertarchitect.com

Professional Experience ————— **Douglas Gilbert Architect, Inc., Oak Park, Illinois
Founded 2010**

Douglas Gilbert is an award winning architect with over 25 years experience in preserving and restoring historic architecture. His practice focuses on residential restoration and additions, small commercial renovation, building assessments, historic structure reports, adaptive re-use, tax credit consulting, National Register nominations, and preservation consulting. His expertise includes buildings of the Prairie and Chicago Styles, 20th century modern architecture, preservation design review, "Main Street" commercial design and revitalization, building assessments and historic research.

**Harboe Architects, PC, Chicago, Illinois
2006 - 2009
Project Architect**

Harboe Architects is an award-winning preservation firm with expertise on exterior façade restoration, historic structure reports, adaptive re-use, tax credit consulting, and preservation consulting. Project types include commercial and residential buildings and institutional facilities spanning from early Chicago skyscrapers to Frank Lloyd Wright designs to mid-20th century modernist landmarks.

Responsible for entire projects from conception through completion including extensive interaction with clients, consultants and contractors.

**McCluer, Chicago, Illinois (later Austin/AECOM)
1997 - 2006
Project Architect, Preservation Group**

The McCluer Preservation Group was a nationally recognized preservation team with project types including commercial and institutional buildings.

Responsible for design, documentation and detailing requiring significant interaction with clients, consultants and contractors.

**Illinois Historic Preservation Agency, Springfield, Illinois
1994 - 1997
Chief Designer, Illinois Main Street Program**

Illinois Main Street provides design assistance to downtown commercial building owners within statewide communities participating in the Main Street program. Services included façade design and restoration, design training, and financial incentive consultation.

Responsibilities also included Federal Tax Credit program reviews, federal and state preservation compliance reviews, as well as general preservation outreach throughout the State of Illinois.

Education ————— **University of Illinois at Urbana-Champaign**
Master of Architecture, May 1994
Preservation Option

University of Illinois at Urbana-Champaign
Bachelor of Science in Architectural Studies, May 1992
Study Abroad Program, Versailles, France, 1990/91

Selected Projects**McCormick Rowhouse Consulting***Client:* Seminary Townhouse Association*Location:* Chicago, Illinois

Preservation compliance review for a homeowners association that manages a rowhouse complex built as the McCormick Theological Seminary in the 1880s. The complex is a Chicago Landmark District and several townhomes have facade easements. Projects reviewed include exterior alterations and additions. A revision of the window guidelines was completed in 2021. Revisions to the main guidelines were completed in 2022.

Year Completed: 2020 - present**Barrington Preservation Review Consulting***Client:* Village of Barrington*Location:* Barrington, Illinois

Preservation compliance review for the Architecture Review Committee that oversees design review in the Barrington Historic District. Projects reviewed include exterior alterations and additions. Work also includes advice on changes to the review guidelines and permitted substitute materials.

Year Completed: 2021 - present**Madison, Indiana Architectural Survey***Client:* City of Madison*Location:* Madison, Indiana*Project Team:* Lakota Group, Douglas Gilbert Architect, Ruskin ARC

Historic and architectural survey of over 2,000 properties. Survey work included field documentation to update its inventory of historic buildings. Madison is a National Historic Landmark District and the survey included architecture ranging from the early-19th century through the mid-20th century, including Federal, Greek Revival and Italiante style houses and commercial buildings.

Year Completed: 2022**Lombard Architectural Surveys***Client:* Village of Lombard*Location:* Lombard, Illinois

Historic and architectural surveys of architecturally significant properties. Survey work included historic research and field documentation. Lombard is a historic west-suburban community and the surveys included architecture ranging from the mid-19th century through the mid-20th century.

Year Completed: 2014, 2015, 2016**Evanston Historic Landmarks Survey***Client:* City of Evanston*Location:* Evanston, Illinois*Project Team:* Lakota Group, Douglas Gilbert Architect, Bailey Edwards Design, PlaceVision

Historic and architectural survey of over 400 Evanston Historic Landmark properties. Survey work included historic research and field documentation to update its inventory of historic landmarks. Evanston is a historic north-suburban community and the survey included architecture ranging from the mid-19th century through the mid-20th century.

Year Completed: 2015

Selected Projects**Millard House***Client:* Gale and Eric Rothner*Location:* Highland Park, Illinois*Project Team:* Douglas Gilbert Architect, Elizabeth Trail Architect

Award winning design for an extensive restoration/rehabilitation and garage addition of a Prairie Style house designed in 1906 by Frank Lloyd Wright. The clients saved the house from likely demolition and undertook the project with an eye to making it liveable and functional for a 21st century family. They donated the house to charity upon completion.

Year Completed: 2018**Oak Park Bank***Client:* Wintrust*Location:* Oak Park, Illinois*Project Team:* Whitney Architects, Douglas Gilbert Architect

Preservation consulting and storefront design for an early 20th century commercial building in Oak Park. The commercial storefront in the designated historic building was converted into a bank, with sensitive adaptations to the exterior.

Year Completed: 2021**Rockford Indoor City Market***Client:* Rock River Development Partnership*Location:* Rockford, Illinois*Project Team:* Larson & Darby, Douglas Gilbert Architect

Preservation and tax credit consulting for an award-winning rehabilitation of two early 20th century commercial storefront buildings in downtown Rockford. The buildings were restored and converted into a year-round, indoor farmers marketplace. The scope of work included consulting on the recreation of the historic storefronts and the reconstruction on one of the masonry facades.

Year Completed: 2019**Illinois Railway Museum Visitors Center***Client:* Illinois Railway Museum*Location:* Union, Illinois*Project Team:* Larson & Darby, Douglas Gilbert Architect

Facade design for a planned new visitors center. One elevation is designed to look like a traditional Midwestern street dating from 1958. The storefronts will incorporate traditional "Main Street" elements such as brick, stone, sheet metal and materials salvaged from historic buildings.

Year Completed: 2016**CA Flats***Client:* Urban Equities Partnership*Location:* Rockford, Illinois*Project Team:* Larson & Darby, Douglas Gilbert Architect

Preservation and tax credit consulting for an early 20th century commercial storefront building in downtown Rockford. It was adaptively reused for ground floor retail and upper floor apartments. The scope of work included replacement windows, terrazzo repairs, and restoration of the storefronts and prism glass transoms.

Year Completed: 2021

Licensure

————— Licensed Architect: Illinois and New Mexico
NCARB Certification: 75079

**Professional Memberships &
Community Service**

————— *Oak Park Historic Preservation Commission*
Chair, 2002 - 2008

Illinois Historic Sites Advisory Council
Council Member, 2005 - 2007
Chair, 2009 - 2011

Landmarks Illinois
Preservation Funds/Easement Committee, 1999 - 2005
Driehaus Courthouse Initiative Committee, 2009 - 2013

Frank Lloyd Wright Conservancy
Advocacy & Restoration Committees, 2013 - 2020

Pleasant Home Foundation
Board of Directors, 2012 - 2020 (Board President 2016)

Frank Lloyd Wright Preservation Trust
Home & Studio Interpreter, 1998 - 2003
Wright Plus Volunteer, 1998 - 2015
Restoration Committee, 2008 - 2012

Honors / Awards

————— *University of Illinois, Urbana-Champaign*
Francis J. Plym Traveling Fellowship, 2009
AIA Henry Adams Architecture Medal, 1994

Millard House, Highland Park, Illinois
Highland Park Preservation Commission Award for Restoration, 2020

Pleasant-Maple Condo Association, Oak Park, Illinois
Oak Park Historic Preservation Award for Restoration, 2012

Sullivan Center, Chicago, Illinois (Harboe Architects)
AIA Illinois Crombie Taylor Honor Award, 2012
LPCI Driehaus Foundation Award for Restoration and Rehabilitation, 2010

Annie May Swift Hall, Evanston, Illinois (Harboe Architects)
Margery B. Perkins Preservation Award, 2009

Robert Emmond House, LaGrange, Illinois (Harboe Architects)
LPCI Driehaus Foundation Award for Restoration and Rehabilitation, 2008

S.R. Crown Hall, Chicago, Illinois (Austin AECOM)
AIA Chicago Distinguished Building Citation of Merit, 2006
LPCI Driehaus Foundation Award for Project of the Year, 2006

Reliance Building/Hotel Burnham, Chicago, Illinois (McClier)
AIA Honor Award for Architecture, 2001
National Trust for Historic Preservation Honor Award, 2001
LPCI Driehaus Foundation Award for Project of the Year, 2000
AIA Chicago Distinguished Building Citation of Merit, 2000

Humboldt Park Stables, Chicago, Illinois (McClier)
LPCI Driehaus Foundation Award for Restoration and Rehabilitation, 1998

Village of Oak Park
Volunteer of the Year, 2008

**Selected Publications &
Lectures**

Adjunct Professor, History of Architecture I & II
Triton College, Fall 2017 - Present

Guest Lecturer Various Topics, Restoration Design Studio
School of the Art Institute, 2004; 2008; 2011-22

Seminar Speaker, "The Design and Restoration of the Reliance Building"
Chicago Architecture Foundation, NEH Educators Workshop, 2009-21

Speaker, "Historic Preservation Along State Street & Michigan Avenue"
Chicago Architecture Foundation, Docent Training, 2015, 2023

Speaker, "Sullivan in the Loop"
Landmarks Illinois Preservation Snapshot Series, September 2014

Speaker, "Building on the Past: Adding to Historic Structures in Europe"
AIA Chicago Historic Resources, February 2011

Co-Speaker, "The Intersection of Sustainability and Preservation in Europe"
APT National Convention, October 2010

Speaker, "Saving 20th Century Architecture - Lessons From Europe"
AIA Chicago Historic Resources, April 2010

Seminar Speaker, "Uncovering Sullivan"
Faculty of Architecture - Technical University of Lisbon, November 2009

Panelist, "Court Rules - Landmarks Ordinances Threatened?"
AIA Chicago Historic Resources, May 2009

Speaker, "Uncovering Sullivan"
Landmarks Illinois Preservation Snapshot Series, May 2009

Co-Speaker, "Window Restoration: Embodied Energy & Efficient Performance"
Traditional Building Conference, September 2008

Co-Speaker, "Crown Hall: Restoration, Greening & Renovation"
Green Build Conference, November 2007

Co-Speaker, "Enlightening Interiors: Chicago Board of Trade"
AIA Chicago Historic Resources, March 2007

Co-Speaker, "Standing Tall: 19th Century Skyscrapers in Chicago"
AIA National Convention, May 2005

Panelist, "Interpreting the Standards"
National Alliance of Preservation Commissions, July 2004

Seminar Speaker, "Preservation Issues After the Nisqually Earthquake"
AIA Chicago Historic Resources, July 2002

Brochure Co-Author, "Walking Tour of Historic Downtown Forest Park"
Forest Park Main Street Redevelopment Association, 2001

"A Universal Space with World Wide Appeal: Mies van der Rohe's Crown Hall"
Historic Illinois, December 2001

Author, "Down on Main Street: Downtown Renovations Looking Up"
Historic Illinois, August 1995

PROPOSED SCOPE OF SERVICES

The following is our project understanding and proposed scope of services for the City of St. Charles survey assignment. These elements focus on conducting new and additional historic context research as needed to understand the evolving significance of historic properties, the refinement or creation of a new survey form, the on-site field survey, and the preparation of final survey forms, maps, and other related deliverables.

Our scope of services includes:

- **Historic Context Research.** We will conduct background research into properties within the survey area as necessary, to place them in their proper historical contexts and to understand their historical, architectural, and cultural significance. The research, to be completed before and during the on-site survey, may include the following activities:
 - » Gather and review previous research on notable architects, builders, and developers, and conduct interviews, as necessary, with individuals and organizations that have conducted similar research.
 - » Review research and information sources collected during previous survey and documentation efforts in St. Charles.
 - » Review any relevant information from the Historic Architectural Resources Geographic Information System maintained by the Illinois State Historic Preservation Office (Illinois SHPO) housed within the Illinois Department of Natural Resources.
 - » Review existing nominations to the National Register of Historic Places to garner information on local architects, styles, historical figures, and builders in St. Charles.
 - » Obtain and review plat, subdivision, and Sanborn Fire Insurance maps, as well as other maps and atlases, to understand the historical development of the survey areas.
 - » Review building permits as necessary, if available, to understand the dates of construction, the names of builders and/or architects, the original owner, and the dates of any building changes and alterations.
 - » Collect historic photographs where available to understand the original construction and design of historic resources.
 - » Consult various publications, city directories, and newspaper articles to gain insight into the perspectives of historical figures, merchants and businesses, builders, and architects.
 - » Consult various publications and research materials, such as *A Field Guide to American Houses*. Virginia Savage McAlester. Alfred A. Knopf, 2013, to confirm architectural styles and property types.
 - » Visit the St. Charles Public Library District and the St. Charles History Museum to review available historical and genealogical resources, photos, and other information.
- **Survey Form and On-Site Survey.** With initial building research completed, the MKSK Team will proceed with the on-site survey of the Central Historic District. The key elements of this task will include:
 - » Conduct a discussion with the City and the Historic Preservation Commission on creating a standardized survey form for all landmark properties and those located within the historic districts. The form used in past survey efforts is a cross between forms used in reconnaissance and intensive level surveys. Discussion should focus what is the desire level of detail desired in this effort that may be useful for a variety of needs, including local Certificate of Appropriateness design review. At the least, any new survey form should be used consistently between all districts and landmarks. The MKSK Team will ultimately create a survey form based on City and Historic Preservation Commission feedback and/or Illinois SHPO suggestions and following the National Park Service's *National Register Bulletin #24: Guidelines for Local Surveys*.

The survey form will incorporate the following fields as request by the City of St. Charles:

- Address and Property Identification Number
- Historic Name if applicable
- Date of Construction (on current survey)
- Existing Landmark Status (Local or National Register)
- Outbuildings or Secondary Buildings
- Style of Architecture
- Building Condition and Architectural Integrity
- Known Architect or Builder
- Architectural Details Description: foundation, walls, roof type, roof material, window type, window materials, type of door, door material, type of porch, material of porch, significant character defining features, etc.



- Visible alterations and/or additions
 - Architectural and Historical Significance
 - Updated Color Photographs
 - Representation in Previous Surveys
- » Discuss and review with the Historic Preservation Commission the common property types, architectural styles, and landscape elements identified in the survey area before the on-site survey work.
 - » Utilize a survey technology platform and iPads to input survey data in the field, facilitating the download and integration of data into the City's Geographic Information Systems after completion of the survey project. The Team will also upload and information collected from previous research and documentation efforts.
 - » Conduct the survey to document all exterior architectural elements and features visible from the public right-of-way, including garages and accessory buildings.
 - » Photo-document building elevations, garages, and other secondary buildings viewed from the public right-of-way. Each survey form will include at least three to four digital photographs documenting the specific historic resource and accessory buildings. All photos will be labeled according to City naming requirements and burned to a CD-R Archival Gold disk upon project completion.
 - » Based on the information provided by the City of St. Charles, there are approximately 270 properties or parcels to resurvey in the Central Historic District with an additional 70 properties located in the Moody-Millington, and Millington as well as 30 landmarks outside the historic districts. The entire on-site survey will take approximately three (3) to four (4) weeks on-site time to complete. Each property will take ten (10) to fifteen (15) minutes to survey and complete.
- **Survey Software and Database.** The MKSK Team will use the SiteVista (PlaceVision) digital survey management system for in-the-field data collection. A 12-month licensing fee will be required to use the system during the project's duration.
 - **Mapping.** Upon completion of the on-site survey work, MKSK will map each property according to the appropriate evaluation category. Maps will be delivered in a PDF format.
 - **Evaluation Criteria.** The MKSK Team will use the evaluation criteria for the National Register of Historic Places and the City of St. Charles's landmark and historic district designation to evaluate the architectural and historical significance of properties within the survey area. Using both evaluation criteria will help determine which properties or neighborhoods may qualify for National Register, Local Landmark, or District designation.

City of St. Charles designation criteria for landmarks and historic districts include:

- » Has character, interest or value which is part of the development, heritage or cultural character of the community, county, state or nation.
- » Is the site of a significant local, county, state or national event.
- » Is identified with a person who significantly contributed to the development of the community, county, state or nation.
- » Embodies distinguishing characteristics of an architectural style valuable for the study of a period, type, method of construction or use of indigenous materials.
- » Is identified with the work of a master builder, designer, architect or landscape architect whose work has influenced the development of the area, the county, the state or the nation.
- » Embodies elements of design, detailing, materials, or craftsmanship that are of architectural significance.
- » Embodies design elements that make it structurally or architecturally innovative.
- » Has a unique location or physical characteristics that make it a familiar visual feature of the community.
- » Is a particularly fine or unique example of a utilitarian structure with a high level of integrity or architectural significance.
- » Is suitable for preservation or restoration.
- » Is included in the Illinois or National Register of Historic Places.
- » Has yielded, or is likely to yield, information important to prehistory, history or other areas of archaeological significance.

National Register of Historic Places Landmarks and Historic Districts evaluation criteria include:

- » Properties and places associated with events that have made a significant contribution to the broad patterns of our history; or,
- » Properties and places associated with the lives of significant people in our past; or,
- » Properties and places that embody the distinctive characteristics of a type, period, or method of construction, or that represent the work of a master, or that possess high artistic value, or that represent a significant and distinguishable entity whose components may lack individual distinction; or,
- » Properties and places that have yielded or may be likely to yield information important in history or prehistory.

In addition to using these two sets of evaluation criteria, the MKSK Team will also assess each property for its integrity during field inspections. The Team will use National Register integrity evaluation guidelines described in the *National Register Bulletin: How to Complete the National Registration Form*, where integrity refers to the “survival” of physical characteristics that existed during the property’s historic period. These qualities of historic and architectural integrity include:

- » Location
- » Design
- » Setting
- » Materials
- » Workmanship
- » Feeling
- » Association

While all seven qualities are essential for understanding a building’s integrity, not all of them are necessary for its assessment. It is recognized that changes occur over a particular building’s lifespan, but its integrity can be maintained if an overall sense of its past time is evident and present. An individual building’s overall architectural integrity will be factored into all evaluation ratings. We will also note where demolitions may have taken place over time.

- **Evaluation Ranking.** Upon conclusion of the on-site survey and further consultation with the City and the Historic Preservation Commission, the MKSK Team will rank properties by their significance using the following system. The Team will adjust or revise the ranking system based City and/or Historic Preservation Commission preferences.
 - » *Highly Significant: Eligible or Listed National Register Landmark or District* — a building, structure, district, neighborhood, place, or site that meets the National Register eligibility criteria. It may also be a property that is already listed in the National Register. Properties must be 50 years old and individually eligible under one or more of the Evaluation Criteria of the National Register of Historic Places. Typically, properties must possess a high level of integrity and/or may be valuable for understanding a historical period or context.
 - » *Significant: Eligible or Listed City of St. Charles Historic Landmark or District* — a building, structure, district, neighborhood, place, or site that meets the City of St. Charles eligibility criteria. It may also be a property that is already designated a Local Landmark. Properties may be 45 to 50 years old. Typically, properties must possess a high level of integrity and architectural distinction and/or may be valuable for understanding a historical period or context and/or have significant cultural meaning to the community. National Register eligible or listed property will automatically be noted as a locally eligible or listed building.
 - » *Contributing* — a building, district, neighborhood, site, or structure that is at least 50 years old and possesses an excellent to reasonable degree of integrity, is valuable for understanding the historic context and significance of the historic district. The property itself may not be an example of outstanding architectural distinction as compared to significant properties. Some properties that were previously designated non-contributing may gain contributing status due to its coming of age or recent rehabilitation that removed unsympathetic alterations.
 - » *Non-Contributing* — a building that is less than 50 Years old or was constructed outside the district or neighborhood’s period of significance. It may also constitute a property that has undergone significant irreversible alterations and changes, making it unrecognizable from its original appearance based on historic photographs or a historic model example found on the block, adjacent blocks, or within the historic district.
 - » *Non-Contributing But With Reversible Alterations* — a building that may have undergone significant but reversible alterations and changes. Such properties may be classified as contributing or significant if it was subject to appropriate rehabilitation or restoration.
 - » *Noteworthy Buildings Less Than Fifty Years of Age* — buildings that may meet one or more eligibility criteria for listing in the National Register of Historic Places but are less than 50 years old (built after 1976) and may be of exceptional architectural and historical importance.

In addition to these evaluation rankings, MKSK surveyors will assess each building’s integrity using the following ranking system:

- » *Excellent* — a high degree of integrity, with the property retaining architectural features and ornamentation associated with a particular style or property type. Exceptions may include minor alterations that do not obscure features and materials.
- » *Good* — a property that retains a majority of its original architectural features, although it may have undergone alterations to features and materials, without obscuring or removing the original architectural elements. A defined architectural style or building form must still be distinguishable. At the very least, the building must still maintain its roof shape, fenestration, and storefront elements and dimensions.
- » *Fair* — a property that retains some of its original architectural features, exhibiting features have undergone alterations that have removed original materials or obscured or removed the original architectural elements. However, a defined architectural style or building form must still be distinguishable. At the very least, the building may still maintain its roof shape, fenestration, and storefront elements and dimensions.
- » *Poor* — a property that has missing or covered original materials and features or has unsympathetic, irreversible alterations that compromise the building’s original character.

Of note, evaluating for integrity is different from evaluating for the exterior condition of properties. Condition is an assessment of the physical state and maintenance of the property. An evaluation of condition will assess properties as poor, fair, good, or excellent.

- **Final Survey Form PDFs.** After completion of the on-site survey, the MKSK Team will produce one compiled set and one set of individual property forms in PDF format.
- **Survey Database.** MKSK will prepare all survey data in a suitable Excel spreadsheet or other format for use by the City of St. Charles in its Geographic Information System.
- **StoryMaps (Optional).** As an option, MKSK can prepare a StoryMaps version of survey forms linked to an interactive GIS map that can serve as a supplemental educational and outreach tool for the City of St. Charles. A StoryMap can serve as a more accessible tool to view the City’s historic resource information that a standard GIS system.
- **Community Engagement (Optional).** As options for this project, the MKSK can develop a user-friendly and interactive project website maintained throughout the project. The Team can also organize and conduct a community meeting to discuss the survey project and survey results or use the Zooniverse crowdsourcing platform to involve St. Charles residents and preservationists in the collection of archival information.

ANTICIPATED TASKS AND SCHEDULE

We anticipate completing the architectural and historical survey within **six to seven months** to complete the Central Historic District, depending on weather conditions for fieldwork and other constraints related to information gathering and review. A timeline of **six to eight months** would be required for the two additional historic districts and all landmarks. The MKSK Team assumes it will primarily coordinate this project with City staff. The Team can schedule meetings with the Historic Preservation Commission to discuss the project if desired.

TASK 1. PROJECT KICK-OFF (Month 1)

The objective of Task 1 is to conduct an initial coordination meeting with the City of St. Charles staff to accomplish the following:

- Discuss and confirm scope of work, schedule, and project milestones.
- Discuss and prepare a data request for any existing survey information.
- Confirm details regarding any project website.
- Confirm survey area boundaries.
- Confirm the locations or repositories of information, such as Sanborn Maps, etc.
- Conduct a tour of survey areas (weather permitting).

Subtask: Kick-Off Meeting with Historic Preservation Commission (if desired)

- » Prepare the agenda and introductory presentation and present the overall scope of work, project schedule, and key milestones with the Historic Preservation Commission.

Key Deliverables:

- Meeting Summaries with City staff and the Historic Preservation Commission.

TASK 2: PROPERTY RESEARCH (Months 1-2)

The MKSK Team will conduct all information collection and research necessary for background survey information. The Team will also review Sanborn Maps and any available permits to understand the dates of construction and survey area development. The Team will input such information in the survey forms in advance of the on-site survey work.

TASK 3: SURVEY FORM, ON-SITE SURVEY, AND DRAFT SURVEY FORMS (Months 2-6)

The MKSK Team will consult with the City and the Historic Preservation Commission to prepare the Survey Form and then input any preliminary data gathered in Task 1. The Team will then proceed to conduct the survey. The survey should be completed by Month 5, depending on weather and other circumstances.

Subtask: Historic Preservation Commission Meetings (if desired)

- » Conduct one meeting with Historic Preservation Commission to present the Draft Survey Form and a second one to present a preliminary set of completed Draft Survey Forms when the on-site survey is completed.

Key Deliverables:

- Draft and Final Survey Form.
- Preliminary Survey Data Input.
- Completed Survey Forms for Individual Properties.
- Meeting Summaries and Presentation Materials with the City and Commission.

TASK 4: MAPPING (Month 6)

MKSK will prepare map(s) of all survey areas documenting properties by evaluation and significance rating. Maps for all historic districts will be created along with one map depicting locations of all Local Landmarks.

Key Deliverables:

- Mapping

TASK 5: FINAL SURVEY PDFs (Month 6-7)

Based on feedback from the Historic Preservation Commission, the MKSK Team will prepare the final versions of the Survey PDF documents.

Subtask: Historic Preservation Commission Meetings (if desired)

- » Present the Final Survey PDFs to the Historic Preservation Commission.

Key Deliverables:

- Final Survey PDFs.
- Meeting Summaries and Presentation Materials with the Commission.

TASK 6: INVENTORY DATABASE (Month 7)

MKSK will prepare the inventory database for delivery to the City of St. Charles in a Microsoft Excel, ESRI shapefile or other suitable format for use in the City's GIS or property information system.

Key Deliverables:

- Inventory Database

TASK 7: COMMUNITY ENGAGEMENT (Optional Task)

Community engagement activities for this assignment scheduled throughout the survey process as described previously.

TASK 8: STORYMAPS (Optional Task)

The creation of StoryMap versions of the historic district and landmark maps as described previously.

PAST PROJECTS AND REFERENCES

Village of River Forest (IL) Village-Wide Architectural and Historical Survey (2012) (Nicholas Kalogeresis AICP, Prior to MKSK, Jean Guarino, Ph.D., and Douglas Gilbert)

Michael Braiman, Village Manager, Village of Wilmette (braimanm@wilmette.com; 847-853-7506). Served as Assistant Village Manager at the Village of River Forest during the survey project.

In 2012, Nicholas P. Kalogeresis AICP (prior to MKSK), Jean Guarino, Ph.D., and Douglas Gilbert collaborated on a two-stage survey process for the Village of River Forest, home to a substantial collection of Prairie-influences and Period Revival estate dwellings. This was the first comprehensive, village-wide documentation of historic resources undertaken by the community. The first stage of the survey process was a reconnaissance-level survey of 3,000+ properties, documented dates of construction, architectural styles, conditions and integrity, and any permit information. The second stage was an intensive level documents of 300+ properties considered significant based on established historic context information and important builders, architects, and noteworthy people in River Forest history. The team developed extensive context essays focused on River Forest development history and key architects and developers. The survey information was collected using Apple iPads and digital survey technology. A copy of the report may be found here: [River Forest Final Report](#), and [Survey Forms](#).

Impact: The survey resulted in a comprehensive inventory of all historic building resources in River Forest. After completing the village-wide survey, the Village of River Forest Board of Trustees and its Historic Preservation Commission adopted a demolition delay provision tied to the inventory of over 300 plus significant properties identified during the survey process. This project was funded through the Village's general revenue fund.

City of Evanston (IL) Landmark Inventory (2015) (Nicholas Kalogeresis, Prior to MKSK, and Douglas Gilbert)

Cade Sterling, Preservation Planner, City of Evanston (csterling@cityofevanston.org; 847-448-8231)

The City of Evanston has the largest collection of individually designated landmarks of any community in the Chicago metropolitan area, and yet, 400 of the landmarks located outside of their designated historic districts were yet to be subject of an intensive level survey. This issue was especially pressing given that the Evanston Preservation Commission conducts Certificate of Appropriateness review for these properties and lacked information on each landmark's materials, features, integrity, and condition. An intensive level survey was conducted documenting all exterior conditions using digital survey technologies. A volunteer committee of the Preservation Commission assisted the project with permit research. A copy of the report can be found here: [Evanston Final Survey Report](#)

Impact: The City of Evanston and its Historic Preservation Commission now have comprehensive, intensive-level documentation of its over 400+ individual landmark buildings. The Commission uses this survey documentation in its Certificate of Appropriateness reviews and continues to employ the digital database to input additional information on permits and property histories. This project was funded through a Certified Local Government Grant.

Village of Downers Grove (IL) Village-Wide Architectural and Historical Survey (2014) (Nicholas Kalogeresis, Prior to MKSK, Jean Guarino, Ph.D., and Douglas Gilbert)

Stan Popovich, AICP, Community Development Director (spopovich@downers.us; 630-434-6893)

In 2015, Nicholas P. Kalogeresis AICP (prior to MKSK), Jean Guarino, Ph.D., and Douglas Gilbert collaborated on an intensive survey process in four distinct areas for the Village of Downers Grove. Like River Forest, Downers Grove has not undertaken a survey effort before, and with tear down pressures increasing in its older neighborhood, a survey was necessary to understand what resources were architecturally and historically significant. The survey project was also the first official preservation project for a newly constituted Historic Preservation and Design Review Board. The survey documented more than 865 properties ranging from historic commercial to residential dwellings built between the 1860s to the 1960s. The survey was conducted using digital survey technologies. In-depth context essays helped provide background information on understanding the significance of historic properties in Downers Grove. A copy of the Final Survey Report is found here: [Downers Grove Final Report](#) and [Survey Forms](#) from one Survey Area Neighborhood.



River Forest architecture



Evanston Landmarks



Shady Lane Estates, Downers Grove

Impact: The Village of Downers Grove and its Historic Preservation and Design Review Board uses its survey results and information for a variety of educational publications and activities. Additional Downers Grove landmarks have results have resulted from the survey effort.

Downtown Peoria (IL) National Register Historic District Survey and Inventory (2019) (Nicholas Kalogeresis, Prior to MKSK)

Chris Setti, Chief Executive Officer, Peoria Economic Development Council (csetti@greaterpeoriaedc.org; 309-472-6291), Served as the City of Peoria's Economic Development Director during the survey and inventory project.

Nicholas P. Kalogeresis, AICP was the lead surveyor of more 100 properties included in the nomination of downtown Peoria in the National Register of Historic Places in 2010.

Impact: The survey and inventory project for Downtown Peoria resulted in its designation as a historic district in the National Register of Historic Places. One immediate impact was the rehabilitation of the former Shipper and Block Department Store building into the new Ministry Headquarters for OSF Healthcare, made possible by the building's eligibility for the Federal Historic Preservation Tax Credit program. Income-producing properties located within National Register of Historic Places historic districts are eligible to participate in the Tax Credit Program.



Shipper Block, downtown Peoria

Nicholas P. Kalogeresis, AICP (Prior to MKSK) and Douglas Gilbert have collaborated on the following additional surveys)

- City of Berwyn (IL) Central Chicago Bungalow National Register Historic District Inventory
- Downtown Peoria (IL) National Register Historic District Survey and Inventory
- City of Highland Park (IL) Sunset Park Architectural and Historical Survey
- City of Highland Park (IL) Central East and Central Avenue/Deerfield Road Architectural and Historical Survey
- City of Madison (IN) Architectural and Historical Survey
- City of DeKalb (IL) Downtown Architectural and Historical Survey and Design Guidelines



River Forest architecture; left: Nathan G. More House, Frank Lloyd Wright, River Forest



COST PROPOSAL

This fee proposal is based on our current understanding of the desires and expectations outlined by the City of St. Charles. We are prepared to refine and adjust the scope of services, budget, and schedule to meet your exact needs. If selected, we recommend a detailed scoping meeting to make any necessary adjustments and modify the fee allocations accordingly. MKSK will complete the survey area project tasks as part of the comprehensive survey process, including all City staff and Historic Preservation Commission reviews and meetings.

It is anticipated that this project will take approximately six to eight months to complete all three districts and Local Landmarks. This schedule is dependent on timely reviews of project work by City staff, the Commission, stakeholder groups, and other reviewing bodies. The MKSK Team can work immediately upon contract agreement. The proposed project schedule is indicated in the scope of work and anticipated tasks outline previously. Specific dates may be subject to change based on further discussion between MKSK and the City. Our cost proposal is for the resurvey effort only. This cost estimate does not include the development of a formal survey report, which was not included in the City's RFQ communications. Upon request, the Team can prepare context essays or a survey report at an additional cost.

The cost to undertake this assignment as described according to the Scope of Services, documenting approximately 375 properties within the Central Historic District, the Moody Millington and the Millington Historic Districts, and the Local Landmarks is: **\$32,890**. The expense estimate of \$4,500 includes the Site Vista \$3,100 (Place Vision) licensing fee and mileage and meal expenses.

Tasks	MKSK Associate Principal (@ \$150 an hour)	MKSK Project Planners (@ \$120 an hour)	Douglas E. Gilbert (@ \$110 an hour)
TASK 1: Project Kick-Off	2	4	2
TASK 2: Property Research	2	8	8
TASK 3: Survey Form and On-Site Survey	74	2	74
TASK 4: Mapping	2	6	
TASK 5: Final Survey PDFs	24	8	19
TASK 6: Inventory Database	8	8	4
Hours	112	36	107
Total Fee by Personnel	\$16,800	\$4,320	\$11,770
Total Project Fee	\$32,890		
Expenses	\$4,500		
Total Budget	\$37,390		

City of St Charles Insurance Requirements for Professional Services

Prior to commencement of Professional Services governed by contract between the City of St. Charles (**City**) and the Professional Service Provider (**Insured**), the Professional Service Provider shall provide the City with satisfactory evidence of insurance coverage, and when requested, evidence of each of its subcontractors, consultants and agents hired to provide the services for the Project.

1. At Insured's expense, Insured shall hereby secure and maintain project insurance of the following kinds and limits set forth to protect the City from and against any and all damages, claims, lawsuits and losses which may occur or arise out of the Insured's work on behalf of the City. The project Insurance shall remain in effect throughout the duration of the entire Contract.
2. Insured shall furnish Certificates of Insurance, Endorsements, and Waiver of Subrogation to the City, inclusive of the Additional Insureds, with its submittal of signed contract.
 - a. Worker's Compensation and General Liability Waiver of Subrogation in favor of the City.
3. All insurance policies must be written with insurance companies approved by the City, licensed to do business in the State of Illinois, and have a rating of not less than A- VI, according to the latest edition of the A.M. Best Company.
4. The City may inspect any and all policies of insurance at any time. If requested, Insured will give the City a copy of the insurance policies. The policies must be delivered to the City within two (2) business days of the request.
5. Insured agrees to obtain and maintain an insurance policy, including coverage with limits not less than those exhibited on the following page (or greater if required by law):
 - a. All Commercial General Liability policies must include Blanket Contractual coverage and Broad Form Vendor's Liability coverage.
 - b. Contractual and other Liability Insurance provided under this Contract shall not contain a supervision inspection or engineering services exclusion that would preclude the city from supervising or inspecting the project to the end result. The Professional Service Provider shall assume all on-the-job responsibilities as to the control of persons directly employed by it.
6. The City reserves the right to increase the aforementioned limits of Liability Insurance required of insured depending on, but not limited to: the size and scope of the particular project, or the level of financial exposure, or operational risk to the City.
7. Insured shall include the City as a primary, non-contributory additional named insured on both the General and Auto Liability Insurance policies and reflect the same language on its Certificate of Insurance provided to the City.
 - a. Additional Insured and Broad Form Vendors' Liability in favor of the City.

If Insured fails to comply with the insurance requirements contained herein, all the City's obligations under the Agreement will terminate.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME:	
	PHONE (A/C, No. Ext):	FAX (A/C, No):
INSURED	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A :	
	INSURER B :	
INSURED	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

SAMPLE

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
<input checked="" type="checkbox"/>	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Policy Number	eff date	exp date	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
<input checked="" type="checkbox"/>	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	<input checked="" type="checkbox"/>		Policy Number	eff date	exp date	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
<input checked="" type="checkbox"/>	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			Policy Number	eff date	exp date	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N <input type="checkbox"/> N/A <input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	Policy Number	eff date	exp date	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
	PROFESSIONAL LIABILITY			Policy Number	eff date	exp date	\$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Re: Project Name, Project Number (when applicable)

The City of St. Charles is added as Additional Insureds, when required by written contract, on the General Liability and Auto Liability on a primary and non-contributory basis with respect to operations performed by the Names Insured in connection with this project.

A Waiver of Subrogation in favor of the Additional Insureds applies to the Workers' Compensation and General Liability policies, when required by written contract and where allow by law.

The Umbrella must follow form over the underlying liability with regards to coverage terms and conditions, Additional Insured, and Waiver of Subrogation.

CERTIFICATE HOLDER

CANCELLATION

City of St. Charles
2 E. Main St.
St. Charles, IL 60174

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Signature

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City of St Charles CHANGE ORDER:

Contract # PO#

This document is incorporated into the above contract as an amendment to the Contract between the City and the Contractor/Professional Service Provider commencing on the date the last party signs this document. Any change to the character, form, quality, extent, or cost of the Service/Project shall be in writing and approved on this form.

1. This Change Order is required due to (check all that apply):

- | | |
|---|--|
| <input type="checkbox"/> Changed / Unforeseen Condition | <input type="checkbox"/> Errors and Omissions |
| <input type="checkbox"/> Change in Scope | <input type="checkbox"/> Renewal / Extension of Services |
| <input type="checkbox"/> _____ | |

2. The effect of this change is (check all that apply):

- | | |
|---|---|
| <input type="checkbox"/> Total Cost is increased by \$ _____ | <input type="checkbox"/> Extension of _____ (calendar / work) days |
| <input type="checkbox"/> Material is increased by \$ _____ | <input type="checkbox"/> Extension of Completion Date from _____ to _____ |
| <input type="checkbox"/> Emergency Change, not to exceed \$ _____ | |
| <input type="checkbox"/> _____ | |

3. Attachments Supporting Change Order (check all that apply)

- | | |
|--|---------------------------------------|
| <input type="checkbox"/> Contractor's Proposal | <input type="checkbox"/> other: _____ |
| <input type="checkbox"/> Description of Change (include Drawing if applicable) | |

Change in Price		Change in Completion (days / calendar date)	
Original Price <i>(reference Agreement cover page)</i>	\$ _____	a	Original: #days until completion / calendar date for completion <i>(reference date of Work May Proceed)</i> _____
Current Price resulting from Prior Change Orders <i>(reference prior Change Order line d)</i>	\$ _____	b	Current Completion resulting from Prior Change Orders: <i>(reference prior Change Order line d)</i> _____
Net Increase/decrease of this Change Order <i>(reference above #2)</i>	\$ _____	c	Net increase/decrease of days for this Change Order <i>(reference above #2)</i> _____
New Price inclusive of this Change Order* <i>d=(b+c)</i>	\$ _____	d	New Time of Completion inclusive of this Change Order <i>d=(b+c)</i> _____
Cumulative Price change since execution* <i>e=(d-a)</i>	\$ _____	e	Cumulative Time of completion since execution (expressed as total days)** <i>e=(d-a)</i> _____
*if the total price (d) exceeds \$25,000, and has not been approved by council, council approval is required. *If the cumulative price change (e) exceeds 10% or \$25,000, or exceeds an approved contingency, council approval is required.		**if the cumulative change in days of completion exceeds the contracted dates for completion, are Liquidated Damages applicable? Yes/ No	

All parties hereby acknowledge and agree this Change Order is inclusive of all known changes to scope, compensation and work schedule on behalf of the undersigned and Contractor's supplier, subcontractor, consultant, and agent necessary to complete the Project/Service. All parties hereby acknowledge that this Change Order is incorporated into the previously executed Contract by the signature of the parties below.

City Project Manager _____ **Date** _____

Contractor/Professional Service Provider _____ **Date** _____