

AGENDA
ST. CHARLES CITY COUNCIL MEETING
ED BESSNER, MAYOR PRO TEM
MONDAY, MAY 20, 2024 – 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**
 - Youth Commission Impact Awards
 - Motorcycle Awareness Month Proclamation
6. **Omnibus Vote. Items with an asterisk (*)** 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.
- *7. Motion to accept and place on file minutes of the regular City Council meeting held May 6, 2024.
- *8. Motion to approve and authorize issuance of vouchers from the Expenditure Approval List for the period of 4/29/2024-5/12/2024 in the amount of \$3,817,780.63.
- *9. Motion to approve the Budget Revisions April 2024.

I. Old Business

- A. None

II. New Business

- A. Recommendation from Mayor Vitek to approve the reappointment of Meaghan Bishop to the Youth Commission.
- B. Recommendation from Mayor Vitek to approve appointment of Nick Smith to Natural Resources Commission.
- C. Motion to approve a 2:00 am Late Night Permit for El Santo Mexican Grill & Cantina in the City of St. Charles FY 2024-2025.

- D. Motion to approve a proposal for a new Class E-1 Temporary Liquor License for St. John Neumann’s Church on Sunday, June 2, 2024.
- E. Motion to approve a **Resolution** Conditionally Authorizing the Mayor and City Clerk to Execute an Acceptance Resolution for Pheasant Run Resort Subdivision.
- F. Motion to approve an **Ordinance** Granting Approval of a Plat of Easement for Pheasant Run Resort Subdivision.
- G. Motion to approve a **Resolution** Conditionally Authorizing the Mayor and City Clerk to execute an Acceptance Resolution for Sanitary Sewer for McGrath Honda, 4075 E. Main St.

III. Committee Reports

A. Government Operations

- 1. Motion to approve an amendment to City **Ordinance** Title 5, “Business License and Regulations” Chapter 5.56 “Ice Cream Vending Vehicle” to the St. Charles Municipal Code.
- *2. Motion to approve a **Resolution** authorizing a Service Agreement with the St. Charles History Museum for FY 2024-2025 in the amount of \$60,000.
- *3. Motion to approve a **Resolution** authorizing a Service Agreement with the St. Charles Business Alliance in the Amount of \$798,600 for FY 2024-2025.
- *4. Motion to approve a **Resolution** authorizing an agreement with Infor (US), LLC for annual software maintenance and support services for \$213,778.
- *5. Motion to approve a **Resolution** authorizing a three-year agreement with VertiGIS in the amount of \$27,191.
- *6. Motion to approve street closure for the annual Farmers Market from June through October.
- *7. Motion to approve a **Resolution** Authorizing a Professional Services Agreement with Solomon Cordwell Buenz for a Downtown Riverfront Property Feasibility Study in the amount of \$118,680.
- *8. Motion to accept and place on file minutes of the May 6, 2024, Government Operations Committee meeting.

B. Government Services

None

C. Planning and Development

- *1. Motion to approve a **Resolution** Authorizing a Business Improvement Grant Agreement with Maple Leaf Roasters.
- *2. Motion to approve a **Resolution** Authorizing a Business Improvement Grant Agreement with The Office.
- *3. Motion to approve a **Resolution** Adopting a First Street Plaza Special Event Policy.
- *4. Motion to approve a **Resolution** Accepting the Downtown Parking Study conducted by Desman Inc.
- *5. Motion to approve an **Ordinance** Vacating a Portion of North 15th Street Right-of-Way.
- *6. Motion to approve an **Ordinance** Granting Approval of a Final Plat of Subdivision of Cityview's First Resubdivision.
- *7. Motion to approve and execute an Acceptance **Resolution** for Public Utility (Watermain) for Tiger Drylac – 3945 Swenson Ave.
- *8. Motion to approve an **Ordinance** Granting Approval of a Plat of Easement for 3795 E Main Street (Chick-Fil- A).

9. Public Comment

10. Additional Items from Mayor, Council or Staff

11. Executive Session

- Personnel – 5 ILCS 120/2(c)(1)
- 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)

12. 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 (TDD), 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).

OFFICE OF



THE MAYOR

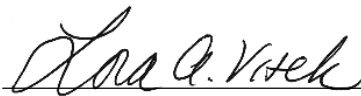
PROCLAMATION

Motorcycle Awareness Month 2024

- WHEREAS,** safety is the highest priority for the highways and streets of our City and State; and
- WHEREAS,** the great State of Illinois is proud to be a national leader in motorcycle safety, education and awareness; and
- WHEREAS,** motorcycles are a primary, common, and economical means of transportation that reduce fuel consumption and road wear, and contribute in a significant way to the relief of traffic and parking congestion; and
- WHEREAS,** it is especially meaningful that the citizens of our city and state be aware of motorcycles on the roadways and recognize the importance of motorcycle safety; and
- WHEREAS,** the members of DuKane ABATE of Illinois, Inc. (A Brotherhood Aimed Toward Education), continually promote motorcycle safety, education, and awareness in high school drivers' education programs and to the general public in our City and State, presenting motorcycle awareness programs to over 120,000 participants in Illinois over the past eight years; and
- WHEREAS,** all motorcyclists should join DuKane ABATE of Illinois, Inc. in actively promoting the safe operation of motorcycles as well as promoting motorcycle safety, education, awareness and respect of the citizens of our City and State; and
- WHEREAS,** the motorcyclists of Illinois have contributed extensive volunteerism and money to national and community charitable organizations; and
- WHEREAS,** during the month of May, all roadway users should unite in the safe sharing of roadways within the City of St. Charles, and throughout the great State of Illinois.

NOW THEREFORE, I, Lora Vitek, Mayor of the City of St. Charles, in recognition of 37 years of DuKane ABATE of Illinois, Inc., and over 352,318 registered motorcyclists statewide, and in recognition of the continued role Illinois serves as a leader in motorcycle safety, education and awareness, do hereby proclaim the month of May 2024 as Motorcycle Awareness Month and urge all motorists to join in an effort to improve safety and awareness on our roadways.




Lora A. Vitek, Mayor

MINUTES
ST. CHARLES CITY COUNCIL MEETING
LORA A. VITEK, MAYOR
MONDAY, May 6, 2024 – 7:00 P.M.
CITY COUNCIL CHAMBERS
2 E. MAIN STREET

1. Call to Order.

The meeting was called to order by Mayor Lora Vitek at 7:00 p.m.

2. Roll Call.

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

Absent: None

3. Invocation.

4. Pledge of Allegiance.

5. Presentations

- Lincoln Elementary School 95th Anniversary Proclamation
- Public Service Recognition Week Proclamation

6. Motion by Aldr. Bessner, second by Aldr. Lencioni, to approve the omnibus vote.

Items with an asterisk (*) 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.

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

Motion Carried

***7. Motion by Aldr. Bessner, second by Aldr. Lencioni, to accept and place on file minutes of the regular City Council meeting held on April 15, 2024.**

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

Motion Carried

***8. Motion by Aldr. Bessner, second by Aldr. Lencioni, to accept and place on file minutes of the Public hearing meeting held on April 15, 2024.**

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

Motion Carried

- *9. Motion by Aldr. Bessner, second by Aldr. Lencioni** to approve and authorize issuance of vouchers from the Expenditure Approval List for the period of 4/01/2024-4/14/2024 in the amount of \$3,216,187.71.

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

Motion Carried

- *10. Motion by Aldr. Bessner, second by Aldr. Lencioni** to approve and authorize issuance of vouchers from the Expenditure Approval List for the period of 4/15/2024-4/28/2024 in the amount of \$5,180,363.15.

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

Motion Carried

- *11. Motion by Aldr. Bessner, second by Aldr. Lencioni** to approve and place on file the Treasurer and Finance Report for the period ending March 31, 2024.

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

Motion Carried

I. Old Business

- A. None

II. New Business

- A. Motion by Aldr. Wirball, second by Aldr. Gehm** to approve recommendation from Mayor Vitek to approve Appointments of Committee Chairmen.

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

Motion Carried

- B. Motion by Aldr. Lencioni, second by Aldr. Gehm** to approve recommendation from Mayor Vitek to Approve Appointments of New Members to City Boards and Commissions.

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

Motion Carried

- C. Motion by Aldr. Bessner, second by Aldr. Wirball to approve** recommendation from Mayor Vitek to Approve the Reappointments of Members to City Boards and Commissions.
Roll Call Vote: Ayes: Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz, Ald. Lencioni, Ald. Gehm, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber; Nays: None.
Motion Carried
- D. Motion by Aldr. Lencioni, second by Aldr. Pietryla** to approve recommendation from Mayor Vitek to Approve the Reappointment of City Administrator Heather McGuire for Fiscal Year 2024-2025.
Roll Call Vote: Ayes: Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz, Ald. Lencioni, Ald. Gehm, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber; Nays: None.
Motion Carried
- E. Motion by Aldr. Wirball, second by Aldr. Pietryla** to approve recommendation from Mayor Vitek to approve the Reappointments of Department Directors as recommended by City Administrator Heather McGuire for Fiscal Year 2024/2025.
Roll Call Vote: Ayes: Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz, Ald. Lencioni, Ald. Gehm, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber; Nays: None.
Motion Carried
- F. Motion by Aldr. Pietryla, second by Aldr. Wirball** to approve recommendation from Mayor Vitek to Approve the Reappointment of Marzena Sheets as Deputy City Clerk for Fiscal Year 2024/2025.
Roll Call Vote: Ayes: Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz, Ald. Lencioni, Ald. Gehm, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber; Nays: None.
Motion Carried
- G. Motion by Aldr. Bessner, second by Aldr. Lencioni** to approve recommendation from Mayor Vitek to Approve the Reappointment of City Attorney Nicholas S. Peppers of the Law Firm Storino, Ramello & Durkin for Fiscal year 2024/2025.
Roll Call Vote: Ayes: Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz, Ald. Lencioni, Ald. Gehm, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber; Nays: None.
Motion Carried
- H. Motion by Aldr. Gehm, second by Aldr. Wirball** to approve recommendation from Mayor Vitek to Approve the Reappointment of Prosecuting Attorney Timothy O’Neil for City of St. Charles and the Liquor Control Commission for Fiscal Year 2024/2025.
Roll Call Vote: Ayes: Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz, Ald. Lencioni, Ald. Gehm, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber; Nays: None.
Motion Carried

I. Committee Reports

A. Government Operations

- *1. **Motion by Aldr. Bessner, second by Aldr. Lencioni** to approve Budget Revisions March 2024.

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

- *2. **Motion by Aldr. Bessner, second by Aldr. Lencioni** to approve a **Resolution** for the Updated Capital Asset Policy.

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

- *3. **Motion by Aldr. Bessner, second by Aldr. Lencioni** to accept and place on file minutes of the January 16, 2024, Government Operations Committee Meeting Executive Session.

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

- *4. **Motion by Aldr. Bessner, second by Aldr. Lencioni** to accept and place on file minutes of the April 15, 2024, Government Operations Committee Meeting.

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

- *5. **Motion by Aldr. Bessner, second by Aldr. Lencioni** to accept and place on file minutes of the April 15, 2024, Government Operations Committee Meeting Executive Session.

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

6. **Motion by Aldr. Weber, second by Aldr. Muenz** to approve a B-1 liquor license application for Chums Shrimp Shack, located at 2115 W. Main Street.

Roll Call Vote: Ayes: Ald. Lencioni, Ald. Gehm, Ald. Bessner, Ald. Weber, Ald. Foulkes, Ald. Bongard, Ald. Muenz; Nays: Ald. Pietryla, Ald. Wirball, Ald. Silkaitis
Motion Carried

B. Government Services

- *1. **Motion by Aldr. Bessner, second by Aldr. Lencioni** to Approve a **Resolution** Authorizing a 42-Month Service Agreement with OpenGov, Inc. for Public Works Work Order / Asset Management Software.

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

Motion Carried

- *2. **Motion by Aldr. Bessner, second by Aldr. Lencioni** to approve a **Resolution** Awarding the Bid to J&S Construction for the Indiana Street Storm and Sanitary Sewer Line Project.

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

Motion Carried

- *3. **Motion by Aldr. Bessner, second by Aldr. Lencioni** to approve a **Resolution** Authorizing an Intergovernmental Agreement with the Illinois Department of Transportation for Cost Sharing on the Riverside Culvert Replacement Project.

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

Motion Carried

- *4. **Motion by Aldr. Bessner, second by Aldr. Lencioni** to Approve a **Resolution** Granting a Permanent Easement to Illinois Department of Transportation.

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

Motion Carried

- *5. **Motion by Aldr. Bessner, second by Aldr. Lencioni** to Approve a **Resolution** Accepting a Temporary Easement at 1727 Riverside Ave.

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

Motion Carried

C. Planning and Development

- *1. **Motion by Aldr. Bessner, second by Lencioni** to accept and place on file minutes of the March 11, 2024, Planning & Development Committee meeting.

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

Motion Carried

12. Public Comment – None

13. Additional Items from Mayor, Council or Staff

Mayor Vitek made the following comments and announcements:

- City of St. Charles received an award for excellence in financial reporting.
- International Fallen Firefighter’s Weekend was May 4th and May 5th.
- National Police Week is May 12th through May 18th.
- Mayor wished a Happy Mother’s Day to all the moms as well as a Happy Birthday to Peter Suhr.

14. Executive Session - None

- Personnel – 5 ILCS 120/2(c)(1)
- 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)

15. Adjournment

Motion by Gehm, seconded by Pietryla to adjourn the meeting at 7:17pm.

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

Motion Carried

Marzena Sheets, Deputy City Clerk

CERTIFIED TO BE A TRUE COPY OF ORIGINAL

Marzena Sheets, Deputy City Clerk

5/17/2024

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

4/29/2024 - 5/12/2024

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>STAT PROC</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
114	ST CHARLES ACE LLC		119027	6.59	04/30/2024	86005/3	ADAPTER
			119027	7.13	04/30/2024	86041/3	MISC SUPPLIES
			ST CHARLES ACE LLC Total		13.72		
139	AFLAC			21.45	05/03/2024	ACAN240503085501FI	AFLAC Cancer Insurance
				15.54	05/03/2024	ACAN240503085501PI	AFLAC Cancer Insurance
				35.46	05/03/2024	ACAN240503085501PV	AFLAC Cancer Insurance
				146.16	05/03/2024	ADIS240503085501PD	AFLAC Disability and STD
				8.78	05/03/2024	AHIC240503085501FD	AFLAC Hospital Intensive Care
				75.85	05/03/2024	APAC240503085501FI	AFLAC Personal Accident
				95.30	05/03/2024	APAC240503085501PI	AFLAC Personal Accident
				89.78	05/03/2024	APAC240503085501PV	AFLAC Personal Accident
				18.46	05/03/2024	ASPE240503085501PV	AFLAC Specified Event (PRP)
				23.25	05/03/2024	AVOL240503085501PV	AFLAC Voluntary Indemnity
			AFLAC Total		530.03		
145	AIR ONE EQUIPMENT INC		123092	521.50	04/30/2024	206084	GEAR REPAIR
			AIR ONE EQUIPMENT INC Total		521.50		
149	ALARM DETECTION SYSTEMS INC			346.50	05/02/2024	30434-1214	APRIL - JUNE SERVICES
				182.97	05/02/2024	46090-1209	MAY-JUL SERVICES
			ALARM DETECTION SYSTEMS INC Total		529.47		
150	A LAMP CONCRETE		120458	-10,000.00	04/30/2024	3-FINAL	4TH STREET WATER REHAB FII
			120458	10,000.00	04/30/2024	3-FINAL	4TH STREET WATER REHAB FII
			120458	10,000.00	04/30/2024	17668	FINAL -WATER MAIN REPLACEN
			A LAMP CONCRETE Total		10,000.00		
160	ALFA LAVAL INC		121995	23,535.00	04/30/2024	285752565	REPAIR SERVICE

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>STAT PROC</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
	ALFA LAVAL INC Total			<u>23,535.00</u>			
221	ANDERSON PEST CONTROL			681.40	04/30/2024	59613456	MONTHLY BILLING
	ANDERSON PEST CONTROL Total			<u>681.40</u>			
227	NICHOLAS ANSON			296.00	04/30/2024	042224NA	
	NICHOLAS ANSON Total			<u>296.00</u>			
250	ARCHON CONSTRUCTION CO		122238	3,000.00	04/30/2024	240062F	DIRECTIONAL BORE INSTALL
	ARCHON CONSTRUCTION CO Total			<u>3,000.00</u>			
284	AT&T			94.23	04/30/2024	109916878/040824	APRIL 9-MAY 8 SERVICES
	AT&T Total			<u>94.23</u>			
298	AWARD CONCEPTS INC		119117	182.31	04/30/2024	I0718108	CUTTING BOARD-KELLY TREV
			119117	286.31	04/30/2024	I0718134	AWARDS JASON BORN
	AWARD CONCEPTS INC Total			<u>468.62</u>			
325	BAXTER AND WOODMAN INC		119619	236.25	04/30/2024	0257030	PFAS ASSISTANCE SERVICE
	BAXTER AND WOODMAN INC Total			<u>236.25</u>			
338	AIRGAS INC			158.26	04/30/2024	9148542385A	NITROGEN INDUSTRIAL
			119526	-158.26	04/30/2024	9148542385	NITROGEN
			119526	158.26	04/30/2024	9148542385	NITROGEN
	AIRGAS INC Total			<u>158.26</u>			
364	STATE STREET COLLISION		123797	96.00	04/30/2024	18095065	ALIGNMENT VEH 1987
	STATE STREET COLLISION Total			<u>96.00</u>			
382	BOUND TREE MEDICAL LLC		123707	270.03	04/30/2024	85318753	INVENTORY ITEMS
	BOUND TREE MEDICAL LLC Total			<u>270.03</u>			

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>STAT PROC</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
383	BROOKS BOYCE			296.00	04/30/2024	042224BB	PATROL RIFLE CLASS 5/6/24
	BROOKS BOYCE Total			296.00			
456	SARA CASS			259.27	04/30/2024	041924PC	PETTY CASH REIMBURSEMENT
	SARA CASS Total			259.27			
625	ROB CASTILLO		123125	1,000.00	05/02/2024	043024	SUPERVISORY TRAINING
	ROB CASTILLO Total			1,000.00			
633	LAWSON PRODUCTS INC		123282	251.50	04/30/2024	1902797156	LOGO CHANGE
	LAWSON PRODUCTS INC Total			251.50			
642	CUSTOM WELDING & FAB INC		123313	655.05	04/30/2024	240040	REPAIR - WELDING VEH 5099
	CUSTOM WELDING & FAB INC Total			655.05			
646	PADDOCK PUBLICATIONS INC			92.00	04/30/2024	286232	PUBLIC HEARINGS 4/10/24
	PADDOCK PUBLICATIONS INC Total			92.00			
657	THE DAVEY TREE EXPERT COMPANY		122355	2,500.00	04/30/2024	9000035133	SUBSCRIPTION 3/1/24-2/28/25
	THE DAVEY TREE EXPERT COMPANY Total			2,500.00			
674	DELL MARKETING LP		123727	119,205.41	04/30/2024	10744642617	ENTERPRISE DEFENDER
	DELL MARKETING LP Total			119,205.41			
735	MICHAEL DRAKE			229.50	05/02/2024	T000012504	PER DIEM LASERFICHE EMPOV
	MICHAEL DRAKE Total			229.50			
767	EAGLE ENGRAVING INC		119146	1,392.00	04/30/2024	2024-3296	MISC SUPPLIES
	EAGLE ENGRAVING INC Total			1,392.00			
789	ANIXTER INC						

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>STAT PROC</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
			122732	36.35	04/30/2024	227412786	STEEL DOOR RECESSED
			123418	464.00	04/30/2024	6017354-00	INVENTORY ITEMS
			123660	119,920.50	04/30/2024	6021736-00	PRIMARY WIRE
			122608	341.04	05/02/2024	227410801	MOUNT FOR HIGH VIBRATION
	ANIXTER INC Total			<u>120,761.89</u>			
794	ELITE K9 INC		122703	1,819.73	04/30/2024	378290A	CHAMELEON IV W/CTT4
	ELITE K9 INC Total			<u>1,819.73</u>			
799	EMBLEM ENTERPRISES INC		123202	1,280.00	04/30/2024	917695	PATCH - ST CHARLES POLICE
	EMBLEM ENTERPRISES INC Total			<u>1,280.00</u>			
870	FIRE PENSION FUND			737.21	05/03/2024	FP1%240503085501FI	Fire Pension 1% Fee
				8,269.84	05/03/2024	FRP2240503085501FC	Fire Pension Tier 2
				11,495.46	05/03/2024	FRPN240503085501FI	Fire Pension
	FIRE PENSION FUND Total			<u>20,502.51</u>			
874	CLARION EVENTS INC		123207	412.00	04/30/2024	990020867	FIRE DEPT BOOKS
	CLARION EVENTS INC Total			<u>412.00</u>			
891	THE TERRAMAR GROUP INC		123227	10,157.90	04/30/2024	82510	SLICKTOP DEPUTY
			123517	493.63	04/30/2024	82855	SUPER-LED 2 DEGREE SPOT LI
			122357	9,383.51	04/30/2024	82877	SAFETY SUPPLIES FIRE DEPT
	THE TERRAMAR GROUP INC Total			<u>20,035.04</u>			
902	FOREMOST PROMOTIONS		123246	2,529.00	04/30/2024	562985	FIREFIGHTER HAT
	FOREMOST PROMOTIONS Total			<u>2,529.00</u>			
905	FORCE AMERICA DISTRIBUTING LLC		119361	425.00	04/30/2024	IN200-1048454	DATA PLAN
	FORCE AMERICA DISTRIBUTING LLC Total			<u>425.00</u>			
916	FOX VALLEY FIRE & SAFETY CO		121589	1,349.48	04/30/2024	IN00659735-POCORRI	PW GARAGE

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>STAT PROC</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
				938.25	04/30/2024	IN00680294	REPAIR PARKING GARAGE
	FOX VALLEY FIRE & SAFETY CO Total			<u>2,287.73</u>			
923	FOX VALLEY VOLKSWAGON LLC			56,403.04	05/02/2024	522024	SALES TAX REBATE
	FOX VALLEY VOLKSWAGON LLC Total			<u>56,403.04</u>			
944	GALLS LLC			535.67	04/30/2024	027698033	BIKE PATOL EQUIPMENT
				110.85	04/30/2024	027712784	TECH BIKE JACKET
	GALLS LLC Total			<u>646.52</u>			
1002	TERESA L GRANDT			1,286.25	04/30/2024	042624	36.75 HOURS ADMIN WORK
	TERESA L GRANDT Total			<u>1,286.25</u>			
1026	HACH COMPANY						
			122666	697.00	04/30/2024	139906066	SPECTROPHOTOMETER
	HACH COMPANY Total			<u>697.00</u>			
1133	IBEW LOCAL 196			218.00	05/03/2024	UNE 240503085501PV	Union Due - IBEW
				865.61	05/03/2024	UNEW240503085501P	Union Due - IBEW - percent
	IBEW LOCAL 196 Total			<u>1,083.61</u>			
1136	ICMA RETIREMENT CORP			59.00	05/03/2024	C401240503085501CA	401A Savings Plan Company
				320.42	05/03/2024	C401240503085501CD	401A Savings Plan Company
				85.06	05/03/2024	C401240503085501ED	401A Savings Plan Company
				2,347.30	05/03/2024	RTHA240503085501PI	Roth 457 - Dollar Amount
				160.00	05/03/2024	RTHA240503085501PV	Roth 457 - Dollar Amount
				913.02	05/03/2024	RTHP240503085501FI	Roth 457 - Percent
				46.81	05/03/2024	RTHP240503085501PV	Roth 457 - Percent
				99.46	05/03/2024	RTIP240503085501PD	Roth IRA - Percent
				80.00	05/03/2024	ROTH240503085501FI	Roth IRA Deduction
				150.00	05/03/2024	ROTH240503085501IS	Roth IRA Deduction
				1,428.46	05/03/2024	ROTH240503085501PI	Roth IRA Deduction
				300.00	05/03/2024	ROTH240503085501PV	Roth IRA Deduction
				588.00	05/03/2024	RTHA240503085501FI	Roth 457 - Dollar Amount
				250.00	05/03/2024	RTHA240503085501IS	Roth 457 - Dollar Amount

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				74.14	05/03/2024	ICMP240503085501HF	ICMA Deductions - Percent
				350.19	05/03/2024	ICMP240503085501IS	ICMA Deductions - Percent
				2,184.32	05/03/2024	ICMP240503085501PC	ICMA Deductions - Percent
				1,147.49	05/03/2024	ICMP240503085501PV	ICMA Deductions - Percent
				200.00	05/03/2024	ROTH240503085501CI	Roth IRA Deduction
				25.00	05/03/2024	ROTH240503085501FI	Roth IRA Deduction
				1,943.07	05/03/2024	ICMA240503085501HF	ICMA Deductions - Dollar Amt
				3,696.91	05/03/2024	ICMA240503085501IS	ICMA Deductions - Dollar Amt
				10,609.87	05/03/2024	ICMA240503085501PC	ICMA Deductions - Dollar Amt
				3,756.83	05/03/2024	ICMA240503085501PV	ICMA Deductions - Dollar Amt
				89.82	05/03/2024	ICMP240503085501CC	ICMA Deductions - Percent
				4,104.82	05/03/2024	ICMP240503085501FD	ICMA Deductions - Percent
				698.73	05/03/2024	E401240503085501IS	401A Savings Plan Employee
				829.50	05/03/2024	E401240503085501PD	401A Savings Plan Employee
				1,235.54	05/03/2024	E401240503085501PV	401A Savings Plan Employee
				2,059.61	05/03/2024	ICMA240503085501CC	ICMA Deductions - Dollar Amt
				5,917.99	05/03/2024	ICMA240503085501FD	ICMA Deductions - Dollar Amt
				2,030.00	05/03/2024	ICMA240503085501FN	ICMA Deductions - Dollar Amt
				59.00	05/03/2024	E401240503085501CA	401A Savings Plan Employee
				320.42	05/03/2024	E401240503085501CD	401A Savings Plan Employee
				85.06	05/03/2024	E401240503085501ED	401A Savings Plan Employee
				558.21	05/03/2024	E401240503085501FD	401A Savings Plan Employee
				398.55	05/03/2024	E401240503085501FN	401A Savings Plan Employee
				291.11	05/03/2024	E401240503085501HR	401A Savings Plan Employee
				559.11	05/03/2024	C401240503085501FD	401A Savings Plan Company
				398.55	05/03/2024	C401240503085501FN	401A Savings Plan Company
				291.11	05/03/2024	C401240503085501HR	401A Savings Plan Company
				697.83	05/03/2024	C401240503085501IS	401A Savings Plan Company
				829.50	05/03/2024	C401240503085501PD	401A Savings Plan Company
				1,235.54	05/03/2024	C401240503085501PV	401A Savings Plan Company
				53,505.35			
	ICMA RETIREMENT CORP Total						
1149	ILLINOIS ENVIRONMENTAL						
				325,536.52	05/06/2024	L172288-37	DEBT SERVICE PROJ L172288-
				448,997.41	05/06/2024	L175440-10	DEBT SERVICE PROJECT L1754
				21,239.38	05/06/2024	L175552-09	DEB SERVICE PROJECT L17555
	ILLINOIS ENVIRONMENTAL Total			795,773.31			
1197	ILLINOIS FIRE SERVICE ADM PROF						

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				165.00	05/02/2024	050124	MEMBERSHIP RENEWAL
	ILLINOIS FIRE SERVICE ADM PROF Total			<u>165.00</u>			
1203	IL DEPT OF AGRICULTURE			510.00	04/30/2024	042424	PEST CONTROL LICENSES
	IL DEPT OF AGRICULTURE Total			<u>510.00</u>			
1231	TESTING FOR PUBLIC SAFETY LLC			7,750.00	04/30/2024	LIN2024.11	PROMOTION ASSESSMENT
	TESTING FOR PUBLIC SAFETY LLC Total			<u>7,750.00</u>			
1258	IPIA			30.00	04/30/2024	042023	ANNUAL MEMBERSHIP DUES-S
	IPIA Total			<u>30.00</u>			
1316	KANE COUNTY CHIEF OF POLICE			750.00	04/30/2024	1614	FY 2023 ANNUAL TASK FORCE
	KANE COUNTY CHIEF OF POLICE Total			<u>750.00</u>			
1363	KIESLER POLICE SUPPLY INC		119747	834.00	04/30/2024	IN222838	GLOCKS AND TRADE IN
	KIESLER POLICE SUPPLY INC Total			<u>834.00</u>			
1380	KNOX ASSOCIATES		122079	1,906.00	04/30/2024	INV-KA-262264	KEYSECURE ETHERNET USB
	KNOX ASSOCIATES Total			<u>1,906.00</u>			
1403	WEST VALLEY GRAPHICS & PRINT		119147	76.50	04/30/2024	13403	BUSINESS CARDS MIKE MENOI
	WEST VALLEY GRAPHICS & PRINT Total			<u>76.50</u>			
1409	ANDREW LAMELA			926.60	04/30/2024	042324	PETTY CASH - INVESTIGATION
	ANDREW LAMELA Total			<u>926.60</u>			
1441	LAYNE CHRISTENSEN COMPANY		122471	83,943.00	04/30/2024	2689593	WELL 4 MODIFICATIONS
	LAYNE CHRISTENSEN COMPANY Total			<u>83,943.00</u>			
1442	LAZARUS HOUSE			5,000.00	05/02/2024	043024	PERMIT 202301241

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	LAZARUS HOUSE Total			<u>5,000.00</u>			
1450	LEE JENSEN SALES CO INC		122546	974.70	04/30/2024	0026700-00	CHAIN INSPECTION AND PARTS
	LEE JENSEN SALES CO INC Total			<u>974.70</u>			
1482	ARTHUR J LOOTENS & SON INC		122214	2,688.00	04/30/2024	35010	TRAILER RENTAL AND HAULING
			122214	2,688.00	04/30/2024	35007	TRAILER RENTAL
			122214	2,688.00	04/30/2024	34986	TRAILER RENTAL AND HAULING
			122214	6,272.00	04/30/2024	34979A	TRAILER RENTAL AND HAULING
			122214	2,688.00	04/30/2024	35013	TRAILER RENTAL
			122214	2,688.00	04/30/2024	35089	TRAILER RENTAL AND HAULING
	ARTHUR J LOOTENS & SON INC Total			<u>19,712.00</u>			
1489	LOWES		119053	11.36	04/30/2024	980546/042224	MISC SUPPLIES
			123900	759.24	04/30/2024	980691/042224	SAKRETE CONCRETE
			119234	26.09	04/30/2024	981007/042224	MISC FASTENER SUPPLIES
			119053	9.48	04/30/2024	982835/042324	ADAPTER
			119053	96.12	04/30/2024	983305/042324	MISC SUPPLIES
			119358	79.02	04/30/2024	985692/042424	MISC SUPPLIES
			119053	50.88	04/30/2024	997810/041824	MISC FASTENER SUPPLIES
			119053	37.98	04/30/2024	998199/041824	MISC FASTENER SUPPLIES
			123708	132.05	04/30/2024	998210/041824	10 STRANDED CU RED
			119071	23.97	04/30/2024	998251/041824	GENERAL SUPPLIES
			119071	38.96	04/30/2024	986522/040324	GENERAL SUPPLIES
			123551	559.68	04/30/2024	989572/0411524	PREMIX FUEL
			122679	129.63	04/30/2024	990416/041524	ROUND POINT SHOVEL
			119053	2.83	04/30/2024	991162/042624	WASHER SET
			123544	90.72	04/30/2024	993656/041624	INVENTORY ITEMS
			119053	3.78	04/30/2024	995564/041724	CORBIN BRASS KEY
	LOWES Total			<u>2,051.79</u>			
1582	MCMASTER CARR SUPPLY CO			40.75	05/02/2024	26382687	CLIP ON THERMOMETER
	MCMASTER CARR SUPPLY CO Total			<u>40.75</u>			
1613	METROPOLITAN ALLIANCE OF POL			1,204.00	05/03/2024	UNP 240503085501PD	Union Dues - IMAP

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				157.50	05/03/2024	UNPS240503085501PI	Union Dues-Police Sergeants
	METROPOLITAN ALLIANCE OF POL Total			<u>1,361.50</u>			
1655	MONROE TRUCK EQUIPMENT						
			122484	3,759.51	04/30/2024	5495760	CUSTOM PULL TARP
	MONROE TRUCK EQUIPMENT Total			<u>3,759.51</u>			
1690	NATIONAL FIRE CODES						
				1,552.50	05/02/2024	0036936S	FIRE CODE ACCESS 5/19/24-5/2
	NATIONAL FIRE CODES Total			<u>1,552.50</u>			
1704	NCPERS IL IMRF						
				8.00	05/03/2024	NCP2240503085501C/	NCPERS 2
				8.00	05/03/2024	NCP2240503085501FM	NCPERS 2
				8.00	05/03/2024	NCP2240503085501PV	NCPERS 2
	NCPERS IL IMRF Total			<u>24.00</u>			
1737	NORTH EAST MULTI REGIONAL TRNG						
			119160	375.00	04/30/2024	351148	DONY CRITICAL TABLE TOP TR.
	NORTH EAST MULTI REGIONAL TRNG Total			<u>375.00</u>			
1739	NORTHWESTERN MEMORIAL						
				1,350.00	04/30/2024	9410000089	EMS SYSTEM FEE
	NORTHWESTERN MEMORIAL Total			<u>1,350.00</u>			
1745	NICOR						
				331.09	04/30/2024	0000 6 APR 25 2024	ACCT: 55-00-99-0000-6
				45.52	04/30/2024	1000 2 APR 22 2024	ACCT: 24-53-60-1000-2
				98.43	04/30/2024	1000 5 APR 25 2024	ACCT: 50-85-00-1000-5
				74.29	04/30/2024	1000 9 APR 25 2024	ACCT: 99-38-20-1000-9
				1,725.58	05/02/2024	7652 0 APR 25 2024	ACCT: 01-08-77-7652-0
				6,111.57	05/02/2024	8317 9 APR 25 2024	ACCT: 81-44-33-8317-9
				390.39	05/02/2024	9226 2 APR 25 2024	ACCT: 84-32-13-9226-2
				965.75	05/02/2024	1000 8 APR 26 2024	ACCT: 28-08-50-1000-8
				86.86	05/02/2024	1000 9 APR 26 2024	ACCT: 64-67-50-1000-9
				47.32	05/02/2024	1000 9 NS APR 25 202	ACCT: 65-84-51-1000-9
				43.78	05/02/2024	1968 1 APR 26 2024	ACCT: 70-22-68-1968-1
				1,487.81	05/02/2024	4428 3 APR 26 2024	ACCT: 19-51-90-4428-3
				43.78	05/02/2024	5425 2 APR 26 2024	ACCT: 28-06-38-5425-2
				770.20	05/02/2024	1000 2 APR 25 2024	ACCT: 53-14-51-1000-2

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				47.36	05/02/2024	1000 3 APR 25 2024	ACCT: 20-68-91-1000-3
				43.58	05/02/2024	1000 3 APR 26 2024	ACCT: 30-28-40-1000-3
				103.78	05/02/2024	1000 4 APR 25 2024	ACCT: 11-31-51-1000-4
				133.65	05/02/2024	1000 4 APR 26 2024	ACCT: 53-65-70-1000-4
				388.71	05/02/2024	1000 6 APR 25 2024	ACCT: 67-46-50-1000-6
				350.76	05/02/2024	0000 7 APR 26 2024	ACCT: 61-00-69-0000-7
				6,990.17	05/02/2024	0929 6 APR 25 2024	ACCT: 17-18-43-0929-6
				139.13	05/02/2024	1000 0 APR 26 2024	ACCT: 68-82-40-1000-0
	NICOR Total			20,419.51			
1756	NCL OF WISCONSIN INC						
			123131	286.50	04/30/2024	502831	LAB SUPPLIES
	NCL OF WISCONSIN INC Total			286.50			
1775	RAY OHERRON CO INC						
			121393	526.99	04/30/2024	2337135	UNIFORMS HENDERSON
			121393	1,492.00	04/30/2024	2326539	UNIFORMS FAWKES
			119159	40.98	04/30/2024	2337549	UNIFORM - MARCO FARREN
			121393	1,516.00	04/30/2024	2326543	UNIFORMS GARCIA
			121393	1,557.99	04/30/2024	2326547	BODY ARMOUR GODINHO
			119159	882.95	04/30/2024	2335246	UNIFORMS JACKSON
			119159	570.24	04/30/2024	2336275	UNIFORMS POWERS
				1,557.00	04/30/2024	2337117	GASKE UPT CARRIER
			121393	1,571.00	04/30/2024	2326536	UNIFORMS VICICONDI
	RAY OHERRON CO INC Total			9,715.15			
1783	ON TIME EMBROIDERY INC						
			119432	358.00	04/30/2024	123408	UNIFORMS KIDD
			119432	692.00	04/30/2024	123409	UNIFORMS OVERLAND
	ON TIME EMBROIDERY INC Total			1,050.00			
1861	POLICE PENSION FUND						
				16,564.21	05/03/2024	PLP2240503085501PD	Police Pension Tier 2
				9,798.30	05/03/2024	PLPN240503085501PC	Police Pension
	POLICE PENSION FUND Total			26,362.51			
1864	POLYDYNE INC						
			123133	13,662.00	04/30/2024	1824359	CLARIFLOC C-6275
	POLYDYNE INC Total			13,662.00			

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1873	POSITIVE PROMOTIONS		123163	268.20	04/30/2024	07366131	SILICONE BRACELETS FIRE DE
	POSITIVE PROMOTIONS Total			<u>268.20</u>			
1898	PRIORITY PRODUCTS INC		119036	107.50	04/30/2024	1002209	FLEET DEPT SUPPLIES
			119036	384.92	04/30/2024	1002848	MISC FASTENER SUPPLIES FLE
			123698	12.14	04/30/2024	1002990	INVENTORY ITEMS
			119036	133.75	04/30/2024	1003196	FLEET DEPT SUPPLIES
	PRIORITY PRODUCTS INC Total			<u>638.31</u>			
1993	RENTAL MAX LLC		122700	2,416.00	04/30/2024	636565-3A	GRINDER RENTAL
			119843	300.75	04/30/2024	640870-3	ROLLER RENTAL
			119433	31.69	04/30/2024	641267-3	FUEL
			119092	31.69	04/30/2024	641345-3	FUEL
	RENTAL MAX LLC Total			<u>2,780.13</u>			
2018	RJN GROUP INC		117949	2,685.00	04/30/2024	39370104	2023 NORTHERN BASINS
			117949	8,170.00	04/30/2024	39370106	FINAL INVOICE NORTHERN BAS
	RJN GROUP INC Total			<u>10,855.00</u>			
2034	RONDO ENTERPRISES TRUCK &		122498	10,731.91	04/30/2024	182824	SERVICE 2023 FORD F250
	RONDO ENTERPRISES TRUCK & Total			<u>10,731.91</u>			
2046	RUSSO HARDWARE		123449	718.00	04/30/2024	SPI20601474	CHAINSAW/CHARGER/BATTER'
	RUSSO HARDWARE Total			<u>718.00</u>			
2055	SAFETY-KLEEN SYSTEMS INC		123869	468.97	04/30/2024	94188159	PARTS WASHER SERVICE
	SAFETY-KLEEN SYSTEMS INC Total			<u>468.97</u>			
2152	M E SIMPSON COMPANY INC		119697	495.00	04/30/2024	42255	LEAK SERVICE-2595 OAK ST
			119697	495.00	04/30/2024	42256	LEAK SERVICE
			122095	23,268.75	04/30/2024	42259	LEAK DETECTION

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	M E SIMPSON COMPANY INC			24,258.75			
2201	STANDARD EQUIPMENT CO						
			122952	25.19	04/30/2024	P49614	RVX SHLDR BOLTS
				1,063.54	04/30/2024	P49073	MISC SUPPLIES FOR WATER DI
				48.66	04/30/2024	P49368	SEAL
				440.95	04/30/2024	P49585	WATER DEPT REPAIR
	STANDARD EQUIPMENT CO Total			1,578.34			
2205	STATE FIRE MARSHAL						
				75.00	04/30/2024	5125143808	CONVEYANCE CERTIFICATE
	STATE FIRE MARSHAL Total			75.00			
2212	CITY OF ST CHARLES						
				175.49	04/30/2024	042624	COMM DEVELOP PETTY CASH
				208.09	04/30/2024	042624SK	PETTY CASH HUMAN SERVICE
				32.63	04/30/2024	042924	PETTY CASH REIMBURSE-FINA
	CITY OF ST CHARLES Total			416.21			
2214	ST CHARLES CHAMBER OF COMMERCE						
				3,000.00	05/02/2024	176309585	TABLES FOR CHARLEMAGNE D
	ST CHARLES CHAMBER OF COMMERCE Total			3,000.00			
2219	ST CHARLES EAST HIGH SCHOOL						
				2,050.00	04/30/2024	041924	YOUTH COMMISSION LEADERS
	ST CHARLES EAST HIGH SCHOOL Total			2,050.00			
2235	STEINER ELECTRIC COMPANY						
			123940	582.99	04/30/2024	S007557075.001	MISC FASTENER SUPPLIES
			119716	137.52	04/30/2024	S007557599.001A	COMMUNICATIONS SUPPLIES
			119716	90.08	04/30/2024	S007558490.001	FLEX CONNECTOR
	STEINER ELECTRIC COMPANY Total			810.59			
2248	STORINO RAMELLO & DURKIN						
				2,430.56	04/30/2024	91029	MARCH LEGAL BILLING
				1,184.45	04/30/2024	91030	MARCH LEGAL BILLING
				3,487.50	04/30/2024	91031	MARCH LEGAL BILLING
				168.75	04/30/2024	91032	MARCH LEGAL BILLING
				90.00	04/30/2024	91033	MARCH LEGAL BILLING
				562.50	04/30/2024	91034	MARCH LEGAL BILLING

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>STAT PROC</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
				1,250.00	04/30/2024	91028	MARCH LEGAL BILLING
				270.00	04/30/2024	91041	MARCH LEGAL BILLING
				112.50	04/30/2024	91042	MARCH LEGAL BILLING
				1,181.25	04/30/2024	91043	MARCH LEGAL BILLING
				281.25	04/30/2024	91035	MARCH LEGAL BILLING
				281.25	04/30/2024	91036	MARCH LEGAL BILLING
				337.50	04/30/2024	91037	MARCH LEGAL BILLING
				1,743.75	04/30/2024	91038	MARCH LEGAL BILLING
				3,341.25	04/30/2024	91039	MARCH LEGAL BILLING
				112.50	04/30/2024	91040	MARCH LEGAL BILLING
	STORINO RAMELLO & DURKIN Total			<u>16,835.01</u>			
2296	TANGLEWOOD MARINE						
			123651	75.49	04/30/2024	2051	PARTS FOR VEH 2051
	TANGLEWOOD MARINE Total			<u>75.49</u>			
2301	GENERAL CHAUFFERS SALES DRIVER						
				174.00	05/03/2024	UNT 240503085501CD	Union Dues - Teamsters
				2,608.00	05/03/2024	UNT 240503085501PV	Union Dues - Teamsters
	GENERAL CHAUFFERS SALES DRIVER Total			<u>2,782.00</u>			
2316	APC STORE						
			119056	3.81	04/30/2024	478-592448	FUEL FILTER
			119056	11.22	04/30/2024	478-592502	LITHIUM
			119056	6.36	04/30/2024	478-592550	COOLANT REC
			119056	128.75	04/30/2024	478-592620	AIR,OIL & FUEL FILTERS
			119056	30.15	04/30/2024	478-593050	AIR/OIL/CABIN AIR FILTERS
			119056	63.97	04/30/2024	478-593064	SUBMERABLE
	APC STORE Total			<u>244.26</u>			
2363	TROTTER & ASSOCIATES INC						
			109848	25,349.75	04/30/2024	23093	RIVERSIDE PUMP STATION COI
			118595	9,599.00	04/30/2024	23094	UV & FC REHAB
			116811	700.00	04/30/2024	23095	DRONE FLIGHT
			122106	54.50	04/30/2024	23096	DEL WEBB DEVELOPMENT
			121963	10,641.25	04/30/2024	23137	WELL # 8 EXPANSION AND REH
			119012	12,661.50	04/30/2024	23140	2023 WATER AND WW MASTER
	TROTTER & ASSOCIATES INC Total			<u>59,006.00</u>			
2403	UNITED PARCEL SERVICE						

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				284.08	04/30/2024	0000650961144/04062	SHIPPING
				76.82	04/30/2024	0000650961154/04132	WEEKLY SHIPPING UB DEPT
	UNITED PARCEL SERVICE Total			360.90			
2449	GOVHR USA LLC						
			119121	16,366.14	04/30/2024	GHR04-00235	CONSULTING & TRAINING
	GOVHR USA LLC Total			16,366.14			
2452	VULCAN CONSTRUCTION MATERIALS						
			119091	598.80	04/30/2024	1181981	CA 16 CHIPS
	VULCAN CONSTRUCTION MATERIALS Total			598.80			
2458	ERIN WAITES						
				150.00	04/30/2024	042524EW	SAFETY BOOTS
	ERIN WAITES Total			150.00			
2470	WAREHOUSE DIRECT						
			119113	9.61	04/30/2024	5690239-0	OFFICE SUPPLIES POLICE DEF
			120000	263.48	04/30/2024	5707188-0	OFFICE SUPPLIES COMM DEV
			120000	2.59	04/30/2024	5707188-1	OFFICE SUPPLIES COM DEV
	WAREHOUSE DIRECT Total			275.68			
2478	WATER PRODUCTS COMPANY						
			122741	2,528.05	04/30/2024	0322012	BRASS FITTINGS
			123240	1,390.00	04/30/2024	0322037	DUAL PURPOSE
			123240	5,708.00	04/30/2024	0322038	MISC SUPPLIES
			123240	276.00	04/30/2024	0322098	OVERSIZED PIPE
			122051	613.05	05/02/2024	0321133	INVENTORY ITEMS
			122408	1,470.36	05/02/2024	0321273	INVENTORY ITEMS
	WATER PRODUCTS COMPANY Total			11,985.46			
2490	WELCH BROS INC						
			123714	240.00	04/30/2024	3269319	ADJUSTING RING
	WELCH BROS INC Total			240.00			
2495	WEST SIDE TRACTOR SALES CO						
			123543	789.50	04/30/2024	N51794	BLOWER MOTOR AND RESISTC
			123750	694.15	04/30/2024	N51994	EVAPORATOR
			123750	182.56	04/30/2024	N51995	PARTS FOR TURCK 9199

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
	STAT PROC		<u>1,666.21</u>			
	WEST SIDE TRACTOR SALES CO Total					
2545	GRAINGER INC					
		123697	451.68	04/30/2024	9089330626	LINE MARKING PAINT
		123712	384.61	04/30/2024	9089359013	SCREWDRIVER
		122176	23.40	04/30/2024	9091458647	SAFETY PIN
	GRAINGER INC Total		<u>859.69</u>			
2556	CELLEBRITE INC					
		119844	4,200.00	04/30/2024	INVUS268941	U-TRN-02-030 & 02-006
	CELLEBRITE INC Total		<u>4,200.00</u>			
2637	ILLINOIS DEPT OF REVENUE					
			842.66	05/03/2024	ILST240503085501CA	Illinois State Tax
			2,322.24	05/03/2024	ILST240503085501CD	Illinois State Tax
			295.77	05/03/2024	ILST240503085501ED	Illinois State Tax
			9,598.21	05/03/2024	ILST240503085501FD	Illinois State Tax
			1,846.64	05/03/2024	ILST240503085501FN	Illinois State Tax
			826.82	05/03/2024	ILST240503085501HR	Illinois State Tax
			2,258.14	05/03/2024	ILST240503085501IS	Illinois State Tax
			12,482.62	05/03/2024	ILST240503085501PD	Illinois State Tax
			16,725.68	05/03/2024	ILST240503085501PW	Illinois State Tax
	ILLINOIS DEPT OF REVENUE Total		<u>47,198.78</u>			
2638	INTERNAL REVENUE SERVICE					
			1,183.97	05/03/2024	FICA240503085501CA	FICA Employee
			3,238.45	05/03/2024	FICA240503085501CD	FICA Employee
			367.25	05/03/2024	FICA240503085501ED	FICA Employee
			1,019.73	05/03/2024	FICA240503085501FD	FICA Employee
			2,450.88	05/03/2024	FICA240503085501FN	FICA Employee
			1,251.19	05/03/2024	FICA240503085501HR	FICA Employee
			784.31	05/03/2024	MEDR240503085501IS	Medicare Employer
			4,380.97	05/03/2024	MEDR240503085501P	Medicare Employer
			5,327.90	05/03/2024	MEDR240503085501P	Medicare Employer
			272.71	05/03/2024	MEDR240503085501C	Medicare Employer
			757.39	05/03/2024	MEDR240503085501C	Medicare Employer
			85.89	05/03/2024	MEDR240503085501E	Medicare Employer
			3,319.51	05/03/2024	MEDR240503085501FI	Medicare Employer
			573.21	05/03/2024	MEDR240503085501FI	Medicare Employer

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				292.62	05/03/2024	MEDR240503085501H	Medicare Employer
				3,318.94	05/03/2024	MEDE240503085501FI	Medicare Employee
				573.21	05/03/2024	MEDE240503085501FI	Medicare Employee
				292.62	05/03/2024	MEDE240503085501H	Medicare Employee
				785.19	05/03/2024	MEDE240503085501IS	Medicare Employee
				4,376.41	05/03/2024	MEDE240503085501PI	Medicare Employee
				5,327.90	05/03/2024	MEDE240503085501PI	Medicare Employee
				5,534.43	05/03/2024	FIT 240503085501IS	Federal Withholding Tax
				28,844.50	05/03/2024	FIT 240503085501PD	Federal Withholding Tax
				37,820.32	05/03/2024	FIT 240503085501PW	Federal Withholding Tax
				276.96	05/03/2024	MEDE240503085501C	Medicare Employee
				757.39	05/03/2024	MEDE240503085501C	Medicare Employee
				85.89	05/03/2024	MEDE240503085501EI	Medicare Employee
				2,171.08	05/03/2024	FIT 240503085501CA	Federal Withholding Tax
				5,717.98	05/03/2024	FIT 240503085501CD	Federal Withholding Tax
				1,040.46	05/03/2024	FIT 240503085501ED	Federal Withholding Tax
				23,080.02	05/03/2024	FIT 240503085501FD	Federal Withholding Tax
				4,911.03	05/03/2024	FIT 240503085501FN	Federal Withholding Tax
				2,334.14	05/03/2024	FIT 240503085501HR	Federal Withholding Tax
				1,022.14	05/03/2024	FICE240503085501FD	FICA Employer
				2,450.88	05/03/2024	FICE240503085501FN	FICA Employer
				1,251.19	05/03/2024	FICE240503085501HR	FICA Employer
				3,353.56	05/03/2024	FICE240503085501IS	FICA Employer
				2,512.07	05/03/2024	FICE240503085501PD	FICA Employer
				22,781.24	05/03/2024	FICE240503085501PV	FICA Employer
				3,357.31	05/03/2024	FICA240503085501IS	FICA Employee
				2,492.55	05/03/2024	FICA240503085501PD	FICA Employee
				22,781.24	05/03/2024	FICA240503085501PV	FICA Employee
				1,165.79	05/03/2024	FICE240503085501CA	FICA Employer
				3,238.45	05/03/2024	FICE240503085501CD	FICA Employer
				367.25	05/03/2024	FICE240503085501ED	FICA Employer
				219,328.12			
	INTERNAL REVENUE SERVICE Total						
2639	STATE DISBURSEMENT UNIT						
				369.23	05/03/2024	00000486240503085E	IL Child Support Amount 1
				373.85	05/03/2024	000001225240503085E	IL Child Support Amount 1
				596.30	05/03/2024	000001244240503085E	IL Child Support Amount 1
				499.84	05/03/2024	000001527240503085E	IL Child Support Amount 1
				277.87	05/03/2024	000001539240503085E	IL Child Support Amount 1

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	STATE DISBURSEMENT UNIT Total			<u>2,117.09</u>			
2644	IMRF			3,662.55	04/30/2024	043024	2 OF 3 PAYROLL IMRF MARCH
				917.31	05/02/2024	050224	3 OF 3 PAYROLL IMRF MARCH
				190,297.62	05/07/2024	050724	IMRF PAYROLL WIRE APRIL
	IMRF Total			<u>194,877.48</u>			
2650	OVERHEAD MATERIAL HANDLING ILL		120248	2,468.53	04/30/2024	34073	INSPECTION REPAIRS-FINAL
	OVERHEAD MATERIAL HANDLING ILL Total			<u>2,468.53</u>			
2793	4IMPRINT INC			1,241.93	04/30/2024	12416157	NOTEBOOKS PUBLIC SER WEE
	4IMPRINT INC Total			<u>1,241.93</u>			
2871	WHITTAKER CONSTRUCTION		116115	430,473.63	04/30/2024	21-2024	RIVERSIDE LIFT STATION
	WHITTAKER CONSTRUCTION Total			<u>430,473.63</u>			
2924	SAFARILAND LLC			188.00	04/30/2024	I24-059909	UNIFORM FAWKES
	SAFARILAND LLC Total			<u>188.00</u>			
2929	FOOTE MIELKE CHAVEZ & ONEIL			500.00	04/30/2024	212	AARON FRENCH
				550.00	04/30/2024	213	RESPOND AGNIESZKA
				550.00	04/30/2024	210	THOMAS PULLIA
				500.00	04/30/2024	211	BRITTANY WAGNER
				6,400.00	04/30/2024	208	TRIALS
				550.00	04/30/2024	209	ROBERT MARSHALL
	FOOTE MIELKE CHAVEZ & ONEIL Total			<u>9,050.00</u>			
2956	LAI LLC		123137	3,523.16	04/30/2024	24-60945	STATOR MODEL 2E022
			123234	3,489.58	04/30/2024	24-60947	GOULDS PUMP WET END LESS
	LAI LLC Total			<u>7,012.74</u>			
2963	RAYNOR DOOR AUTHORITY			5,174.00	05/02/2024	03200096894	SERVICE CALL PW DEPT

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	RAYNOR DOOR AUTHORITY Total			<u>5,174.00</u>			
2990	HAWKINS INC		112	3,289.05	04/30/2024	6734485	WATER DEPT CHEMICALS
	HAWKINS INC Total			<u>3,289.05</u>			
3002	REDISHRED CHICAGO INC			174.87	04/30/2024	1406035	MONTHLY SHREDDING SERVIC
	REDISHRED CHICAGO INC Total			<u>174.87</u>			
3015	MORAN CONSULTING INC		122012	4,467.86	04/30/2024	4161	SERVICE ESSENTIALS
	MORAN CONSULTING INC Total			<u>4,467.86</u>			
3099	MIDWEST SALT LLC		111	2,752.10	04/30/2024	P474069	MVP IND COARSE-BOL 58877
	MIDWEST SALT LLC Total			<u>2,752.10</u>			
3102	RUSH PARTS CENTERS OF ILLINOIS		119057	134.58	04/30/2024	3036815323	VALVE
			119057	51.88	04/30/2024	3036822939	VALVE HEIGHT CONTROL
			119057	206.95	04/30/2024	3036940232	FUEL MODULE & FILTERS
			119057	12.91	04/30/2024	3036977157	TRUCK 1793 PARTS
			119057	390.15	04/30/2024	3036981744	FLEET PARTS VEH 1893
			123987	31.37	04/30/2024	3036982365	ELBOW
			119057	25.82	04/30/2024	3036992229	TRUCK 1793 PARTS
			123072	7,024.61	04/30/2024	3036747536	SERVICE REPAIR UNIT 1711
	RUSH PARTS CENTERS OF ILLINOIS Total			<u>7,878.27</u>			
3131	VCNA PRAIRIE INC		119179	1,352.75	04/30/2024	891443547	READY MIX
			119179	887.81	04/30/2024	891448854	READY MIX
			119179	931.81	04/30/2024	891454843	READY MIX
	VCNA PRAIRIE INC Total			<u>3,172.37</u>			
3147	DUPAGE TOPSOIL INC		119308	1,925.00	04/30/2024	056782	SEMIS PULV DIRT
	DUPAGE TOPSOIL INC Total			<u>1,925.00</u>			
3148	CORNERSTONE PARTNERS						

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			119200	10,986.83	04/30/2024	CP33466	PRESEASON MOWING AND TRI
	CORNERSTONE PARTNERS Total			<u>10,986.83</u>			
3202	ENGINEERING RESOURCE ASSOCIATE		118544	320.50	04/30/2024	W2306300.07	WRF LAND SURVEYING SERVIC
	ENGINEERING RESOURCE ASSOCIATE Total			<u>320.50</u>			
3280	PLANET DEPOS LLC		119043	815.30	04/30/2024	657586	EXPEDITED TRANSCRIPT INDIA/
			119043	878.50	04/30/2024	660728	HEARING-1416 INDIANA AVE
			119043	-878.50	04/30/2024	660728	HEARING-1416 INDIANA AVE
			119043	878.50	04/30/2024	660728A	1416 INDIANA AVE TRANSCRIPT
			119043	-815.30	04/30/2024	657586	EXPEDITED TRANSCRIPT INDIA/
	PLANET DEPOS LLC Total			<u>878.50</u>			
3288	FGM ARCHITECTS INC		120366	2,634.51	04/30/2024	23-3824.01-10	POLICE DEPT FIRING RANGE S
	FGM ARCHITECTS INC Total			<u>2,634.51</u>			
3303	ELIZABETH SMITH			221.40	04/30/2024	042524	PETTY CASH REIMBURSEMENT
	ELIZABETH SMITH Total			<u>221.40</u>			
3318	THERMCO PRODUCTS INC		122993	156.01	04/30/2024	271904	RECERTIFICATION
	THERMCO PRODUCTS INC Total			<u>156.01</u>			
3504	Meghan Kramer			357.98	04/30/2024	041824MK	PER DIEM PLECET TRAINING 5,
				64.00	04/30/2024	062323MK	PER DIEM INSTRUCTOR DEVEL
	Meghan Kramer Total			<u>421.98</u>			
3561	ADVANCED ELEVATOR COMPANY			684.88	04/30/2024	55750	WALNUT STREET PARKING GAI
	ADVANCED ELEVATOR COMPANY Total			<u>684.88</u>			
3616	SHERWIN INDUSTRIES INC		122531	16,932.95	04/30/2024	SS102126	ES2000 GRACO LINE LAZER GL
	SHERWIN INDUSTRIES INC Total			<u>16,932.95</u>			
3670	ACTION LOCK & KEY INC						

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			124026	300.00	04/30/2024	117644	DOOR REPAIR AT PD
	ACTION LOCK & KEY INC Total			300.00			
3694	Brandon Paus		119794	90.00	04/30/2024	042324	TUITION REIMBURSEMENT
	Brandon Paus Total			90.00			
3766	PROVEN BUSINESS SYSTEMS			3,224.70	04/30/2024	1168468	MONTHLY COPIERS
	PROVEN BUSINESS SYSTEMS Total			3,224.70			
3786	EMPLOYEE BENEFITS CORPORATION		119126	234.36	04/30/2024	4423000	BESTFLEX PLAN-ADMIN FEE
	EMPLOYEE BENEFITS CORPORATION Total			234.36			
3787	VIKING BROS INC		115	5,021.85	04/30/2024	INV_2024-307	CA 7 AND CA 6 STONE
	VIKING BROS INC Total			5,021.85			
3797	ONE WAY SAFETY LLC			450.00	04/30/2024	SI100331	POSI TEST
			120273	898.50	04/30/2024	SI34836	FIT TEST
	ONE WAY SAFETY LLC Total			1,348.50			
3799	LRS HOLDINGS LLC		119187	2,611.46	04/30/2024	LR5656715	TRASH REMOVAL
			119090	182.00	05/02/2024	PS566623	9-22-23-11-16-23
				536.00	05/02/2024	PS566624	SEPT 23-NOV 23
	LRS HOLDINGS LLC Total			3,329.46			
3800	Lora Vitek			46.85	04/30/2024	042624LV	LUNCH WITH MAYOR REIMBUR
	Lora Vitek Total			46.85			
3805	EMPLOYEE BENEFITS CORP - ACH			16,344.70	04/30/2024	C98632-202404	FLEXIBLE SPENDING CLAIMS
	EMPLOYEE BENEFITS CORP - ACH Total			16,344.70			
3858	IHC CONSTRUCTION COMPANIES LLC		123242	12,206.10	04/30/2024	125908	1403 INDIANA ST VALVE INSTAL

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		STAT PROC				
	IHC CONSTRUCTION COMPANIES LLC Total		<u>12,206.10</u>			
3866	BECKY COURTNEY	121899	993.67	04/30/2024	212167	SINGLE GAS METER
	BECKY COURTNEY Total		<u>993.67</u>			
3882	CORE & MAIN LP	123236	9,070.00	04/30/2024	U680295	MISC SUPPLIES
		123138	1,980.00	04/30/2024	U682776	MISC SUPPLIES
		123457	560.00	04/30/2024	U713959	O RING
		123735	194.00	04/30/2024	U739263	INVENTORY ITEMS
		123776	180.00	04/30/2024	U746777	MISC SUPPLIES
		123830	170.24	04/30/2024	U753365	SEWER PIPE
		123844	90.00	04/30/2024	U755162	INVENTORY ITEMS
		123312	1,651.50	04/30/2024	U773180	PIPES
		123312	254.00	04/30/2024	U773919	PIPE
		123312	130.00	04/30/2024	U787055	STRAPS
	CORE & MAIN LP Total		<u>14,279.74</u>			
3885	KIMBERLY G ABATANGELO	119105	300.00	04/30/2024	STC04172024	708 MHB MEETING MINUTES
		119105	187.50	04/30/2024	STC04242024	MHB MEETING MINUTES
	KIMBERLY G ABATANGELO Total		<u>487.50</u>			
3886	VIA CARLITA LLC	119035	143.47	04/30/2024	81319	TRUCK 1937 PARTS
	VIA CARLITA LLC Total		<u>143.47</u>			
3899	GOOD CALL PLUMBING		90.00	04/30/2024	042324	REFUND PERMIT 202400497
			90.00	04/30/2024	042324A	REFUND PERMIT 202400498
	GOOD CALL PLUMBING Total		<u>180.00</u>			
3968	TRANSAMERICA CORPORATION		5,105.78	05/03/2024	RHFP240503085501PI	Retiree Healthcare Funding Pla
			1,384.41	05/03/2024	S115240503085501FD	Sect 115 Retiree Health Plan
	TRANSAMERICA CORPORATION Total		<u>6,490.19</u>			
3973	HSA BANK WIRE ONLY		2,963.32	05/03/2024	HSAF240503085501FC	Health Savings Plan - Family

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>STAT PROC</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
				754.16	05/03/2024	HSAF240503085501HF	Health Savings Plan - Family
				451.50	05/03/2024	HSAF240503085501IS	Health Savings Plan - Family
				2,946.66	05/03/2024	HSAF240503085501PI	Health Savings Plan - Family
				145.00	05/03/2024	HSAF240503085501PV	Health Savings Plan - Family
				214.58	05/03/2024	HSAS240503085501C/	Health Savings - Self Only
				747.92	05/03/2024	HSAS240503085501CI	Health Savings - Self Only
				1,391.69	05/03/2024	HSAS240503085501FI	Health Savings - Self Only
				925.00	05/03/2024	HSAS240503085501PI	Health Savings - Self Only
				993.96	05/03/2024	HSAS240503085501PV	Health Savings - Self Only
	HSA BANK WIRE ONLY Total			11,533.79			
4048	ZOLL MEDICAL CORPORATION		123059	895.72	04/30/2024	3953749	LIFEBAND 3 PACK
	ZOLL MEDICAL CORPORATION Total			895.72			
4074	AMAZON CAPITAL SERVICES INC		123683	74.95	04/30/2024	11DL-LF4D-GVFQ	INVENTORY ITEMS
			122191	144.90	04/30/2024	11XL-W3VK-6G6P	SOCKET BASE
			122627	882.07	04/30/2024	13H9-CYWH-NHVV	RESCUE SUPPLIES
			124051	74.00	04/30/2024	14YW-RPDL-QJ3R	CANNON CARTRIDGE
			123783	559.94	04/30/2024	16G3-1XCQ-D1N4	VOLTIVE SPEAKERS AND COMI
			119306	55.86	04/30/2024	16G3-1XCQ-NJQR	UTILITY KNIFE
			123713	89.75	05/02/2024	1LRN-R6CK-CQKG	TOOLS
			123933	611.99	05/02/2024	1XTH-MGFP-Q14K	MISC SUPPLIES
				-466.65	04/30/2024	1RN4-TR3Q-JQFH	CERDITS PO 122539
			123711	572.88	04/30/2024	1RQ7-P947-VHHR	INVENTORY ITEMS
			122994	134.69	04/30/2024	1RRG-F14M-GC4R	FIRESTONE AIR HELPER SPRIN
			119116	314.96	04/30/2024	1RTC-NDXD-LLTF	OFFICE SUPPLIES
			123966	143.96	04/30/2024	1VLP-F7D7-PD16	LED LIGHTS
			119112	19.99	04/30/2024	1X3N-N1JM-T13W	GLASS WIPE CLEANER
			119306	45.99	04/30/2024	1KTX-1HCY-PRH6	FLASHLIGHT RECHARGEABLE
			123816	21.74	04/30/2024	1LYL-JJFQ-NYH6	LEXIVON TORCH IRON TIP
			119168	540.98	04/30/2024	1M7V-1CQD-GP3R	TOOL EQUIPMENT SUPPLIES
			122627	1,486.49	04/30/2024	1NGH-WNCN-61WN	EMA SUPPLIES
			119131	44.87	04/30/2024	1NKY-DDN1-69QD	OFFICE SUPPLIES
			119168	665.42	04/30/2024	1NTD-RNTJ-649J	KODAK DIGITAL CAMERA & BAC
			122194	530.25	04/30/2024	17XF-JXHT-9F74	GLOVES
			119168	15.99	04/30/2024	1C9L-6NDD-HWQW	OFFICE SUPPLIES
			119116	137.77	04/30/2024	1CQ1-N379-7NLF	OFFICE SUPPLIES

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>STAT PROC</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
			119168	160.15	04/30/2024	1GQM-4J7C-MK7F	REFRESHMENT SUPPLIES
			122433	29.56	04/30/2024	1HDT-41WM-9RVT	HDMI CABLE
			122387	642.79	04/30/2024	1JLR-9TMD-1CGY	MISC SUPPLIES
	AMAZON CAPITAL SERVICES INC Total			<u>7,535.29</u>			
4131	Bryce Rentschler			45.00	04/30/2024	091223BR	PER DIEM FUGITIVE MISSION
	Bryce Rentschler Total			<u>45.00</u>			
4135	ILLINOIS PUBLIC RISK FUND			14,485.00	05/02/2024	86213	MONTHLY IPRF JUNE 2024
	ILLINOIS PUBLIC RISK FUND Total			<u>14,485.00</u>			
4174	UNIFIRST CORPORATION						
			119320	149.67	04/30/2024	1320126867	UNIFORMS
			119320	149.67	04/30/2024	1320128709	UNIFORMS
	UNIFIRST CORPORATION Total			<u>299.34</u>			
4192	CONSTRUCTION MANAGEMENT			445.00	04/30/2024	PRPAR202301700	REFUND PERMIT FEES
	CONSTRUCTION MANAGEMENT Total			<u>445.00</u>			
4197	ILLINOIS PUBLIC RISK FUND			70,566.02	04/30/2024	1447	WC CLAIMS 1/1/24-3/31/24
	ILLINOIS PUBLIC RISK FUND Total			<u>70,566.02</u>			
4242	MID AMERICA ENERGY SERVICES						
			122136	6,026.00	04/30/2024	23259	HYDROVAC LIFT STATION
			122013	9,907.95	04/30/2024	23260	KARL MADSEN DR-DRAINAGE F
	MID AMERICA ENERGY SERVICES Total			<u>15,933.95</u>			
4312	Bradley Schumacher			16.00	05/02/2024	080923BS	PER DIEM FIELD TRAINING
	Bradley Schumacher Total			<u>16.00</u>			
4377	MACQUEEN EQUIPMENT LLC						
			119055	436.78	04/30/2024	P27686	PILOT VALVE/SOL KIT
			119055	146.58	04/30/2024	P27805	GAUGE PRESSURE
			119055	85.14	04/30/2024	P27895	LIGHT MAO - FLEET PARTS
			119055	243.94	04/30/2024	P27956	ENGINE OIL

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>STAT PROC</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
			119055	59.06	04/30/2024	P28074	SWITCH
	MACQUEEN EQUIPMENT LLC Total			971.50			
4381	CULLIGAN TRI CITY		119515	168.56	04/30/2024	29017	WATER DELIVERY CITY HALL
	CULLIGAN TRI CITY Total			168.56			
4383	STERICYCLE INC		122076	126.04	04/30/2024	8005576952	SUBSCRIPTIONS
			122076	126.04	04/30/2024	8005653670	SUBSCRIPTION
			122076	311.48	04/30/2024	8005933592	BEMIS 8 GALLON SHARPS CON
			122076	124.78	04/30/2024	8006263677	MARCH SUBSCRIPTION
			122076	124.78	04/30/2024	8006570496	SUBSCRIPTION
	STERICYCLE INC Total			813.12			
4391	METRONET HOLDINGS LLC			2,359.03	04/30/2024	1497261/042224	SERVICES 4/22/24-5/24/24
	METRONET HOLDINGS LLC Total			2,359.03			
4399	Kevin Kasperek			41.00	04/30/2024	042424KK	PARAMEDIC LICENSE RENEWA
	Kevin Kasperek Total			41.00			
4415	Christina Smith			60.00	04/30/2024	041924CS	IWWSG EVENT 4/17/24
	Christina Smith Total			60.00			
4456	FEHR GRAHAM & ASSOCIATES LLC		120302	2,114.00	04/30/2024	122074	LICENSED WW OPERATOR
			120302	3,062.50	04/30/2024	122075	LICENSED WW OPERATOR
			116816	1,480.00	04/30/2024	122076A	LEAD AND POLYMER CONSULT
			117887	1,875.00	04/30/2024	122076B	DESIGN/PERMITTING/BIDDING
			117915	390.25	04/30/2024	122076C	MASTER ENGINEERING
			119725	13,537.25	04/30/2024	122076D	LSLR COMP PLAN
			119959	25,855.25	04/30/2024	122076E	EASTERN INTERCEPTOR
			117233	732.75	04/30/2024	122076F	4TH ST WATERMAIN
			120750	12,500.00	04/30/2024	122076G	PRAIRIE ST WATER AND SEWE
			122041	3,013.25	04/30/2024	122076H	MASTER ENGINEERING
			110616	34,856.50	04/30/2024	122076I	STATE STREET SANITARY

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
	STAT PROC					
	FEHR GRAHAM & ASSOCIATES LLC Total		99,416.75			
4466	Othello Rosal		100.00	04/30/2024	081023OR	PER DIEM HOMICIDE INVESTIG
	Othello Rosal Total		100.00			
4473	BRAD MANNING FORD INC					
		123736	2,266.14	04/30/2024	142218	TRUCK 1882 REPAIR
		122566	5,869.05	04/30/2024	2430	PARTS FOR VEH 1851
	BRAD MANNING FORD INC Total		8,135.19			
4474	MEREDITH WATER COMPANY					
		119504	80.00	04/30/2024	0793402	DI RENTAL SERVICE
	MEREDITH WATER COMPANY Total		80.00			
4478	MECHANICAL INC					
			1,895.19	04/30/2024	CHI196329	SHEET METAL WORK
			701.34	04/30/2024	CHI196450	BLOWN FUSES IN GRUND CON
	MECHANICAL INC Total		2,596.53			
4497	STC LEARN					
			3,000.00	04/30/2024	041924	YOUTH COMMISSION
	STC LEARN Total		3,000.00			
4513	Mary DePeder					
			44.00	05/02/2024	T000012465A	TRANSPORTATION LASERFICH
	Mary DePeder Total		44.00			
4590	JOHN J MILLNER & ASSOCIATES					
		119677	2,400.00	04/30/2024	224	CONSULTING FEBRUARY
		119677	2,400.00	04/30/2024	225	CONSULTING MARCH
	JOHN J MILLNER & ASSOCIATES Total		4,800.00			
4600	AMERICAN ENERGY ANALYSIS INC					
		123309	3,500.00	04/30/2024	24493	WELL 3 AND 4 GATE
	AMERICAN ENERGY ANALYSIS INC Total		3,500.00			
4614	STEPHEN J JURIGA P C					
			5,608.05	04/30/2024	773519	K9 DENTAL WORK
	STEPHEN J JURIGA P C Total		5,608.05			

<u>VENDOR</u>	<u>VENDOR NAME</u>	<u>STAT PROC</u>	<u>PO NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
4651	Ryan Carrigan			296.00	04/30/2024	042224RC	
	Ryan Carrigan Total			296.00			
4657	THE HAIRY ANT INC		121694	242.00	04/30/2024	6043	HATS
				198.00	04/30/2024	6573	SCPD HEAD GEAR
	THE HAIRY ANT INC Total			440.00			
4662	BEC ENTERPRISES LLC		122305	8,912.35	04/30/2024	INV25555	SEWER FLUSHING EQUIPMENT
			122667	4,108.00	04/30/2024	INV25744	PARTS FOR EQUIPMENT
	BEC ENTERPRISES LLC Total			13,020.35			
4708	SAMS CLUB		124301	325.70	05/01/2024	10168005089	INVENTORY COFFEE AND TISS
	SAMS CLUB Total			325.70			
4715	IPBC			445,487.94	05/01/2024	050124	IPBC MONTHLY BILLING
	IPBC Total			445,487.94			
4716	BOB JASS CHEVROLET		122648	811.68	04/30/2024	88081	TRUCK 1916 PARTS
	BOB JASS CHEVROLET Total			811.68			
4728	CARASOFT TECHNOLOGY CORP		116482	1,368.95	04/30/2024	IN1637826	TECHNICAL CONSULTANT
	CARASOFT TECHNOLOGY CORP Total			1,368.95			
4736	SNAPLOGIC INC		123659	25,725.00	04/30/2024	07708	BUSINESS PACKAGE
	SNAPLOGIC INC Total			25,725.00			
4765	EWING SAFETY AND INDUSTRIAL		123582	216.75	04/30/2024	30200	SAFTEY UNIFORMS
			123582	229.97	04/30/2024	30338	ARIAT LOOSE JEANS
	EWING SAFETY AND INDUSTRIAL Total			446.72			
4783	ST CHARLES PROF FIREFIGHTERS			1,717.60	05/03/2024	UNF 240503085501FD	Union Dues - IAFF

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	STAT PROC		1,717.60			
	ST CHARLES PROF FIREFIGHTERS Total					
4793	STERLING AUTO GLASS INC	122185	250.00	04/30/2024	I008893	INSTALL GLASS DOOR
	STERLING AUTO GLASS INC Total		250.00			
4825	SAMUEL A BONILLA III		975.00	04/30/2024	24-04	ADJUDICATION HEARING OFFIC
	SAMUEL A BONILLA III Total		975.00			
4827	CONCENTRIC INTEGRATION LLC					
		116546	3,787.93	04/30/2024	0242576	SCADA SUPPORT
		116546	11,874.34	04/30/2024	0250277	SCADA SUPPORT
		116546	370.00	04/30/2024	0250638	SCADA SUPPORT
		116546	3,237.50	04/30/2024	0252935	SCADA SUPPORT
		116546	10,627.50	04/30/2024	0253804	SCADA IMPROVEMENTS
		116546	185.00	04/30/2024	0253808	SCADA SUPPORT
		116546	32,656.70	04/30/2024	0254899	SCADA IMPROVEMENTS
		116546	7,240.56	04/30/2024	0254901	SCADA SUPPORT
		116546	3,252.50	04/30/2024	0255619	SCADA SUPPORT
		116546	1,998.75	04/30/2024	0255621	SCADA SUPPORT
	CONCENTRIC INTEGRATION LLC Total		75,230.78			
4865	OMEGA SERVICES INC	119589	800.00	04/30/2024	751	PARKING GARAGE-WINDOW CI
	OMEGA SERVICES INC Total		800.00			
4869	CATON VALUATION SERVICES LLC		3,000.00	04/30/2024	C24-152	APPRAISAL-116 S RIVERSIDE A
	CATON VALUATION SERVICES LLC Total		3,000.00			
4870	HD SUPPLY INC	123068	138.56	04/30/2024	INV00336984	SAMPLE CELLS
	HD SUPPLY INC Total		138.56			
4883	LEONARDI APPLIANCE PARTS &	123145	500.00	04/30/2024	173224	MICRO SS TRIM KIT
	LEONARDI APPLIANCE PARTS & Total		500.00			
4884	GENSERVE LLC					

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			122199	2,527.55	04/30/2024	0418855-IN	WELL 9 REPAIR
	GENSERVE LLC Total			<u>2,527.55</u>			
4885	COLLIFLOWER INC		119054	7.30	04/30/2024	02298473	MISC FLEET PARTS
			123490	98.36	04/30/2024	02311468	ELBOW
	COLLIFLOWER INC Total			<u>105.66</u>			
4893	NAPCO INC		119180	167.07	04/30/2024	313879	BREASKFAST BLEND
			119180	205.13	04/30/2024	316028	COFFEE POLICE DEPT
			119180	167.07	04/30/2024	317493	BREAKFAST BLEND
			119180	167.07	04/30/2024	319046	BRAKFAST BLEND
	NAPCO INC Total			<u>706.34</u>			
4894	GRANICUS LLC		124130	713.57	04/30/2024	183272	WORKFORCE SINGLE SIGN ON
	GRANICUS LLC Total			<u>713.57</u>			
4912	EVERBRIDGE INC		122361	15,271.83	04/30/2024	M80760	LIFE SAFETY/SECURITY/PRO
	EVERBRIDGE INC Total			<u>15,271.83</u>			
4958	PRESERVATION SERVICES INC		120360	68,342.67	05/10/2024	5895	FINAL PW ROOF REPLACEMEN
			120360	-68,342.67	05/10/2024	5895	FINAL PW ROOF REPLACEMEN
	PRESERVATION SERVICES INC Total			<u>0.00</u>			
4977	SAFEGUARD PLUMBING SERVICES		123244	9,597.00	04/30/2024	1299	INSTALL RESIDENTIAL SEWER
	SAFEGUARD PLUMBING SERVICES Total			<u>9,597.00</u>			
4981	SNOW SYSTEMS			22,257.50	05/02/2024	23-065245	JANUARY 6TH SNOW EVENT
	SNOW SYSTEMS Total			<u>22,257.50</u>			
4990	TIMMONS GROUP INC		121228	7,791.75	04/30/2024	338813	MIGRATION SERVICES
	TIMMONS GROUP INC Total			<u>7,791.75</u>			
5000	Ryan Law						

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				60.00	04/30/2024	041624RL	CDL RENEWAL
	Ryan Law Total			<u>60.00</u>			
5011	MORTON SALT INC						
			116	20,170.52	04/30/2024	5402987487	BULK SAFE T SALT
			116	3,445.23	04/30/2024	5402988380	BULK SAFE T SALT
			116	16,923.17	04/30/2024	5402990849	BULK SAFE-T-SALT
			116	7,520.97	04/30/2024	5402991786	SALT
			116	16,578.97	04/30/2024	5403002968	BULK SAFE T SALT
			116	24,440.17	04/30/2024	5403004818	BULK SAFE T SALT
			116	23,514.62	04/30/2024	5403006562	BULK SAFE T SALT
			116	36,116.98	04/30/2024	5403014131	BULK SALT
			116	45,781.70	04/30/2024	5403015006	BULK SAFE T SALT
			116	14,094.18	04/30/2024	5403016011	BULK SALT
			116	8,471.90	04/30/2024	5403021012	BULK SAFE T SALT
	MORTON SALT INC Total			<u>217,058.41</u>			
5017	ELECTRIC POWER ENGINEERS LLC						
			121593	24,324.30	04/30/2024	28363	10 YEAR STUDY
	ELECTRIC POWER ENGINEERS LLC Total			<u>24,324.30</u>			
5021	RENEW PC INC						
			123203	1,524.00	04/30/2024	24-2559	IN VEHICLE PAPER ROLL MOL
	RENEW PC INC Total			<u>1,524.00</u>			
5033	KAPLAN PAVING LLC						
			122085	230.00	04/30/2024	020124	HITCH MOUNT
	KAPLAN PAVING LLC Total			<u>230.00</u>			
5041	QP TESTING LLC						
			122406	2,766.00	04/30/2024	303988	RAISE CONTACTOR
			122559	916.00	04/30/2024	303989	OVERCURRENT RELAY
	QP TESTING LLC Total			<u>3,682.00</u>			
5043	WSCE LLC						
			122485	2,180.00	04/30/2024	468	CONVEYOR AND HOPPER REN
	WSCE LLC Total			<u>2,180.00</u>			
5067	JOSEPH K FREEMAN						
			122944	10,000.00	04/30/2024	042924	BUSINESS IMPROVEMENT GRA

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	JOSEPH K FREEMAN	Total		<u>10,000.00</u>			
999000586	GERALD SCHMITZ			21.05	04/30/2024	042224	REIMBURSE REFRESHMENTS
	GERALD SCHMITZ	Total		<u>21.05</u>			
999001071	ALIBI BAR & GRILL			200.00	04/30/2024	041824	REFUND-VIDEOGAME LICENSE
	ALIBI BAR & GRILL	Total		<u>200.00</u>			
999001452	BIOCONNECT INC			2,375.41	04/30/2024	INV21495-2	GENERAL SUPPLIES- TAG # 23-
	BIOCONNECT INC	Total		<u>2,375.41</u>			
999001469	AUDUBON COUNCIL OF ILLINOIS			200.00	04/30/2024	041824	BIRD CITY RESOLUTION 2024-5
	AUDUBON COUNCIL OF ILLINOIS	Total		<u>200.00</u>			
999001470	CALVIN REED			2,300.00	04/30/2024	041924	URBAN DESIGN INITIATIVE POL
	CALVIN REED	Total		<u>2,300.00</u>			
999001471	REDBOX AUTOMATED RETAIL LLC			108.33	04/30/2024	033124	REFUND-OVERPAID-AMUSEME
	REDBOX AUTOMATED RETAIL LLC	Total		<u>108.33</u>			
999001472	ANTHONY J MAGGIO			5,000.00	04/30/2024	042924	PERMIT 202201380
	ANTHONY J MAGGIO	Total		<u>5,000.00</u>			
999001473	KARLA WAGER			15.00	05/02/2024	050124	REIMBURSE WIRE TRANSFER I
	KARLA WAGER	Total		<u>15.00</u>			
999001474	PETER KATES			156.55	05/02/2024	043024	DUPLICATE FEB 2024 ALCOHOI
	PETER KATES	Total		<u>156.55</u>			

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			Grand Total:	3,817,780.63			

The above expenditures have been approved for payment:

_____	_____
Chairman, Government Operations Committee	Date
_____	_____
Vice Chairman, Government Operations Committee	Date
_____	_____
Finance Director	Date

CITY OF ST. CHARLES
Budget Revision Listing

April 2024

JE TYPE	JE #	BUDGET #	COMPANY	FISCAL YEAR	PERIOD	DATE	ACCT-UNIT	ACCOUNT	AMOUNT	DESCRIPTION
Budget Transfer	111	100	1000	2024	12	04/29/2024	100210	51304	\$ 676.00	Public Salary membership
Budget Transfer	111	100	1000	2024	12	04/29/2024	100210	51300	\$ (676.00)	Public Salary membership
Budget Transfer	111	100	1000	2024	12	04/29/2024	100210	54189	\$ 109.00	Temporary labor
Budget Transfer	111	100	1000	2024	12	04/29/2024	100210	54150	\$ (109.00)	Temporary labor
Budget Transfer	111	100	1000	2024	12	04/29/2024	210541	52304	\$ 20.00	Chemical purchase
Budget Transfer	111	100	1000	2024	12	04/29/2024	210541	52309	\$ (20.00)	Chemical purchase
Budget Transfer	111	100	1000	2024	12	04/29/2024	100510	51400	\$ 23.00	Forestry conference
Budget Transfer	111	100	1000	2024	12	04/29/2024	100510	52800	\$ (23.00)	Forestry conference
Budget Transfer	111	100	1000	2024	12	04/29/2024	100300	52000	\$ 30.00	Repl supplies account
Budget Transfer	111	100	1000	2024	12	04/29/2024	100300	52002	\$ (30.00)	Repl supplies account
111 Total									\$ -	
Grand Total									\$ -	

The revisions shown herewith have been approved by the City Council, except as noted below.

 Chairman, Government Operations Committee

 Date

 Vice Chairman, Government Operations Committee

 Date

 Finance Director

 Date

Exceptions:



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: IIA

Title: Recommendation from Mayor Lora Vitek to Approve Reappointment of Meaghan Bishop to the Youth Commissions.

Presenter: Mayor Lora Vitek

Meeting: City Council

Date: May 20, 2024

Proposed Cost: \$

Budgeted Amount: \$

Not Budgeted:

Executive Summary *(if not budgeted please explain):*

Meaghan Bishop – Youth Commission – Term exp. 4/30/2026

Attachments *(please list):*

None

Recommendation/Suggested Action *(briefly explain):*

Recommendation from Mayor Lora Vitek to approve reappointment of Meaghan Bishop to the Youth Commission.



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: IIB

Title:	Recommendation from Mayor Lora Vitek to Approve Appointment of Nick Smith to the Natural Resources Commission.
Presenter:	Mayor Lora Vitek

Meeting: City Council Date: May 20, 2024

Proposed Cost: \$ Budgeted Amount: \$ Not Budgeted:

Executive Summary *(if not budgeted please explain):*

Nick Smith – Natural Resources Commission – Term exp. 4/30/2028

*Nick will be filling a vacancy on the commission.


Nick Smith grew up in Saint Charles - graduating from North in 2003. He lived in Los Angeles while developing the hit, indie thriller MUNGER ROAD, primarily filmed in the city and released in theaters in 2011. Nick moved back to Saint Charles and started a family while opening the local restaurants, Alexanders Cafe and Old Republic in Elgin. Nick Smith is a board member of the Saint Charles Business Alliance, serving since 2019. He has volunteered for the Lazarus House and is the chairman of the Saint Sophia Greek Orthodox Church’s Annual Greek Fest. Nick and his wife Eleni live in the Potawatomi neighborhood with their three daughters.

Attachments *(please list):*

None

Recommendation/Suggested Action *(briefly explain):*

Recommendation from Mayor Lora Vitek to approve appointment of Nick Smith to the Natural Resources Commission.

 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	AGENDA ITEM EXECUTIVE SUMMARY		Agenda Item number: IIC
	Title:	Motion to approve a 2:00am Late Night Permit for El Santo Mexican Grill & Cantina in the City of St. Charles for FY 2024/2025	
	Presenter:	Police Chief Keegan	
Meeting: City Council		Date: May 20, 2024	
Proposed Cost:		Budgeted Amount: \$	Not Budgeted: <input type="checkbox"/>
TIF District: Choose an item.			
Executive Summary (if not budgeted, please explain):			
<p>Spotted Fox, located at 3615 E. Main Street, is reopening their business as El Santo Mexican Grill & Cantina. They currently hold a 1:00am late night permit and are requesting it be extended to a 2:00am permit.</p>			
Attachments (please list):			
Memo, Late Night Permit Renewal Application			
Recommendation/Suggested Action (briefly explain):			
Motion to approve a 2:00am Late Night Permit for El Santo Mexican Grill & Cantina in the City of St. Charles for FY 2024/2025.			



Memo

Date: May 15, 2024

To: Lora Vitek, Mayor-Liquor Commissioner


From: James Keegan, Chief of Police

Re: Late-Night Permit Request (2am) El Santo Mexican Grill & Cantina (Former Spotted Fox-3615 E. Main Street)

Spotted Fox is reopening their existing business as El Santo Mexican Grill and Cantina. They are currently licensed and approved for a 1:00am Permit but pursuant to the aforementioned concept and dba change, they are requesting a 2:00am Permit. They would like to reopen sometime this month.

This request does require both Liquor Commission and City Council approval. The permit differential and dba changes were paid by the petitioner.

See the attached agenda material for further information.

	AGENDA ITEM EXECUTIVE SUMMARY		Agenda Item number: IID
	Title:	Motion to Approve a Proposal for a New Class E-1 Temporary Liquor License for St. John Neumann’s Church for June 2, 2024	
	Presenter:	Police Chief Keegan	
Meeting: City Council		Date: May 20, 2024	
Proposed Cost:		Budgeted Amount: \$	Not Budgeted: <input type="checkbox"/>
TIF District: Choose an item.			
Executive Summary (if not budgeted, please explain):			
<p>Due to the timing of this event, this item is going directly to City Council for approval.</p> <p>This is an application request for a Class E-1 Temporary Liquor License, authorizing dispensing beer on St. John Neumann’s Church property located at 2900 E. Main St., as indicated on the proposed site plan. This temporary license is requested for a single, one-day event, to be held on Sunday, June 2 from 12:30 to 3 p.m.</p>			
Attachments (please list):			
E-1 Liquor License Application; Site Plan			
Recommendation/Suggested Action (briefly explain):			
Motion to approve a proposal for a new Class E-1 Temporary Liquor License for St. John Neumann’s Church on Sunday, June 2, 2024.			

For Office Use
 Received:
 Fee Paid:
 Receipt #

NON-REFUNDABLE
CITY OF ST. CHARLES
 TWO EAST MAIN STREET
 ST. CHARLES, ILLINOIS 60174-1984



CITY LIQUOR DEALER LICENSE APPLICATION
CLASS E1 - NOT-FOR-PROFIT LICENSE
CLASS E3 -- KANE COUNTY FAIR

Pursuant to the provisions of Chapter 5.08, Alcoholic Beverages, of the City of St. Charles Municipal Code regulating the sale of alcoholic liquors in the City of St. Charles, State of Illinois and all amendments thereto now in force and effect.

The undersigned hereby makes application for a Liquor Dealer License, Class E1 - Not-For-Profit License or E3 - Kane County Fair
 Commencing June 2, 2024 and ending June 2, 2024
 Time Starting 12:30pm and ending 3:00pm
 Location of Event St. John Neumann Church

Name of Business St. John Neumann Church
 Address of Business 2900 E Main St St Charles 60174 Business Phone 630 577-2797
 Is the Applicant a Not-For-Profit Organization? Yes
 Authorized Agent Becky Kowalski Title Business Manager
 Has Applicant had a Class E1 License in the previous 365 days? yes If YES, on what date: 5-20-23
 Does Applicant have Dram Shop Insurance? yes If YES, attach evidence of insurance.

Requirements of a Class E1 / E3 - Not-For-Profit License

1. The Class E1 license fee is \$50.00 per day.
2. A minimum of three (3) liquor supervisors shall monitor liquor service during all times of operation. Please provide a list of all supervisors with this application.
3. Liquor supervisors shall be members of the organization holding the license.
4. Beer and/or Wine are the only alcoholic beverages to be sold.
5. Hours are restricted to 12 noon to 11:00 p.m.
6. Licensee must rope/fence off the licensed premises.
7. Are children/minors permitted in the licensed premises? N
8. Each patron must wear a wristband after having identification checked for legal alcohol consumption age.
9. A sign limited beer and/or wine consumption to the roped off area must be conspicuously displayed at all times.
10. Each server of alcohol must be BASSET certified - need copy of BASSET certification.
11. A copy of site plan diagram to include roped area shall accompany this application.
12. All security/police resources needed shall be attached to this application with approval of the Chief of Police before final issuance by Liquor Commissioner.

Affidavit

State of Illinois)
 County of Kane)

I/We, the undersigned, being first duly sworn, say that I/we have read the foregoing application and that the statements therein are true, complete, and correct and are upon my/our personal knowledge and information and are made for the purpose of inducing the City of St. Charles to issue the Liquor Dealer License, Class E1 to me/us for the location hereinbefore indicated; that I/we will not violate any of the laws of the United States, the State of Illinois or the City Ordinances of the City of St. Charles.

Signed: [Signature] Signed: [Signature]
 OFFICIAL SEAL
 SUSAN MARIE KEMPH
 NOTARY PUBLIC, STATE OF ILLINOIS
 NOTARY ID NO. 97993
 MY COMMISSION EXPIRES 07/11/2027
 day of May, 2024
Marie Kempf

ENDORSEMENT OF THE LIQUOR CONTROL COMMISSIONER

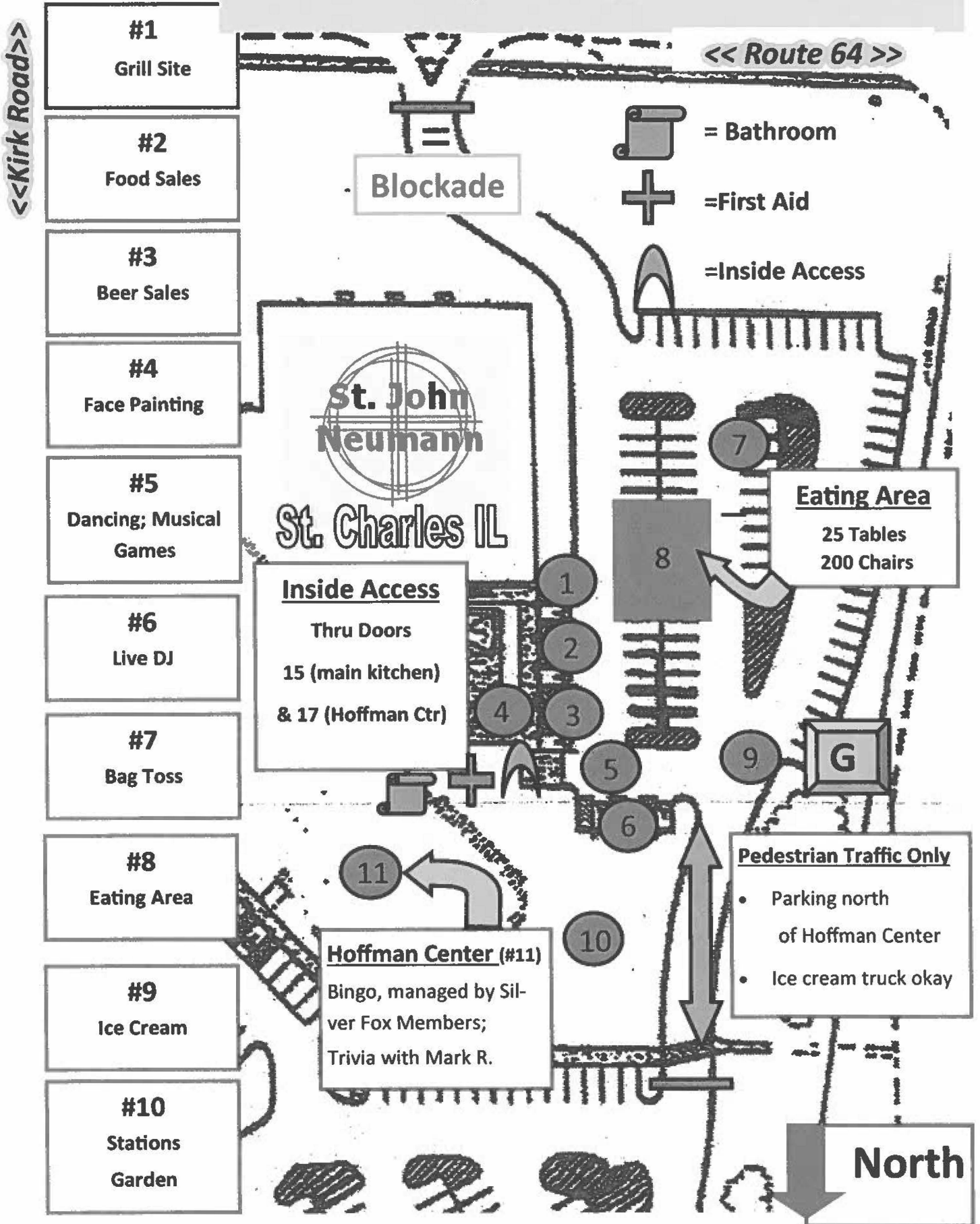
Approved: Date: 5.16.24 Chief of Police: [Signature]
 Approved: _____ Date: _____ Liquor Commissioner: _____

ILLINOIS LIQUOR CONTROL COMMISSION
50 W. Washington Street, Suite 209 - Chicago, IL 60601
BEVERAGE ALCOHOL SELLERS AND SERVERS
EDUCATION AND TRAINING [BASSET] CARD
Date of Certification: 4/13/2023 Expires: 4/13/2026
Trainer's IL Liquor License Number: 5A-1141597
ANNETTE GARRISON
642 AZTEC DR
CAROL STREAM IL 60188
****Card is not transferrable - OFF-PREMISE ONLY****



Supervisors
Becky Kowalski
Heidi Lauber
Mark Restaino

Parish Fest | Sunday, June 2nd, 2024





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/25/2024

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).

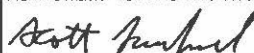
PRODUCER K&K Insurance Group, Inc. 1712 Magnavox Way Fort Wayne IN 46804	CONTACT NAME: E&A Diocese	
	PHONE (A/C, No, Ext): 1-800-553-8368	FAX (A/C, No): 1-260-459-5624
E-MAIL ADDRESS: diocese@kandkinsurance.com		
PRODUCER CUSTOMER ID:		
INSURED 2001692154 CP# 2372 St John Neumann Church 2900 E Main St Saint Charles, IL 60174 A Member of the Sports, Leisure & Entertainment RPG		INSURER(S) AFFORDING COVERAGE
INSURER A: Markel Insurance Company		NAIC # 38970
INSURER B:		
INSURER C:		
INSURER D:		
INSURER E:		
INSURER F:		

COVERAGES **CERTIFICATE NUMBER:** 2000615929 **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
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Liquor Liability \$1mil/\$1mil GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	Y		M1RPG0000000199900	06/02/24 12:01 AM	06/03/24 12:01 AM	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea Occurrence) \$300,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$1,000,000 PRODUCTS - COM/POP AGG \$1,000,000 LEGAL LIAB TO PARTICIPANTS
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION						EACH OCCURRENCE AGGREGATE
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/ EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Event: Corpus Christi Festival Event Date: 6/2/24 Event Location: St John Neumann Church
 Certificate holder is added as an additional insured, but only for liability caused, in whole or in part by the acts or omissions of the named insured

CERTIFICATE HOLDER City of St Charles 2 E Main St St Charles, IL 60119	CANCELLATION 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 
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Coverage is only extended to U.S. events and activities.

** NOTICE TO TEXAS INSURED: The Insurer for the purchasing group may not be subject to all the insurance laws and regulations of the State of Texas.

ACORD 25 (2016/03)

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 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	AGENDA ITEM EXECUTIVE SUMMARY		Agenda Item number: IIE
	Title:	Motion to Approve A Resolution Conditionally Authorizing the Mayor and City Clerk to Execute an Acceptance Resolution for Pheasant Run Resort Subdivision	
	Presenter:	Russell Colby, Community Development Director	
Meeting: City Council		Date: May 20, 2024	
Proposed Cost: N/A		Budgeted Amount: N/A	Not Budgeted: <input type="checkbox"/>
TIF District: Pheasant Run TIF			
Executive Summary (if not budgeted, please explain):			
<p>Pheasant Run Resort Subdivision was approved by City Council in September 2020. The subdivision divided the former resort property into 3 development lots- Lots 1 & 2 comprising the former resort buildings, and Lot 3, the former Mega Center building and parking lot, which was sold and redeveloped into the McGrath Honda dealership.</p> <p>As a part of the subdivision approval, the property owner/developer, Saint Charles Resort, LLC, was required to construct necessary public utility improvements, including a sanitary sewer lift station and sanitary sewers to serve all properties within the subdivision.</p> <p>The improvements are complete and the lift station and sewers are operating privately by the owner/developer to serve the Honda dealership. The City cannot approve of any other connections to the system until the lift station and sewers have been accepted by the City as public facilities.</p> <p>At this time, the McGrath Kia dealership is nearing completion, and the property will require an IEPA permit for connection to the lift station and sewers. In order for the City to sign off on the IEPA permit as owner of the system, the City must first accept the lift station and sewers as public improvements.</p> <p>The improvements have been inspected by staff and are acceptable. No other field work is required. The only remaining items to be provided are administrative, including a fully executed Bill of Sale, Lien Waivers and a signed Plat of Easement. Staff has been in communication with developer/owner Saint Charles Resort, LLC, regarding resolution of these items. The developer/owner has requested the City proceed with a conditional acceptance and has confirmed the outstanding items are forthcoming.</p> <p>In order to expedite the acceptance of the lift station, staff has placed this item on the agenda as a “conditional” approval of the Acceptance Resolution, subject to receipt of the outstanding administrative items. This will enable the City to sign off on the McGrath Kia IEPA permit as soon as possible, preventing any unnecessary delay in the Kia Dealership opening for business.</p>			
Attachments (please list):			
Resolution			
Recommendation/Suggested Action (briefly explain):			
Vote on the Resolution			

City of St. Charles, Illinois
Resolution No. 2024-_____

**Resolution Conditionally Authorizing the Mayor and City Clerk to Execute
an Acceptance Resolution for Pheasant Run Resort Subdivision**

**Presented & Passed by the
City Council on _____**

BE IT RESOLVED by the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, to authorize the Mayor and City Clerk to Execute an Acceptance Resolution for Pheasant Run Resort Subdivision, subject to the owner/developer providing the following items in a form acceptable to the Director of Community Development: 1. Fully executed Bill of Sale, 2. Final Lien Waivers, 3. Plat of Easement executed by the owner, and 4. 1-Year Maintenance Guarantee.

PRESENTED to the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, this 20th day of May 2024.

PASSED by the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, this 20th day of May 2024.

APPROVED by the Mayor of the City of St. Charles, Kane and DuPage Counties, Illinois, this 20th day of May 2024.

Lora A. Vitek, Mayor

Attest:

City Clerk/Recording Secretary

Voice Vote:

Ayes:

Nays:

Absent:

Abstain:

(Sanitary Sewer)

**City of St. Charles
Kane and DuPage Counties**

ACCEPTANCE RESOLUTION

Subdivision Name: Pheasant Run Resort

Whereas Saint Charles Resort, LLC, the Developer of Pheasant Run Resort Subdivision, constructed Sanitary Sewer Systems and appurtenances, including gravity sewer, lift station and forcemain, in easements as described in the attached exhibits in the aforesaid Subdivision; and

Whereas, the Developer has constructed Sanitary Sewer Systems and appurtenances, including gravity sewer, lift station and forcemain, in accord with the plans and specifications, heretofore approved by the City of St. Charles; and

Whereas, the constructed Sanitary Sewer Systems and appurtenances, including gravity sewer, lift station and forcemain, have been inspected by the Engineer for the sub divider and by a representative for the City of St. Charles and are found to be satisfactory;

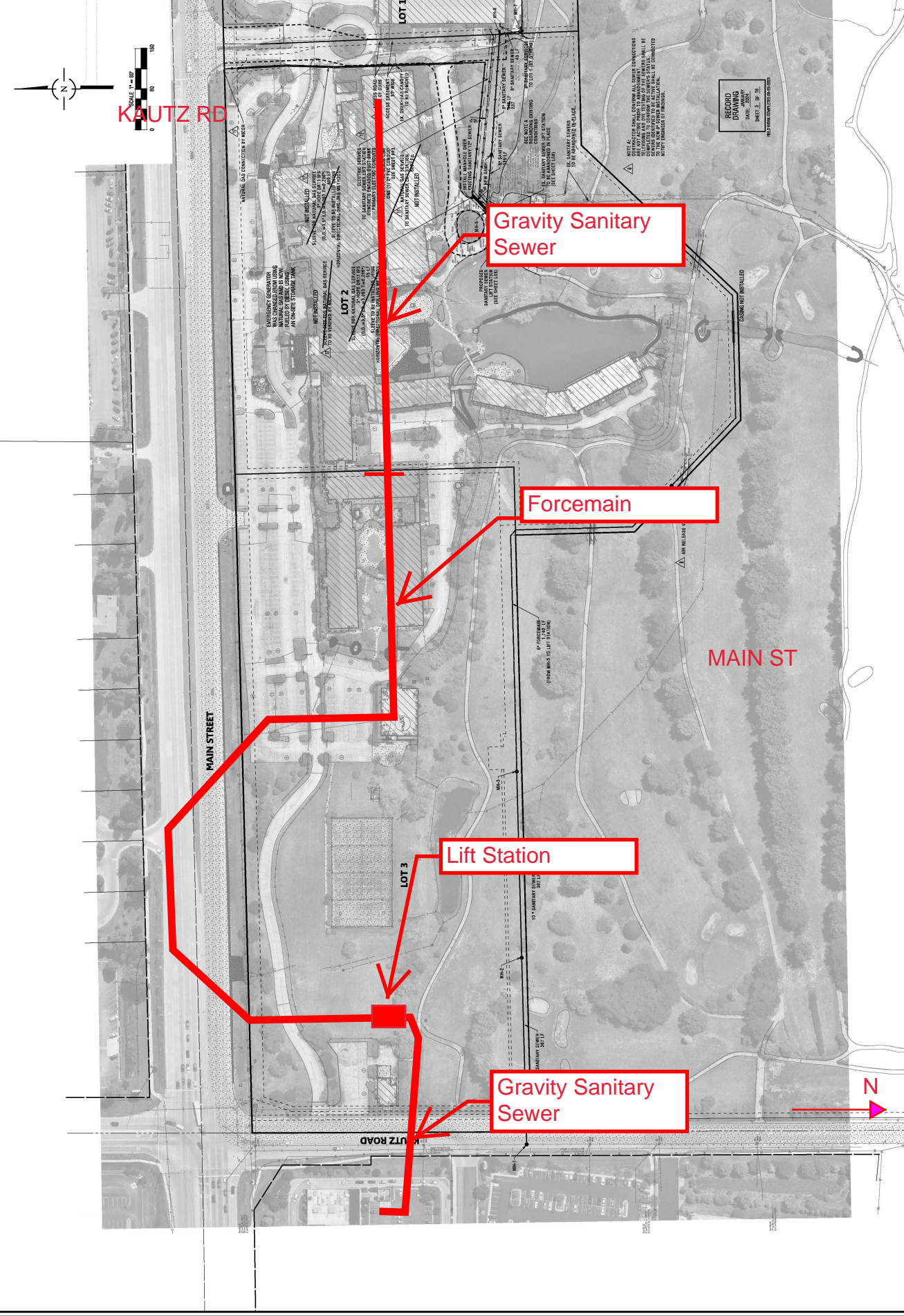
Now, Therefore, Be It Resolved by the City Council of St. Charles, that said Council hereby approves and accepts the constructed Sanitary Sewer Systems and appurtenances, including gravity sewer, lift station and forcemain. It being understood that this acceptance and/or approval in no way relieves the Developer of his Surety of any obligation for maintenance for a period of one (1) year as provided for in said Contract.

Passed by the City Council of the City of St. Charles, this ____ day of _____, 2024, and APPROVED by the Mayor of said City of St. Charles, this ___ day of _____, 2024.

MAYOR

ATTEST:

CITY CLERK



KAUTZ RD

Gravity Sanitary Sewer


Force main

Lift Station

Gravity Sanitary Sewer

MAIN ST

N

 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	AGENDA ITEM EXECUTIVE SUMMARY		Agenda Item number: IIF
	Title:	Motion to Approve An Ordinance Granting Approval of a Plat of Easement for Pheasant Run Resort Subdivision	
	Presenter:	Russell Colby, Community Development Director	
Meeting: City Council		Date: May 20, 2024	
Proposed Cost: N/A		Budgeted Amount: N/A	Not Budgeted: <input type="checkbox"/>
TIF District: Pheasant Run TIF			
Executive Summary (if not budgeted, please explain):			
<p>The Plat of Subdivision for Pheasant Run Resort, recorded in 2020, established utility easements for construction of required public sanitary sewer and lift station. Construction of the sanitary sewer and lift station are now complete. Record Drawings have been submitted and it has been determined that additional easements are needed.</p> <p>A Plat of Easement has been provided to cover the necessary additional sanitary sewer easements. The easements are acceptable to cover the as-built improvements.</p> <p>Receipt of this Plat of Easement with owner signatures will be a condition for the sanitary sewer and lift station acceptance.</p> <p>Staff recommends approval as presented.</p>			
Attachments (please list):			
Ordinance			
Recommendation/Suggested Action (briefly explain):			
Vote on the Ordinance			

City of St. Charles, IL
Ordinance No. 2024-Z-___

**An Ordinance Granting Approval of a Plat of Easement for Pheasant Run
Resort Subdivision**

WHEREAS, a Plat of Easement was submitted to the City of St. Charles (“City”) for Pheasant Run Resort Subdivision by Saint Charles Resort, LLC, in order to provide needed additional Public Sanitary easement areas for the completed Lift Station and Sanitary Sewer improvements.

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

1. That passage of this Ordinance shall constitute approval of the following document, incorporated herein as Exhibit “A”, such that the following document is hereby approved, reduced copies of which are attached hereto, subject to satisfactory resolution of all outstanding staff review comments and compliance with such conditions, corrections, and modifications as may be required by the Director of Community Development and the Director of Public Works to comply with the requirements of the St. Charles Municipal Code:

- Plat of Easement, for Lot 2 & 3 in Pheasant Run Resort Subdivision; SpaceCo Inc.; dated 1/25/2024

2. That after the adoption and approval hereof the Ordinance shall (i) be printed or published in book or pamphlet form, published by the authority of the Council, or (ii) within thirty (30) days after the adoption and approval hereof, be published in a newspaper published in and with a general circulation within the City of St. Charles.

PRESENTED to the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois this 20th day of May 2024.

PASSED by the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois this 20th day of May 2024.

APPROVED by the Mayor of the City of St. Charles, Kane and DuPage Counties, Illinois this 20th day of May 2024.

Lora A. Vitek, Mayor

Attest:

Nancy Garrison, City Clerk

Vote:

Ayes:

Nays:

Absent:

Abstain:

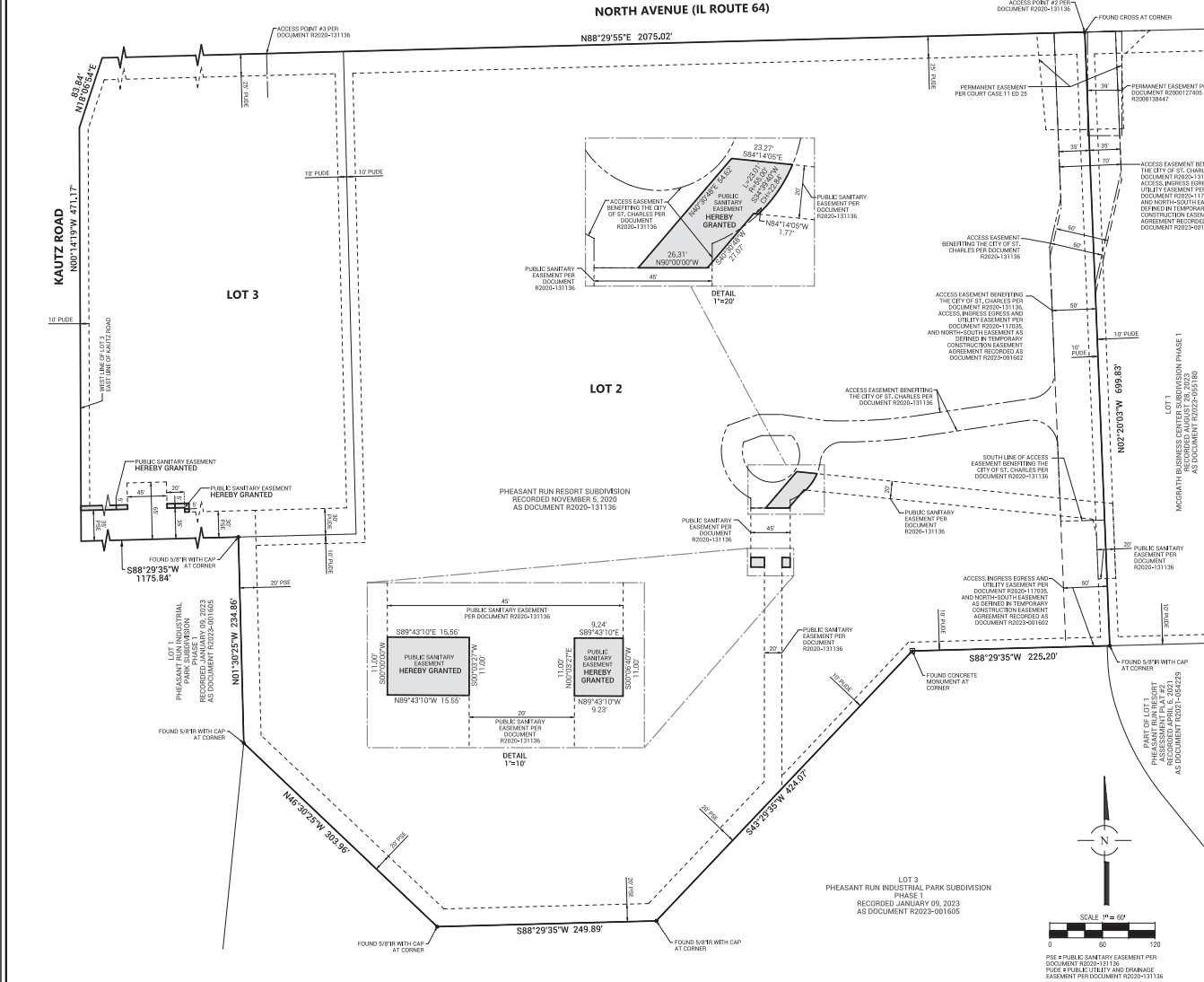
Date: _____

EXHIBIT "A"

PLAT OF EASEMENT

PLAT OF EASEMENT

PNL 01-30-300-052



OWNER'S CERTIFICATE

STATE OF ILLINOIS
COUNTY OF JEFFERSON

THIS IS TO CERTIFY THAT CHARLES ROBERT, LLC A DELAWARE LIMITED LIABILITY COMPANY IS OWNER OF THE PROPERTY DESCRIBED HEREON AND THAT IT HAS CAUSED THE SURVEYOR TO BE PLATED AS SHOWN HEREON FOR THE USES AND PURPOSES THEREIN SET FORTH AND DOES HEREBY ACKNOWLEDGE AND ADOPT THE SAME UNDER THE TITLE HEREON WORKED.

DATED AT ILLINOIS, THIS _____ DAY OF _____, A.D. 2023

BY _____

TITLE _____

ATTEST _____

TITLE _____

NOTARY CERTIFICATE

STATE OF ILLINOIS
COUNTY OF JEFFERSON

I, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR SAID COUNTY, IN THE STATE OF ILLINOIS, DO HEREBY CERTIFY THAT _____ AND _____ PERSONALLY KNOWN TO ME TO BE THE SAME PERSONS WHOSE NAMES ARE SUBSCRIBED TO THE FOREGOING INSTRUMENT AS SUCH THEY SIGNED AND DELIVERED THE INSTRUMENT AS THEIR OWN FREE AND VOLUNTARY ACT FOR THE USES AND PURPOSES THEREIN SET FORTH.

GIVEN UNDER MY HAND AND SEAL THIS _____ DAY OF _____, A.D. 2023

NOTARY _____

MY COMMISSION EXPIRES _____

MORTGAGEE'S CERTIFICATE

STATE OF ILLINOIS
COUNTY OF JEFFERSON

ACCEPTED AND APPROVED BY _____ AS MORTGAGEE,
DATED AT ILLINOIS, THIS _____ DAY OF _____, A.D. 2023

BY _____

ATTEST _____

MORTGAGEE'S NOTARY CERTIFICATE

STATE OF ILLINOIS
COUNTY OF JEFFERSON

I, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR SAID COUNTY, IN THE STATE OF ILLINOIS, DO HEREBY CERTIFY THAT _____ AS SAID BAW WHO IS PERSONALLY KNOWN TO ME TO BE THE SAME WHOSE NAME IS SUBSCRIBED TO THE FOREGOING CERTIFICATE, WITHDREW BEFORE ME THIS DAY IN PERSON AND ACKNOWLEDGED THAT SHE DID, SIGN AND DELIVER THIS INSTRUMENT AS A FREE AND VOLUNTARY ACT FOR THE USES AND PURPOSES THEREIN SET FORTH.

GIVEN UNDER MY HAND AND SEAL THIS _____ DAY OF _____, A.D. 2023

NOTARY _____

MY COMMISSION EXPIRES _____

UNDERLYING PROPERTY DESCRIPTION

LOTS 2 AND 3 IN PHEASANT RUN RESORT SUBDIVISION OF THAT PART OF THE SOUTH HALF OF SECTION 30, TOWNSHIP 4 NORTH RANGE 6 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED NOVEMBER 9, 2020 AS DOCUMENT R2020-131136, IN DUPAGE COUNTY, ILLINOIS.

A PERMANENT EXCLUSIVE EASEMENT IS HEREBY GRANTED TO THE CITY OF ST. CHARLES AND TO ITS SUCCESSORS AND ASSIGNS HEREIN TO BE Labeled "AS GRANTEES" IN OPEN, CROSS-OVER, UNDER, AND THROUGH THE AREAS SHOWN BY DASHED LINES AND LABELED "PUBLIC SANITARY EASEMENT" ON THE PLAT OF SUBDIVISION HEREON FOR THE PURPOSES OF INSTALLING, CONSTRUCTING, INSPECTING, OPERATING, MAINTAINING, REPLACING, REMOVING, ALTERING, ENLARGING, REMOVING, REPAIRING, CLEANING, AND MAINTAINING SANITARY SEWERS AND ALL AND ALL MANHOLES, PIPES, CONNECTIONS, BURIED BOXES AND WITHOUT LIMITATION, SUCH OTHER INSTALLATIONS AS MAY BE REQUIRED TO FURNISH PUBLIC UTILITY SERVICES TO ADJACENT AREAS TOGETHER WITH THE RIGHT OF ACCESS ACROSS THE REAL ESTATE PLATED HEREIN FOR THE NECESSARY PERSONNEL AND EQUIPMENT FOR THE OPERATION OF AND TO MAKE ANY OR ALL OF THE ABOVE WORK. THE PERMANENT EXCLUSIVE EASEMENT IS HEREBY GRANTED TO THE CITY OF ST. CHARLES AND TO ITS SUCCESSORS AND ASSIGNS, OPERATION OF OR ACCESS TO SAID UTILITY INSTALLATIONS WITHOUT LIMITATION, IN OR UPON OR ACROSS UNDER OR THROUGH SAID EASEMENTS, NO PERMANENT BUILDINGS, TREES, GARDENS, SHOPS, OR BIRDSHEDS SHALL BE PLACED ON OR IN SAID EASEMENTS, BUT THE EASEMENT AREAS MAY BE USED FOR UTILITY CROSSINGS, ACCESS ROADS, DRIVEWAYS, PAVING, FENCE, SIDEWALKS AND OTHER PURPOSES THAT DO NOT INTERFERE WITH THE ABOVE SAID USES AND RIGHTS. ANY USES BY GRANTEE SHALL NOT BE INTERFERE WITH THE GRANTEE'S USE OF SAID AREAS. UTILITY INSTALLATIONS SHALL BE SUBJECT TO THE SUPERVISION OF THE CITY OF ST. CHARLES. FOLLOWING ANY WORK TO BE PERFORMED BY THE GRANTEE IN THE EASEMENT AREAS, THE GRANTEE SHALL LANDSCAPING PROVIDED. HOWEVER, THE GRANTEE SHALL BE OBLIGATED FOLLOWING ANY SUCH WORK TO REPAIR, AND MAINTAIN SAID UTILITY INSTALLATIONS. REMOVE DEBRIS AND LEAVE THE AREA IN GENERALLY CLEAN AND WORKMANLIKE CONDITION.

GRANTOR RESERVES THE FOLLOWING RIGHTS WITH RESPECT TO THE PUBLIC SEWER EASEMENT AREAS, SO LONG AS THE EXERCISE BY GRANTEE OF SUCH RIGHTS DOES NOT SUBSTANTIALLY INTERFERE WITH GRANTEE'S USE OF THE PUBLIC SEWER EASEMENT AREAS OR THE IMPROVEMENTS FOR THE PURPOSES HEREIN GRANTED:
(A) THE RIGHT TO USE THE SURFACE AND THE SUB-SURFACE AREAS OF THE PUBLIC SEWER EASEMENT AREAS FOR UTILITY CROSSINGS, ACCESS ROADS, DRIVEWAYS, PAVING, FENCES, SIDEWALKS AND OTHER PURPOSES THAT DO NOT INTERFERE WITH THE AFORESAID USES AND RIGHTS IF IN COMPLIANCE WITH CITY ORDINANCES; ANY BUILDING, STRUCTURE OR OTHER IMPROVEMENT LOCATED OR UNDER CONSTRUCTION IN PUBLIC UTILITY SANITARY EASEMENT AREAS AT THE TIME OF EXECUTION OF THIS AGREEMENT BY GRANTEE SHALL NOT BE DEEMED AN ENCROACHMENT BY GRANTEE UPON THE PUBLIC UTILITY SANITARY EASEMENT AREAS NOR A VIOLATION OF ANY OF THE TERMS OR CONDITIONS OF THIS GRANT OF EASEMENT, NOTWITHSTANDING ANYTHING CONTAINED IN THIS GRANT OF EASEMENT TO THE CONTRARY.

(B) THE RIGHT TO GRANT ADDITIONAL OR OTHER EASEMENTS OVER, UPON, UNDER, AND THE RIGHT TO GRANT ANY OTHER RIGHT TO USE THE PUBLIC UTILITY SANITARY EASEMENT AREAS AS PERMITTED IN PARAGRAPH A ABOVE, ONLY WITH AN AGREEMENT FROM THE CITY OF ST. CHARLES.

CITY COUNCIL CERTIFICATE
APPROVED AND ACCEPTED THIS _____ DAY OF _____, A.D. 2023
CITY COUNCIL OF CITY OF ST. CHARLES, ILLINOIS

MAYOR
ATTEST: _____
CITY CLERK

STATE OF ILLINOIS
COUNTY OF COOK

WE, SPACED, INC., AN ILLINOIS PROFESSIONAL DESIGN FIRM, NUMBER 184-001170 DO HEREBY DECLARE THAT WE HAVE PREPARED THE PLAT HEREON FOR THE PURPOSES OF GRANTING AN EASEMENT AS SHOWN, AND THAT THE PLAT IS A TRUE AND CORRECT REPRESENTATION OF THE EASEMENT.

ALL DIMENSIONS ARE IN FEET AND DECIMAL PARTS THEREOF.
NO DISTANCES OR ANGLES SHOWN HEREON MAY BE ASSUMED BY SCALING.

GIVEN UNDER OUR HAND AND SEAL THIS _____ DAY OF _____, 2023 IN ROSEMONT, ILLINOIS.

STATE OF ILLINOIS
COUNTY OF COOK

WE, SPACED, INC., AN ILLINOIS PROFESSIONAL DESIGN FIRM, NUMBER 184-001170 DO HEREBY DECLARE THAT WE HAVE PREPARED THE PLAT HEREON FOR THE PURPOSES OF GRANTING AN EASEMENT AS SHOWN, AND THAT THE PLAT IS A TRUE AND CORRECT REPRESENTATION OF THE EASEMENT.

ALL DIMENSIONS ARE IN FEET AND DECIMAL PARTS THEREOF.
NO DISTANCES OR ANGLES SHOWN HEREON MAY BE ASSUMED BY SCALING.

GIVEN UNDER OUR HAND AND SEAL THIS _____ DAY OF _____, 2023 IN ROSEMONT, ILLINOIS.


REBECCA T. POPPOL, L.S., No. 055-3542
LICENSE EXPIRES 11-20-2024
0509@spaced.com

COMPARE ALL DIMENSIONS BEFORE BUILDING AND REPORT ANY DISCREPANCIES AS ONE, EITHER TO OWNER OR TITLE POLICY FOR BUILDING LINE ADJUSTMENTS.

ILLINOIS PROFESSIONAL ENGINEER
No. 055-3542
REBECCA T. POPPOL, L.S.
ROSEMONT, ILLINOIS

REVISIONS:		CONSULTING ENGINEERS	DATE: 12/01/2023
DATE: 01/05/2024		SITE DEVELOPMENT ENGINEERS	JOB NO: 9358.04
		LAND SURVEYORS	FILENAME:
		9575 W. Higgins Road, Suite 700, Rosemont, Illinois 60018	SHEET
		Phone: (847) 696-4900 Fax: (847) 696-4065	1 of 1

FOR REVIEW PURPOSES ONLY

 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	AGENDA ITEM EXECUTIVE SUMMARY		Agenda Item number: IIG
	Title:	Motion to Approve a Resolution Conditionally Authorizing the Mayor and City Clerk to execute an Acceptance Resolution for Sanitary Sewer for McGrath Honda, 4075 E. Main St.	
	Presenter:	Russell Colby, Community Development Director	
Meeting: City Council		Date: May 20, 2024	
Proposed Cost: N/A		Budgeted Amount: N/A	Not Budgeted: <input type="checkbox"/>
TIF District: Pheasant Run TIF			
Executive Summary (if not budgeted, please explain):			
<p>As a part of the McGrath Honda development, sanitary sewer main was extended from the Pheasant Run Resort subdivision. This sewer improvement is complete and has been in use serving the McGrath Honda dealership for some time, functioning as a private sewer main.</p> <p>The City has been ready to accept this sewer pending acceptance of the Resort subdivision Lift Station and sewer.</p> <p>This sanitary sewer main will provide service to the McGrath Kia project.</p> <p>The acceptance approval will be conditional on the final acceptance of the Resort Lift station and sewer.</p>			
Attachments (please list):			
Resolution			
Recommendation/Suggested Action (briefly explain):			
Vote on the Resolution			

**City of St. Charles, Illinois
Resolution No. 2024-_____**

**Resolution Conditionally Authorizing the Mayor and City Clerk to Execute
an Acceptance Resolution for Sanitary Sewer for McGrath Honda,
4075 E. Main St.**

**Presented & Passed by the
City Council on _____**

BE IT RESOLVED by the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, to authorize the Mayor and City Clerk to Execute an Acceptance Resolution for McGrath Honda sanitary sewer, subject to final acceptance of the downstream Pheasant Run Resort Subdivision sanitary sewer and lift station.

PRESENTED to the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, this 20th day of May 2024.

PASSED by the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, this 20th day of May 2024.

APPROVED by the Mayor of the City of St. Charles, Kane and DuPage Counties, Illinois, this 20th day of May 2024.

Lora A. Vitek, Mayor

Attest:

City Clerk/Recording Secretary

Voice Vote:

Ayes:

Nays:

Absent:

Abstain:

(Sanitary Sewer)

**City of St. Charles
Kane and DuPage Counties**

ACCEPTANCE RESOLUTION

Subdivision Name: McGrath Honda – 4075 E Main St

Whereas 4075 E Main, LLC, the Developer of McGrath Honda – 4075 E Main St, constructed sanitary sewer main and appurtenances in easements as described in the attached exhibits in the aforesaid Subdivision; and

Whereas, the Developer has constructed sanitary sewer main and appurtenances in accord with the plans and specifications, heretofore approved by the City of St. Charles; and

Whereas, the constructed sanitary sewer main and appurtenances have been inspected by the Engineer for the sub divider and by a representative for the City of St. Charles and are found to be satisfactory;

Now, Therefore, Be It Resolved by the City Council of St. Charles, that said Council hereby approves and accepts the constructed public sanitary sewer main and appurtenances. It being understood that this acceptance and/or approval in no way relieves the Developer of his Surety of any obligation for maintenance for a period of one (1) year as provided for in said Contract.

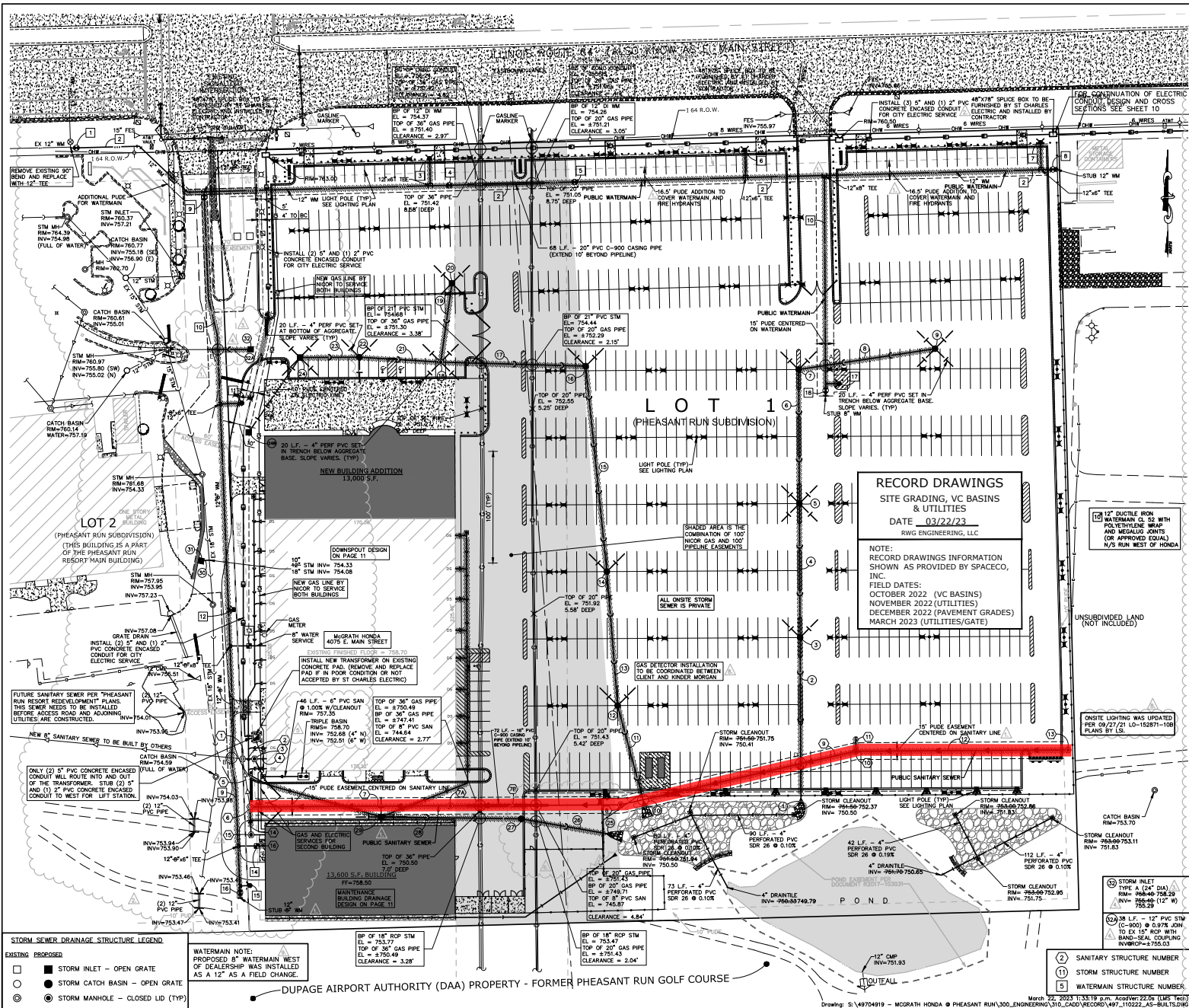
Passed by the City Council of the City of St. Charles, this ____ day of _____, 2024, and APPROVED by the Mayor of said City of St. Charles, this ___ day of _____, 2024.

MAYOR

ATTEST:

CITY CLERK

EXHIBIT A - SANITARY EXHIBIT - 4075 E. Main St



UTILITY CROSSING SCHEDULE		PROPOSED UTILITY SCHEDULE						
CROSSING	SIZE (IN)	MATERIAL	DEPTH (IN)	TYPE	SIZE (IN)	MATERIAL	DEPTH (IN)	TYPE
(A)	18 RCP	STM	754.85	TYPE A (48" DIA)	18 RCP	STM	754.85	TYPE A (48" DIA)
(B)	8 DI	WM	753.35	TYPE A (48" DIA)	8 DI	WM	753.35	TYPE A (48" DIA)
(C)	24 RCP	STM	751.45	TYPE A (48" DIA)	24 RCP	STM	751.45	TYPE A (48" DIA)
(D)	8 RCP	STM	751.26	TYPE A (48" DIA)	8 RCP	STM	751.26	TYPE A (48" DIA)
(E)	12 C-900	STM	755.00	TYPE A (48" DIA)	12 C-900	STM	755.00	TYPE A (48" DIA)
(F)	8 DI	WM	753.56	TYPE A (48" DIA)	8 DI	WM	753.56	TYPE A (48" DIA)

NO.	DESCRIPTION	NO.	DESCRIPTION
1	EX SAN MH	10	12" VALVE IN BOX
2	EX SAN MH	11	12" VALVE IN BOX
3	EX SAN MH	12	12" VALVE IN BOX
4	EX SAN MH	13	12" VALVE IN BOX
5	EX SAN MH	14	12" VALVE IN BOX
6	EX SAN MH	15	12" VALVE IN BOX
7	EX SAN MH	16	12" VALVE IN BOX
8	EX SAN MH	17	12" VALVE IN BOX
9	EX SAN MH	18	12" VALVE IN BOX
10	EX SAN MH	19	12" VALVE IN BOX
11	EX SAN MH	20	12" VALVE IN BOX
12	EX SAN MH	21	12" VALVE IN BOX
13	EX SAN MH	22	12" VALVE IN BOX
14	EX SAN MH	23	12" VALVE IN BOX
15	EX SAN MH	24	12" VALVE IN BOX
16	EX SAN MH	25	12" VALVE IN BOX
17	EX SAN MH	26	12" VALVE IN BOX
18	EX SAN MH	27	12" VALVE IN BOX
19	EX SAN MH	28	12" VALVE IN BOX
20	EX SAN MH	29	12" VALVE IN BOX
21	EX SAN MH	30	12" VALVE IN BOX
22	EX SAN MH	31	12" VALVE IN BOX
23	EX SAN MH	32	12" VALVE IN BOX
24	EX SAN MH	33	12" VALVE IN BOX
25	EX SAN MH	34	12" VALVE IN BOX
26	EX SAN MH	35	12" VALVE IN BOX
27	EX SAN MH	36	12" VALVE IN BOX
28	EX SAN MH	37	12" VALVE IN BOX
29	EX SAN MH	38	12" VALVE IN BOX
30	EX SAN MH	39	12" VALVE IN BOX
31	EX SAN MH	40	12" VALVE IN BOX
32	EX SAN MH	41	12" VALVE IN BOX
33	EX SAN MH	42	12" VALVE IN BOX
34	EX SAN MH	43	12" VALVE IN BOX
35	EX SAN MH	44	12" VALVE IN BOX
36	EX SAN MH	45	12" VALVE IN BOX
37	EX SAN MH	46	12" VALVE IN BOX
38	EX SAN MH	47	12" VALVE IN BOX
39	EX SAN MH	48	12" VALVE IN BOX
40	EX SAN MH	49	12" VALVE IN BOX
41	EX SAN MH	50	12" VALVE IN BOX
42	EX SAN MH	51	12" VALVE IN BOX
43	EX SAN MH	52	12" VALVE IN BOX
44	EX SAN MH	53	12" VALVE IN BOX
45	EX SAN MH	54	12" VALVE IN BOX
46	EX SAN MH	55	12" VALVE IN BOX
47	EX SAN MH	56	12" VALVE IN BOX
48	EX SAN MH	57	12" VALVE IN BOX
49	EX SAN MH	58	12" VALVE IN BOX
50	EX SAN MH	59	12" VALVE IN BOX
51	EX SAN MH	60	12" VALVE IN BOX
52	EX SAN MH	61	12" VALVE IN BOX
53	EX SAN MH	62	12" VALVE IN BOX
54	EX SAN MH	63	12" VALVE IN BOX
55	EX SAN MH	64	12" VALVE IN BOX
56	EX SAN MH	65	12" VALVE IN BOX
57	EX SAN MH	66	12" VALVE IN BOX
58	EX SAN MH	67	12" VALVE IN BOX
59	EX SAN MH	68	12" VALVE IN BOX
60	EX SAN MH	69	12" VALVE IN BOX
61	EX SAN MH	70	12" VALVE IN BOX
62	EX SAN MH	71	12" VALVE IN BOX
63	EX SAN MH	72	12" VALVE IN BOX
64	EX SAN MH	73	12" VALVE IN BOX
65	EX SAN MH	74	12" VALVE IN BOX
66	EX SAN MH	75	12" VALVE IN BOX
67	EX SAN MH	76	12" VALVE IN BOX
68	EX SAN MH	77	12" VALVE IN BOX
69	EX SAN MH	78	12" VALVE IN BOX
70	EX SAN MH	79	12" VALVE IN BOX
71	EX SAN MH	80	12" VALVE IN BOX
72	EX SAN MH	81	12" VALVE IN BOX
73	EX SAN MH	82	12" VALVE IN BOX
74	EX SAN MH	83	12" VALVE IN BOX
75	EX SAN MH	84	12" VALVE IN BOX
76	EX SAN MH	85	12" VALVE IN BOX
77	EX SAN MH	86	12" VALVE IN BOX
78	EX SAN MH	87	12" VALVE IN BOX
79	EX SAN MH	88	12" VALVE IN BOX
80	EX SAN MH	89	12" VALVE IN BOX
81	EX SAN MH	90	12" VALVE IN BOX
82	EX SAN MH	91	12" VALVE IN BOX
83	EX SAN MH	92	12" VALVE IN BOX
84	EX SAN MH	93	12" VALVE IN BOX
85	EX SAN MH	94	12" VALVE IN BOX
86	EX SAN MH	95	12" VALVE IN BOX
87	EX SAN MH	96	12" VALVE IN BOX
88	EX SAN MH	97	12" VALVE IN BOX
89	EX SAN MH	98	12" VALVE IN BOX
90	EX SAN MH	99	12" VALVE IN BOX
91	EX SAN MH	100	12" VALVE IN BOX


McGRATH HONDA DEALERSHIP
ST. CHARLES, ILLINOIS
UTILITY PLAN

975 E. 32nd St., Suite 400
Whitland, IL 60189
630-480-7889
www.rwg-engineering.com

RWG Engineering, LLC
Civil Engineering & Surveying
Professional Engineer No. 001-00000000

PROJECT NO.: 2205019
DATE: 03/22/23
SCALE: AS SHOWN
PROJ. WDR: JMS
PROJ. ASSOC.: MES
DRAWN BY: AVS

SHEET
8 of 15

	AGENDA ITEM EXECUTIVE SUMMARY		Agenda Item number: IIIA1
	Title:	Motion to Approve an Amendment to City Ordinance Title 5 “Business Licenses and Regulations” by adding Chapter 5.56 “Ice Cream Vending Vehicles” to the St. Charles Municipal Code	
	Presenter:	Police Chief Keegan	
Meeting: City Council		Date: May 20, 2024	
Proposed Cost: \$		Budgeted Amount: \$	Not Budgeted: <input type="checkbox"/>
TIF District: Choose an item.			
Executive Summary (if not budgeted, please explain):			
<p>At the request of several residents, City officials have researched ordinances regarding ice cream truck vending from multiple surrounding communities and have drafted an ordinance to regulate these vehicles and businesses for the City of St. Charles.</p>			
Attachments (please list):			
Ordinance; draft of Ice Cream Truck Registration Application			
Recommendation/Suggested Action (briefly explain):			
The Police Department recommends amending City Ordinance Title 5 “Business Licenses and Regulations” by adding Chapter 5.56 “Ice Cream Vending Vehicles” to the St. Charles Municipal Code.			

5.56.20: LICENSE REQUIRED:

A. It shall be unlawful for any person to sell, give away, offer for sale or expose for sale any ice cream or similar confection or beverage of any kind from a truck or other self-propelled motor vehicle, whether or not the same remains in one place in the City, without first having obtained a license for such purpose.

B. The City shall issue a photo identification card, suitable for identifying each ice cream vendor covered by this license program. Such card shall be displayed in a prominent place on ~~each ice cream vehicle or~~ each driver while ice cream vending is being conducted within the City. it is in use.

C. Each ice cream vending vehicle doing business within the City shall also display a vehicle sticker. Such sticker shall be displayed on front passenger side window.

City of St. Charles, Illinois
Ordinance No. 2024-M- _____

**An Ordinance Adding Title 5 “Business Licenses and Regulations”,
Chapter 5.56 “Ice Cream Vending Vehicles” to the St. Charles Municipal
Code**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ST. CHARLES,
KANE AND DUPAGE COUNTIES, ILLINOIS, AS FOLLOWS:**

SECTION ONE: That Title 5 “Business Licenses and Regulations”, be and is hereby amended by adding the following new chapter and sections:

Chapter 5.56 - ICE CREAM VENDING VEHICLES

SECTION:

5.56.10: Definitions

5.56.20: License Required

5. 56.30: Application Process

5.56.40: Application Fee

5.56.50: Background Check

5.56.60: Inspection of Vehicles

5.56.70: Required Vehicle Equipment

5.56.80: Prohibitions on Conducting Business

5.56.90: Operators’ Restrictions

5-56.100: Penalty

5.56.10: DEFINITIONS:

ICE CREAM VENDING VEHICLE: A vehicle from which the retail sale by ice cream or similar confections of beverages for human consumption is conducted from a roadway.

OWNER: The title holder of an ice cream or similar confections or beverage vending vehicle.

RETAIL SALE: The sale of ice cream or similar confections or beverage to the consumer thereof.

ROADWAY: Any public or private street, highway or road used by vehicles.

VEHICLE: Every motor vehicle which is mechanically propelled and designed to transport one or more persons.

VENDING: The act of selling, or offering to sell, any ice cream or similar confections or beverage for human consumption from an ice cream vending vehicle on a roadway.

VENDOR: Any person who physically operates an ice cream vending vehicle or any person who physically conducts vending from such a vehicle.

5.56.20: LICENSE REQUIRED:

A. It shall be unlawful for any person to sell, give away, offer for sale or expose for sale any ice cream or similar confection or beverage of any kind from a truck or other self-propelled motor vehicle, whether or not the same remains in one place in the City, without first having obtained a license for such purpose.

B. The City shall issue a photo identification card, suitable for identifying each ice cream vendor covered by this license program. Such card shall be displayed in a prominent place on each driver while ice cream vending is being conducted within the City.

C. Each ice cream vending vehicle doing business within the City shall also display a vehicle sticker. Such sticker shall be displayed on front passenger side window.

5.56.30: APPLICATION PROCESS

Applications for such licenses shall be made available on line and at the police department. The application shall state as follows:

A. The name, address, and statement of legal age of the applicant.

B. The citizenship of, place of birth, and proof of a valid driver's license for the applicant.

C. The location and description of the premises or place of business which is to be operated under such license.

D. A statement that applicant has never been convicted of a felony and is not disqualified to receive a license by reason of any matter or thing contained in this article, laws of this state, or the ordinances of this City.

E. The number of trucks intended to be operated under the proposed license, as well as the license plate number and vehicle identification number of each truck.

F. A waiver signed by each employee authorizing the City to conduct a background check on drivers who will operate the trucks. No driver shall operate any trucks within the City until the

City completes a background check satisfactory to the City. Each company shall furnish a list of the drivers who will be operating the trucks.

G. A copy of a current Health Department permit at the time of application.

5.56.40: APPLICATION FEE:

A. The annual fee for such licenses shall be \$50 for each vehicle. Such fee shall be paid to the police department at the time application is made.

B. The year for which a fee shall be valid shall commence on May 1 and end on April 30 of the succeeding year.

5.56.50: BACKGROUND CHECK

No such license shall be issued to or held by any person or driver who is not a person of good character or who has been convicted of a felony within the past five years, or must register as a sex offender as required by the Sex Offender Registration Act, 730 ILCS 150; nor shall such license be issued to or held by any corporation if any officer thereof would be ineligible for a license under the foregoing conditions. A criminal background fingerprint check will be performed by the Chief of Police, or his/her designee, through the Illinois State Police, Bureau of Identification, and the Federal Bureau of Investigation's database systems. A fee of \$50 shall be paid by the company or the individual for each individual for whom a background investigation must be conducted.

5.56.60: INSPECTION OF VEHICLE:

Prior to the issuance of said license, the licensee shall present to the police department each truck or other self-propelled motor vehicle for inspection as to the cleanliness and sanitation.

5. 56.70: REQUIRED VEHICLE EQUIPMENT:

In addition to having a current State registration, complying with the provisions of this Article and other applicable provisions of this Code, vehicles used for the vending of ice cream or similar confections or beverages shall be equipped with the following, which shall be in good working order:

A. A sign on the front and back of the vehicle which shall consist of reflective letters no less than three inches (3") in height and shall state "Caution - Children Crossing".

B. A foldout, diamond-shaped sign on the left side of the vehicle which shall consist of black on yellow reflective letters no less than five inches (5") in height and shall state "Slow". This sign shall be located at a height of between five feet (5') and eight feet (8') above ground level and shall be displayed at a ninety-degree (90°) angle to the left side of the vehicle whenever it is stopped for the purpose of vending.

C. Two (2) amber lights, each five inches (5") in diameter, mounted on the left and right front, and two (2) amber lights each five inches (5") in diameter, mounted on the left and right rear of the vehicle, all at the top of the vehicle.

Each left light shall flash alternately from the opposing right light, and have sufficient lumens so that the flashing will be visible at a distance of five hundred feet (500') whenever the vehicle is stopped for the purpose of vending.

D. A litter or trash container visible and available to customers of the vending vehicle.

E. Equipment which will keep all perishable ice cream or similar confections at a temperature of zero degrees (0°) to minus ten degrees Fahrenheit (-10°F). Beverages or other type confections on the vehicle shall be maintained at a temperature of below fifty degrees Fahrenheit (50°F).

5.56.80: PROHIBITIONS ON CONDUCTING BUSINESS:

The following shall not be performed from a vending vehicle:

A. Vending from the left, or driver's side, of the vehicle.

B. The emission of any amplified or electronic noise intended to advertise the presence of the vehicle. Manually operated bells may be utilized while the vehicle is in motion. The emission of any noise to advertise the presence of the vehicle while the vehicle is stopped is prohibited.

C. Vending if the vehicle is not parked with the right side thereof to the curb or right side of the roadway.

D. Vending within a distance of one hundred feet (100') from the nearest intersecting roadway.

E. Vending before ten o'clock (10:00) A.M. any day, or after eight o'clock (8:00) P.M. any day.

F. Vending on any of the following roadways:

Randall Road

Lincoln Highway (Route 38)

Bircher Road

Campton Hills Road

Peck Road

Main Street (Route 64)

Geneva Road, 2nd Street (Route 31)

5th Avenue (Route 25)

Illinois Street Bridge

Prairie Street Bridge

Red Gate Road

Tyler Road

Country Club Road

Dunham Road

Kirk Road

Kautz/Smith Road

G. Conducting a sale to any customer who is standing on a roadway.

H. Vending in such a manner as to cause a traffic and/or pedestrian nuisance.

5.56.90: OPERATORS' RESTRICTIONS:

A. It shall be unlawful for any driver of a vehicle while on duty to drink any intoxicating liquor or alcoholic beverage, to use any profane or obscene language, to shout or call to prospective customers, or to disturb the peace in any manner.

B. It shall be unlawful for any person who is afflicted with or is the carrier of any infectious or contagious disease to conduct vending.

C. A valid and current Health Department permit is required at all times while operating (these are issued annually).

D. No vehicle shall be operated unless it is covered by a bond or public liability policy as required by the Illinois Compiled Statutes. The owner shall furnish a copy of such bond or insurance policy prior to the issuance of a license.

E. It shall be the duty of every driver of a vehicle to obey all traffic rules established by ordinances of the City or the statutes of the State of Illinois.

5.56.100: PENALTY:

Any person violating any of the provisions of this article shall be fined one hundred dollars (\$100.00) for the first offense thereof, and subject to a fine of not more than five hundred dollars (\$500.00) for each subsequent offense.

SECTION TWO: That, after the adoption and approval hereof, this Ordinance shall (i) be printed or published in book or pamphlet form, published by the authority of the City Council of the City of St. Charles, or (ii) within thirty (30) days after the adoption and approval hereof, be published in a newspaper published in and with a general circulation within the City of St. Charles.

SECTION THREE: This Ordinance shall be in full force and effect ten (10) days from and after its passage by a vote of the majority of the corporate authorities now holding office, approval and publication in the manner provided by law.

PRESENTED to the City Council of the City of St. Charles, Illinois, this ____ day of _____, 2024.

PASSED by the City Council of the City of St. Charles, Illinois this ____ day of _____, 2024.

APPROVED by the Mayor of the City of St. Charles, Illinois, this ____ day of _____, 2024.

Lora Vitek, Mayor

ATTEST:


City Clerk

COUNCIL VOTE:

Ayes : _____

Nays : _____

Absent : _____

 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	AGENDA ITEM EXECUTIVE SUMMARY		Agenda Item number: IIIA2
	Title:	Motion to Approve the Service Agreement with the St. Charles History Museum for FY 2024-2025 in the amount of \$60,000	
	Presenter:	Bill Hannah, Finance Director	
Meeting: City Council		Date: May 20, 2024	
Proposed Cost: \$ <i>60,000</i>		Budgeted Amount: \$60,000	Not Budgeted: <input type="checkbox"/>
TIF District: None			
Executive Summary (if not budgeted, please explain):			
<p>The service agreement with the St. Charles History Museum in the amount of \$60,000 for FY 2024-2025 is attached. The St. Charles History Museum made its annual presentation at the Government Operations Committee Meeting on February 5, 2024. The Museum requested funding in the amount of \$60,000 at that presentation, which is an increase of \$10,000 from their funding received for FY 2023-24. The amount is consistent with the amount reflected in the 2024-2025 City budget.</p>			
Attachments (please list):			
St. Charles History Museum Service Agreement FY 2024-25			
Recommendation/Suggested Action (briefly explain):			
Motion to Approve the Service Agreement with the St. Charles History Museum for FY 2024-2025 in the amount of \$60,000			

**City of St. Charles, Illinois
Resolution No. _____**

**A Resolution Authorizing the Mayor and City Clerk of the City of St. Charles to
Execute a Service Agreement with the St. Charles History Museum in the
Amount of \$60,000 for Fiscal Year 2024-2025**

**Presented & Passed by the
City Council on May 20, 2024**

BE IT RESOLVED by the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, that the Mayor and City Clerk be and the same are hereby authorized to execute that certain Agreement, 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, Illinois this 20th day of May, 2024.

Passed by the City Council of the City of St. Charles, Illinois this 20th day of May, 2024.

Approved by the Mayor of the City of St. Charles, Illinois this 20th day of May, 2024.

Lora A. Vitek, Mayor

ATTEST: _____

City Clerk

COUNCIL VOTE:

Ayes: _____

Nays: _____

Abstain: _____

Absent: _____

**AGREEMENT FOR SERVICES BETWEEN THE CITY OF ST. CHARLES AND
THE ST. CHARLES HISTORY MUSEUM**

WHEREAS, the City of St. Charles, hereinafter referred to as " City," is desirous of promoting the rich history and culture of St. Charles; and,

WHEREAS, Chapter 3.32, "Municipal Hotel Operators' Occupation Tax," of the City of St. Charles, Illinois, Municipal Code (hereinafter referred to as "Hotel Tax Ordinance") provides for such activities in accordance with the limitations of the ordinance; and,

WHEREAS, the St. Charles History Museum, (hereinafter referred to as "the History Museum") an Illinois not-for-profit organization certified by the State of Illinois to collect, preserve, and present the history of the City of St. Charles and St. Charles Township, can provide research facilities, exhibits, and programs to residents and visitors to St. Charles.

NOW THEREFORE, IT IS HEREBY AGREED AS FOLLOWS:

- I. In consideration of the promises, terms and conditions set forth, the History Museum shall devote its energies to presenting the history of the Greater St. Charles area including, but not limited to, museum exhibits, satellite exhibits, public programs, school programs on site and in the classrooms, and participation in community festivals when feasible. Activities to include, but not limited to:
 - A. Maintaining permanent and rotating exhibits on various St. Charles history subjects at the History Museum and other locations in the community;
 - B. Offer public programs for residents and visitors by working with other community groups to bring in speakers and experts on various topics relating to local, state, and regional history and culture;
 - C. Work with teachers and principals to create and offer programs for CUSD 303 schools to supplement the local history unit and other relevant units;
 - D. Work with local festival and event coordinators to offer services including bus tour guides, and to coordinate possible exhibit opportunities;
 - E. Maintain and enhance existing relationships with St. Charles community stakeholder organizations including the St Charles Business Alliance, Chamber of Commerce, St. Charles Community Unit School District 303, Public Library, Park District, St. Charles Township, and the City;
 - F. Seek grants on all levels to assist in the funding of planned activities;
 - G. Interface with other local, state and regional museum organizations to ensure best practices are being met;

- H. Continue to assess the results of the History Museum's work and provide annual written reports to the City Council.
- II. In consideration of the foregoing services provided by the History Museum, City agrees to pay to the History Museum \$60,000 (Sixty Thousand Dollars) for the period beginning May 1, 2024 and ending April 30, 2025. Payment shall be made on a monthly basis.
- III. The History Museum will not enter into any relationship, contractual or otherwise, which will subject City to any liability. The History Museum, an independent contractor, receives funding from the City to provide programs and exhibits highlighting the history of St. Charles and has no authority to bind the City in any matter. The History Museum further agrees to indemnify and hold harmless the City from any and all liability, losses or damages, including reasonable attorney's fees, arising from the execution or implementation of this agreement.
- IV. The History Museum shall maintain records of all of its activities for a period of at least seven years, which records shall upon request be subject to inspection and copying by City or its designated agent at City's sole expense at any reasonable time or times during the operation of this agreement and for a period of six years thereafter.
- V. This agreement shall terminate on April 30, 2025, and the consideration therefore may be renewed by a written instrument executed by both parties.
- VI. The History Museum shall provide the City with monthly financial reports including profit and loss statements, along with a balance sheet, once approved by the Museum Board. The History Museum shall comply with the terms and conditions of City's Policy Regarding Funding for External Agencies, as it exists on May 1, 2024.
- VII. The History Museum agrees that it will continue to identify, recruit, and appoint new and/or additional members to its Board of Directors to represent the entire community of the City of St. Charles. The History Museum also agrees to maintain its by-laws so as to restrict the duration and number of terms of office members of the Board of Directors may serve.
- VIII. Upon termination of this agreement, any funds paid to the History Museum and not used or otherwise subject to pending contract requirements of the History Museum shall be returned to the City.

- IX. In the event of a default by either party under this agreement, the other party may elect to terminate the agreement by serving ten-day written notice upon the other party.
- X. The foregoing is the entire agreement made by and between the parties hereto and has been examined by each of the said parties.
- XI. Any amendment to this agreement shall be effective only if evidenced by a written instrument executed by the parties hereto.


IN WITNESS WHEREOF, the undersigned have hereto set their hands and seals this _____ day of May, 2024.

ST. CHARLES HISTORY MUSEUM

CITY OF ST. CHARLES

By _____
President

Mayor

 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	AGENDA ITEM EXECUTIVE SUMMARY		Agenda Item number: IIIA3
	Title:	Motion to Approve a Service Agreement with the St. Charles Business Alliance in the Amount of \$798,600 for Fiscal Year 2024-2025.	
	Presenter:	Derek Conley, Economic Development Director	
Meeting: City Council		Date: May 20, 2024	
Proposed Cost: \$ 798,600		Budgeted Amount: \$798,600	Not Budgeted: <input type="checkbox"/>
TIF District: None			
Background:			
<p>Attached is the proposed Service Agreement with the St. Charles Business Alliance (SCBA) for the fiscal year 2024-2025. The agreement is in the amount of \$798,600 and comprises funding from two sources: \$272,000 of anticipated proceeds from SSA 1B and \$526,600 from the City’s Hotel tax revenues in the General Fund.</p> <p>The funding requested represents an increase of \$100,000 from FY 2023-2024. In the Government Operations meeting on February 5th, the committee discussed the proposed increase and unanimously recommended approval. The requested increase is to offset rising costs and inflation over the past five years, which are crucial to continuing to provide marketing, business development, and events to the downtown area and the City.</p> <p>The 2024-2025 year represents the sixth year of the SCBA’s existence. The SCBA was formed in 2019 as a result of the consolidation of the former Downtown St. Charles Partnership (DSCP) and the Greater St. Charles Visitor & Convention Bureau (CVB).</p> <p>Other than the funding increases, the service agreement is the same as the FY 2024-2025 agreement.</p>			
Attachments (please list): Service Agreement 2024-2025			
Recommendation/Suggested Action (briefly explain):			
Motion to Approve a Service Agreement with the St. Charles Business Alliance in the Amount of \$798,600 for Fiscal Year 2024-2025.			

City of St. Charles, Illinois
Resolution No. _____

**A Resolution Authorizing the Mayor and City Clerk of the City of St. Charles to
Execute a Service Agreement with the St. Charles Business Alliance in the
Amount of \$798,600 for Fiscal Year 2024-2025**

**Presented & Passed by the
City Council on May 20, 2024**

BE IT RESOLVED by the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, that the Mayor and City Clerk be and the same are hereby authorized to execute that certain Agreement, 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, Illinois this 20th day of May, 2024.

Passed by the City Council of the City of St. Charles, Illinois this 20th day of May, 2024.

Approved by the Mayor of the City of St. Charles, Illinois this 20th day of May, 2024.

Lora A. Vitek, Mayor

ATTEST: _____

City Clerk

COUNCIL VOTE:

Ayes: _____

Nays: _____

Abstain: _____

Absent: _____

**AGREEMENT FOR SERVICES BETWEEN THE CITY OF ST. CHARLES AND
THE ST. CHARLES BUSINESS ALLIANCE, AN ILLINOIS NOT-FOR-PROFIT CORPORATION**

WHEREAS, the City of St. Charles, hereinafter referred to as "City," is desirous of promoting and developing tourism and conventions; and,

WHEREAS, the City is also desirous of promoting and preserving and revitalizing business attraction through planning, development and redevelopment activities; and

WHEREAS, Chapter 3.32, "Municipal Hotel Operators' Occupation Tax," of the City of St. Charles, Illinois, Municipal Code (hereinafter referred to as "Hotel Tax Ordinance") provides for such activities in accordance with the limitations of the ordinance; and,

WHEREAS, pursuant to Ordinance No. 1993-M-63 (the "SSA Ordinance"), the City established Special Service Area No. 1B (Downtown Revitalization) ("SSA1B") to fund certain services specified therein relating to economic development and promotional activities in the downtown area; and,

WHEREAS, St. Charles Business Alliance, an Illinois Not-For-Profit Corporation, ("St. Charles Business Alliance") was formed on July 1st, 2019 by virtue of Articles of Merger entered into by and between Downtown St. Charles Partnership, an Illinois Not-For-Profit Corporation and St. Charles Convention and Visitors Bureau, an Illinois Not-For-Profit Corporation; and

WHEREAS, the City and St. Charles Business Alliance desire to continue and enhance the services previously provided by each of these organizations.

NOW THEREFORE, IT IS HEREBY AGREED AS FOLLOWS:

Section 1. City Funding.

A. SSA Tax. In consideration of the foregoing services provided by the St. Charles Business Alliance, the City agrees to pay to the St. Charles Business Alliance \$272,000 from the proceeds of the Special Service Area 1B tax levy (the SSA Tax), payable in equal monthly amounts of \$22,666.66 during the term of this Agreement beginning May 1, 2024.

B. Municipal Hotel Operator's Occupation Tax. In consideration of the additional services provided, the City agrees to pay St. Charles Business Alliance \$526,600.00, from the City's Hotel Tax revenue, payable in equal monthly amounts of \$43,883.33 during the term of this Agreement beginning May 1, 2024.

Section 2. Services.

A. SSA 1B Services. St. Charles Business Alliance shall provide the services as are requested by the City and authorized by the Ordinance which establishes SSA1B (Ordinance 1993-M-63). Such services shall be provided within the boundaries of SSA 1B, as such boundaries may be modified from time to time. St. Charles Business Alliance shall make no expenditures from receipts of the SSA Tax unless such

expenditures are in compliance with the terms of the “municipal services” set forth in Ordinance 1993-M-63 (The SSA Ordinance).

B. Additional Services. St Charles Business Alliance shall also provide the services incorporated herein and as follows:

1. Analyze the St Charles area's major attributes with the purpose of capitalizing on those characteristics for the promotion of economic activity, tourism and hotel stays in St Charles;
2. Create and execute an annual marketing & events plan with defined goals and objectives. Create and execute marketing efforts to promote economic activity, hotel stays, and tourism. Plan will include year over year analytics and results of efforts to be reported annually. Including anecdotal feedback from the community and St. Charles businesses;
3. Continue to provide communication and leads to the St. Charles hospitality community which would include, but is not limited to: hotels, convention centers, sports, banquet venues, training centers and restaurants. Research target markets to plan effective marketing to meeting planners and potential business' or organizations that would benefit from the hospitality offerings in St. Charles;
4. Maintain and enhance existing relationships with St Charles hotels. Continue to meet with the hospitality community on a quarterly basis to understand their needs and challenges. Serve as a resource to the St Charles hospitality community to help them address their needs and meet their challenges;
5. Serve as a resource to St Charles Businesses, retail and restaurants and serve as a liaison between the business community and the City when appropriate;
6. Plan, executive, and seek sponsorship on all levels to assist in the funding of planned special events and Alliance programs that benefit the St. Charles business community;
7. To the best of their ability, interface with local, state and regional tourist and convention bureaus;
8. Continue to assess the results of the St. Charles Business Alliance work, events and programs and provide annual written reports to the City Council during the first quarter of each calendar year. This report will review the goals/metrics provided in Exhibit A, attached hereto and incorporated hereto.

Section 3. Indemnification. To the fullest extent permitted by law, the St. Charles Business Alliance hereby agrees to defend, indemnify and hold harmless the City against all loss, damages, claims, suits, liabilities, judgments, costs and expenses which may in anyway accrue against the City, its officials, agents and employees, arising in whole or in part or in consequence of the performance of this Agreement by the St. Charles Business Alliance, its officials, agents and employees, except that arising out of the sole legal cause of the City, its officials, agents or employees, and the St. Charles Business Alliance shall, at its own expense,

appear, defend and pay all charges of attorneys and all costs and other expenses arising therefor or incurred in connection therewith, and, if any judgment shall be rendered against the City, its officials, agents and employees, in any such action, the St. Charles Business Alliance shall, at its own expense, satisfy and discharge the same.

Section 4. Mutual Cooperation. The Parties shall utilize their best efforts to share and communicate relevant information in a timely and effective/efficient manner, and work together to accomplish their common and mutual goals. The Parties shall do all things necessary or appropriate to carry out the terms and provisions of this Agreement and to aid and assist each other in furthering the objectives of this Agreement.

Section 5. Recordkeeping. The St Charles Business Alliance shall maintain records of all of its activities performed under this Agreement for a period of at least seven years, which records shall upon request be subject to inspection and copying by the City or its designated agent at the City's sole expense at any reasonable time or times during the operation of this Agreement and for a period of six years thereafter. St. Charles Business Alliance will maintain a separate accounting of the receipt and the use of the SSA tax receipts described herein. This Section shall survive termination of this Agreement.

Section 6. Monthly Financial Report. St. Charles Business Alliance shall provide City with a monthly financial report including a profit and loss statement, and a balance sheet. The current profit and loss statement, along with a summary of activities undertaken regarding St. Charles Business Alliance services hereunder, shall be provided to the City within thirty (30) days after the end of the month for which the statement is prepared. A separate accounting of the receipt and expenditure of SSA Tax funds will be maintained and filed with the monthly financial statement referenced herein.

Section 7. Compliance with City's Policy. In addition to the requirements set forth in this Agreement, St. Charles Business Alliance shall comply with the provisions of the City's Policy Regarding Funding for External Agencies, as such policy is in effect from time to time.

Section 8. Relationship of the Parties. Nothing contained in this Agreement nor any act of the City or the St. Charles Business Alliance shall be deemed or construed by any of the Parties, to create any relationship of principal or agent, or of limited or general partnership, or of joint venture, or of any association or relationship involving the City or St. Charles Business Alliance. St. Charles Business Alliance

shall not enter into any relationship, contractual or otherwise, which will subject the City to any liability and shall have no authority to bind the City in any matter.

Section 9. No Third Party Rights. Nothing in this Agreement, whether express or implied, is intended to confer any rights or remedies under or by reason of this Agreement on any person other than the Parties hereto and their respective permitted successors and assigns, nor is anything in this Agreement intended to incur or discharge the obligation or liability of any third person to any Party, nor shall any Provision give any third person any right of subrogation or action over or against any Party to this Agreement.

Section 10. Amendment. This Agreement may be amended by mutual consent. Any such amendment shall be effective only if evidenced by a written instrument executed by the Parties.

Section 11. Notices. All notices hereunder shall be in writing and must be served either personally or by registered or certified mail to:

- A. The City at:
City of St. Charles
2 East Main Street
St. Charles, IL 60174
Attention: City Administrator

- B. St. Charles Business Alliance at:
2 E. Main Street
St. Charles, IL 60174
Attn: Executive Director

- C. To such other person or place which either Party hereto, by its prior written notice, shall designate for notice to it from the other Party hereto.

Section 12. Integration. This Agreement together with all Exhibits and attachments thereto, constitute the entire understanding and agreement of the Parties. This Agreement integrates all of the terms and conditions mentioned herein or incidental hereto, and supersedes all negotiations or previous agreements between the Parties with respect to all or any part of the subject matter hereof.

Section 13. Assignment. Neither of the Parties may assign its rights and privileges or its duties and obligations under this Agreement without the written consent of the other Party. This Agreement shall inure to the benefit of each Party and their respective successors and assigns.

Section 14. Governing Law. This Agreement and the application of the terms contained herein shall be governed by the laws of the State of Illinois.

Section 15. Remedies for Default. In addition to all other remedies that may be available under law, in the event of a default by either Party under this Agreement, the other Party may elect to terminate the Agreement by Serving ten-day written notice upon the other Party.

Section 16. Non-Waiver. Any failure or delay by any Party in instituting or prosecuting any actions or proceedings or in otherwise exercising its rights hereunder shall not operate as a waiver of any such rights or to deprive it of or limit such rights in any way. No waiver in fact made by a Party with respect to any specific default by the other Party shall be considered or treated as a waiver of the rights of the waiving Party with respect to any other defaults by the defaulting Party or with respect to the particular default except to the extent specifically waived in writing.

Section 17. Headings. The headings contained in this Agreement are for convenience of reference only and shall not limit or otherwise affect in any way the meaning or interpretation of this Agreement.

Section 18. Invalidity. Whenever possible, each provision of this Agreement shall be interpreted in such manner as to be valid under applicable law, but if any provision of this Agreement shall be held to be invalid or prohibited hereunder, such provision shall be ineffective to the extent of the prohibition or invalidation, but shall not invalidate the remainder of such provision or the remaining provisions of this Agreement.

Section 19. Term of Agreement. Unless sooner terminated by agreement of the Parties or otherwise pursuant to the provisions of this Agreement, this Agreement shall be effective upon the execution by both Parties thereto and shall continue in effect through April 30, 2025.

Section 20. Counterparts. This Agreement may be executed in multiple, identical counterparts and all said counterparts shall, taken together, constitute this integrated Agreement.

IN WITNESS WHEREOF, the undersigned have hereto set their hands and seals ___ day of _____, 2024.

CITY OF ST. CHARLES

By: _____
City Administrator

ATTEST:

City Clerk

ST. CHARLES BUSINESS ALLIANCE,
A Not-for-Profit Corp.

By: _____
Its: _____


ATTEST:

=====

Exhibit "A"-

Goals/Metrics

- **General brand development and growth**
- **Sponsorships**
 - Hold Consistent
- **Marketing**
 - Increase social media presence
 - Show increased progress of impressions and participation
 - Continue consistent branding in all programming
 - Target demographic through research
- **Projected Attendee Participation**
 - Number of hits to event landing page to increase year over year
 - Number of newsletter subscribers to increase
 - Increased number of shares
 - Landing page conversion rate to increase year over year
- **Feedback from Businesses**
 - Increased number of businesses visited for retention
 - Increased Business participation
 - Continue to survey after events and programming
- **Tax Revenue Growth**
- **Volunteer Engagement**
 - Increase number of volunteers for committees and events
 - Increase number of volunteer hours with tracking
 - Volunteer retention
- **Hotel Engagement**
 - Build stronger relationships with hotels
 - Market local businesses to hotel guests
 - Send RFP's to qualified hotels
 - Identify & track group's local purchases
 - Send event and marketing information to hotels
- **Sales Success**
 - Market the destination to raise awareness of St. Charles
 - Attend sales conferences to develop relationships/leads
 - Increase sales calls/activities
 - Increase qualified group leads
 - Increase % of groups returning
 - Measure # of contracts signed
 - Partner with hotels to book new business, renew existing

 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	AGENDA ITEM EXECUTIVE SUMMARY		Agenda Item number: *IIIA4
	Title:	Motion to Approve a Resolution authorizing an agreement with Infor (US), LLC for annual software maintenance and support services for \$213,778	
Presenter:	Larry Gunderson, Director of Information Systems		
Meeting: City Council		Date: May 20, 2024	
Proposed Cost: \$213,778		Budgeted Amount: \$212,360	Not Budgeted: <input type="checkbox"/>
TIF District: None			
<p>Executive Summary (if not budgeted, please explain): Annual maintenance and support for the City’s Infor Lawson Enterprise Resource Planning (ERP) software is up for renewal as of June 1, 2024. Maintenance and support services covers all Infor Lawson applications including Financials, HR/ Payroll, Inventory Control, Procurement and Fixed Assets, and a number of other enterprise software-related applications and services.</p> <p>Infor, as the owner and developer of the software, is the sole provider of support for the software applications. Benefits received under the maintenance and support package include: Infor Support Assistant, Software Updates and Patches, Critical Solution Notifications, Knowledge Base, Incident Management and access to Customer Communities. The cost for maintenance and support is an increase of 6.7% over the previous year.</p>			
<p>Attachments (please list): Resolution, Bid Waiver Form</p>			
<p>Recommendation/Suggested Action (briefly explain): Motion to approve a resolution authorizing an agreement with Infor (US), LLC for annual software maintenance and support services for \$213,778.</p>			

**City of St. Charles, Illinois
Resolution No.**

**A Resolution to Execute an Agreement with Infor (US), LLC for annual
Infor software maintenance and support in the submitted amount**

**Presented & Passed by the
City Council on**

WHEREAS, since 2010 Infor (US), LLC, and its predecessor, Lawson Software Americas, Inc., have provided Enterprise Resource Planning software to the City;

WHEREAS, Infor (US), LLC, as the owner and developer of the software, is the sole provider of software maintenance and support for the Infor software applications;

WHEREAS, Infor (US), LLC submitted pricing for Infor software maintenance and support for the period of one year, June 1, 2024 to May 31, 2025;

THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, an Agreement be approved with Infor (US), LLC in the submitted amount.

PRESENTED to the City Council of the City of St. Charles, Illinois, this ____ day of _____, 2024

PASSED by the City Council of the City of St. Charles, Illinois, this ____ day of _____, 2024

APPROVED by the Mayor of the City of St. Charles, Illinois, this ____ day of _____, 2024

Lora Vitek, Mayor

ATTEST:

City Clerk

COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain:



Bid Waiver One Time Today through _____

Description: _____

Requested Vendor: _____

Requested By: _____ Date: _____

Approval: _____

Department Head

Signature

Bid Waivers are required when there are unique circumstances related to a proposed procurement that has not been competitively solicited.

1. This procurement is valued at \$_____ for this one-time order, and/or \$_____ for a 12-month period.
2. This good/service has been competitively solicited within the past 24 months. YES NO
If Yes, Was the solicitation published on the city website? YES NO

3. Justification for Bid Waiver:

Emergency i.e. declared by the Mayor and applicable to EOC/FEMA procedures.

Urgent i.e. required to resolve an unanticipated problem that, if not resolved within 48 hours, may cause undue risk to individuals and/or extensive damage to property.

Need for these goods/services were **not anticipated and procurement through normal channels would take too long.**

A responsible **contractor was on site** performing a related repair, and based on professional judgement; it was prudent to request this service/repair from said contractor.

These goods are replacement parts for a **warrantied item, and the warranty is still in place**, and purchase of a non-brand item will jeopardize warranty.

These goods/services are **inherently related to, and an ongoing part of**, other goods/services previously provided by the Provider.

These goods utilize a **proprietary, patent, trademark, or customized programming** resulting in lack of competition.

These goods are **standardized** for operational safety and efficiency.

These goods are only available through the provider's **local distribution** channels.

These goods/services were purchased through a **Cooperative Purchasing Agreement.** _____

Other: _____



CITY OF
ST. CHARLES
ILLINOIS • 1834

AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: *III A5

Title:

Motion to Approve a Resolution authorizing a three-year agreement with VertiGIS in the amount of \$27,191

Presenter:

Eric Creighton, GIS Coordinator

Meeting: City Council

Date: May 20, 2024

Proposed Cost: \$27,191

Budgeted Amount: \$8,650 (Year 1)

Not Budgeted:

TIF District: None

Executive Summary (if not budgeted, please explain):

Geographic Information Systems (GIS) is used at the City to manage utility infrastructure, property information, emergency management, and all other geospatial data. GIS data is provided through targeted applications, such as VertiGIS' Precision GIS, to support City staff as they carry out their work.

The City has been licensing individual GIS software applications from VertiGIS, such as GeoCortex Essentials and VertiGIS Studio, since 2006. To provide cost savings to their customers, VertiGIS now offers a Small Municipal and County Enterprise License Agreement (ELA) for municipalities with a population of 25,001 to 50,000.

The ELA will provide the City unlimited access to VertiGIS' primary software, as well as additional software for mobile, analytics and Esri integration. The ELA enables cost savings over a three-year period when compared to purchasing each software application individually. Following are the proposed costs for the three-year agreement:

	Year 1	Year 2	Year 3
Enterprise License Agreement	\$5,090.21	\$11,050	\$11,050
3 Year Total			\$27,191

Staff is recommending a three-year agreement with VertiGIS for \$11,050 per year, with a pro-rated amount of \$5,090.21 for Year 1, for a total of \$27,191.

Attachments (please list):

Resolution, Bid Waiver Form

Recommendation/Suggested Action (briefly explain):

Motion to approve of a resolution authorizing a three-year agreement with VertiGIS in the amount of \$27,191

**City of St. Charles, Illinois
Resolution No.**

**A Resolution Authorizing a three-year Agreement with
VertiGIS in the submitted amount**

**Presented & Passed by the
City Council on**

WHEREAS, since 2006 the City has used software from VertiGIS, and its predecessor Latitude Geographics, to provide mapping application access to geographic information systems (GIS) data, improve workflows, and support the business needs of City staff; and

WHEREAS, the City desires to continue to use the GIS mapping applications in support of critical business processes; and

WHEREAS, the City desires to increase functionality with web access, additional Esri integrations, and utilize an annual block of hours for training; and

WHEREAS, the City desires to use VertiGIS's applications to further the Strategic Plan goal of implementing technology to improve internal and external processes and increase efficiencies; and

THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, an annual subscription renewal be approved with SnapLogic in the submitted amount.

PRESENTED to the City Council of the City of St. Charles, Illinois, this ___ day of _____, 2024

PASSED by the City Council of the City of St. Charles, Illinois, this ___ day of _____, 2024

APPROVED by the Mayor of the City of St. Charles, Illinois, this _____ day of _____, 2024

Lora Vitek, Mayor

Resolution No. _____

Page 2

ATTEST:

City Clerk

COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain:



Bid Waiver One Time Today through 5/31/2027

Description: Three Year VertiGIS Enterprise License Agreement

Requested Vendor: VertiGIS

Requested By: Eric Creighton Date: 4/23/2024

Approval: Larry Gunderson Department Head Lawrence E. Gunderson Signature
Digitally signed by Lawrence E. Gunderson Date: 2024.04.25 17:39:26 -05'00'

Bid Waivers are required when there are unique circumstances related to a proposed procurement that has not been competitively solicited.

1. This procurement is valued at \$ 27,191 for this one-time order, and/or \$ _____ for a 12-month period.
2. This good/service has been competitively solicited within the past 24 months. YES NO
If Yes, Was the solicitation published on the city website? YES NO

3. **Justification for Bid Waiver:**

Emergency i.e. declared by the Mayor and applicable to EOC/FEMA procedures.

Urgent i.e. required to resolve an unanticipated problem that, if not resolved within 48 hours, may cause undue risk to individuals and/or extensive damage to property.

Need for these goods/services were **not anticipated and procurement through normal channels would take too long.**

A responsible **contractor was on site** performing a related repair, and based on professional judgement; it was prudent to request this service/repair from said contractor.

These goods are replacement parts for a **warrantied item, and the warranty is still in place**, and purchase of a non-brand item will jeopardize warranty.

- These goods/services are **inherently related to, and an ongoing part of**, other goods/services previously provided by the Provider.


These goods utilize a **proprietary, patent, trademark, or customized programming** resulting in lack of competition.


These goods are **standardized** for operational safety and efficiency.

These goods are only available through the provider's **local distribution** channels.

These goods/services were purchased through a **Cooperative Purchasing Agreement.** _____

Other: _____

	AGENDA ITEM EXECUTIVE SUMMARY		Agenda Item number: IIIA6
	Title:	Motion to Approve Street Closure for Annual Farmers Market from June through October	
	Presenter:	Jim Keegan, Chief of Police	
Meeting: City Council		Date: May 20, 2024	
Proposed Cost:		Budgeted Amount: \$	Not Budgeted: <input type="checkbox"/>
TIF District: Choose an item.			
Executive Summary (if not budgeted, please explain):			
<p>The Farmers Market organizers at the Baker Memorial Church are requesting the closure of North 4th Avenue between Main St. and Cedar St. on Fridays from June until the end of October from approximately 5 a.m. until 2:30 p.m. The farmer’s market has taken place at this location for several years with no problems.</p> <p>Barricades for this request are stored at Baker Memorial Church and will be set up and then removed by event volunteers once all of the booths are gone.</p>			
Attachments (please list):			
Recommendation/Suggested Action (briefly explain):			
Motion to approve street closure for the annual Farmers Market from June through October.			

 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	AGENDA ITEM EXECUTIVE SUMMARY		Agenda Item number: IIIA7
	Title:	Motion to Approve a Resolution Authorizing a Professional Services Agreement with Solomon Cordwell Buenz for a Downtown Riverfront Property Feasibility Study in the amount of \$118,680.	
	Presenter:	Derek Conley, Economic Development Director	
Meeting: City Council		Date: May 20, 2024	
Proposed Cost: \$118,680		Budgeted Amount: \$200,000	Not Budgeted: <input type="checkbox"/>
TIF District: None			
Executive Summary (if not budgeted, please explain):			
<p>In September 2023, the City Council directed staff to issue a Request for Proposals for a Downtown Riverfront Property Feasibility Study for City-owned property at 10 State Ave. The subject property is commonly known as the former Police Department site. The intent of the feasibility study is to collect data to provide the City with more information to properly evaluates development options. The scope of services is limited to a technical analysis of the site and include Environmental Site Assessment, Geotechnical Analysis, Floodplain Mitigation Analysis, Utility Analysis, Demolition Costs, Traffic Study, and Parking Analysis. RFP responses were due November 16, 2023.</p> <p>Solomon Cordwell Buenz (SCB), was the only consultant firm to submit a proposal. SCB is an architecture and planning firm since 1931, operates nationally with an office in Chicago. City staff has reviewed the SCB proposal and interviewed the project manager and SCB team. City staff confirms that SCB has a proven record of working on similar projects, a clear understanding of the scope of services, and is capable of delivering those services in a timely matter.</p> <p>The attached SCB proposal includes Experiences and Capabilities, Statement of Experience, Work Specific Knowledge, and the Project Approach. The analysis is schedule to be conducted completed in 4-5 months.</p>			
Attachments (please list):			
Resolution, Agreement (including Consultant RFP submittal)			
Recommendation/Suggested Action (briefly explain):			
Motion to Approve a Resolution Authorizing a Professional Services Agreement with Solomon Cordwell Buenz for a Downtown Riverfront Property Feasibility Study in the amount of 118,680.			

**City of St. Charles, Illinois
Resolution No. 2024-_____**

**Resolution Authorizing the Execution of a Professional Services Agreement
with Solomon Cordwell Buenz for a Downtown Riverfront Property
Feasibility Study.**

**Presented & Passed by the
City Council on _____**

BE IT RESOLVED by the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, to Authorize the Execution of a Professional Services Agreement with Solomon Cordwell Buenz for a Downtown Riverfront Property Feasibility Study, in the amount of \$118,680.

PRESENTED to the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, this 20th day of May 2024.

PASSED by the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, this 20th day of May 2024.

APPROVED by the Mayor of the City of St. Charles, Kane and DuPage Counties, Illinois, this 20th day of May 2024.

Lora A. Vitek, Mayor

Attest:

City Clerk/Recording Secretary

Voice Vote:

Ayes:

Nays:

Absent:

Abstain:

St. Charles Agreement for Professional Services Downtown Riverfront Property Feasibility Study

This agreement for professional services ("**Agreement**") has been awarded on _____, 2024 by City Council / or / by City Administration 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 **Solomon, Cordwell, Buenz & Associates, Inc.** ("**Professional Service Provider**") (Inc/LLC/Co/sole proprietorship), located at **625 N. Michigan Avenue, Suite 800, Chicago, Illinois 60611**. City and Professional Service Provider are at times collectively referred to hereinafter as the "Parties."

RECITALS

Whereas, the City issued Request for Proposal #ED2023-41 (**Solicitation**) for professional services entitled **Downtown Riverfront Property Feasibility Study ("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, a total amount not to exceed **\$118,680.00**; [Options / Phases not listed have not been awarded.]

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 Package (minus the response pages and sample award documents), all addenda 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.

c. **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.

- 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 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 represents 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. Efforts.** The Professional Service Provider, consistent with the Standard of Performance, shall 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 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 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 represents 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.
 - b. **Loss and Liability.** The Professional Service Provider shall hereby indemnify the City, its directors, 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.
- 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
Project Manager: Derek Conley; dconley@stcharlesil.gov
 - c. **If to the Professional Service Provider**
Solomon, Cordwell, Buenz & Associates, Inc.
625 N. Michigan Ave., Suite 800
Chicago, IL 60611
Attn: Nicholas Pryor; Nicholas.pryor@scb.com
Ph: 312.866.1133

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 Agreement 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 - Derek Conley

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 _____



Notice to Professional Service Providers

Downtown Riverfront Property Feasibility Study (ED2023-41)

A **Formal Request for Proposal** for the above work is posted on our city website: <https://www.stcharlesil.gov/bids-proposals>

Brief Description: The City of St. Charles (“City”) is seeking proposals from qualified firms to conduct a development feasibility study of City-owned property along the Fox River, 10 State Avenue, in Downtown St. Charles. The City is NOT seeking development proposals or concepts from developers at this time. The intent of the development feasibility study is to evaluate the site from a land-use, infrastructure, and financial perspective to determine feasible development options that align with the City’s vision of the property.

Targeted Timeframe *(subject to change without notice)*

RFP published	https://www.stcharlesil.gov/bids-proposals	September 19, 2023
Questions due prior to 8:00am	Procurement@stcharlesil.gov	October 20, 2023
Answers published	https://www.stcharlesil.gov/bids-proposals	October 27, 2023
Responses to RFP due prior to 10:00am	There will not be a public opening.	November 16, 2023
Invitations to Interview	notification via e-mail	TBD
Interviews	2 East Main St; St. Charles, IL	TBD
Council/City Administrator Award	Anticipated Award Date:	January/February 2024

Service Period Anticipated Notice to Proceed: January/February 2024

Completion Date: City will rely on consultant experience on adequate time to complete scope of services. The City prefers to have the study completed by September 2024.

Solicitation Document includes

- Notice to Professional Service Providers
- Section 1: Instructions to Proposers for Professional Services
- Section 2: Special Provisions for Professional Services
- Section 3: Requirements and Specifications
- Section 4: Proposal Response Documents
 - Cover Page
 - Signature Page
 - Price Proposal Page
 - Certification of Compliance
 - Service Provider Response Requirements
- Section 5: Award Document – St. Charles Agreement for Professional Services
 - Exhibit A: This solicitation document and all addenda
 - Exhibit B: Awarded Response and Clarification Documents
 - Exhibit C: Insurance Requirements
 - Exhibit D: Change Order Document

INSTRUCTIONS TO PROPOSERS FOR PROFESSIONAL SERVICES

Solicitations are open to all qualified firms actively engaged in providing the services specified and inferred.

SOLICITATION PROCESS

Request for Proposal

- 1) The City of St. Charles solicits qualified firms for Professional Services.
- 2) Firms are qualified based on either
 - a) A public formal Request for Qualifications which may be either a separate solicitation or incorporated within a Request for Proposal.
 - b) Prior experience with the City's facilities, equipment, infrastructure, or issue at hand.
 - c) Prior experience providing the service.
- 3) A formal Request for Proposal is submitted to qualified firms.
- 4) It is the responsibility of the Proposer to seek clarification of any requirement that may not be clear. Questions concerning this request shall be submitted via e-mail to Procurement@stcharlesil.gov by the last date for questions as reflected on the first page of this document. A written response in the form of an addendum will be published by the date stated.
- 5) Proposers shall acknowledge the receipt of any addendum in the spaces designated in the Response Documents.

The Cone of Silence

- 6) The Cone of Silence is designed to protect the integrity of the procurement process by shielding it from undue influences.
- 7) During the period beginning with the issuance of the Request for Proposal through the execution of the award document, proposers are prohibited from all communications regarding this request with City staff, City consultants, City legal counsel, City agents, or elected officials.
- 8) Any attempt by a proposer to influence a member or members of the aforementioned may be grounds to disqualify the proposer from participation in this solicitation.

Exceptions to the Cone of Silence

- 9) Written communications directed to Procurement@stcharlesil.gov
- 10) All communications occurring at pre-bid meetings.
- 11) Oral presentations during finalist interviews, negotiation proceedings, or site visits.
- 12) Oral presentations before publicly noticed committee meetings.
- 13) Contractors already on contract with the City to perform services for the City are allowed discussions necessary for the completion of an existing contract.
- 14) Procurement of goods or services for Emergency situations.

Investigation

- 15) It shall be the responsibility of the Proposer to make any and all investigations necessary to become thoroughly informed of what is required and specified.
- 16) If a work site is involved in this solicitation, and the site of the work is:
 - a) An area restricted from the general public, an opportunity will be provided for proposers to perform this inspection.
 - b) An area open to the general public, the proposer may perform their inspection at a time of their choosing.
- 17) Participating Supplier shall inspect in detail the delivery location, installation site, and/or work site and familiarize themselves with all the local conditions and the detailed requirements of delivery, installation, or construction.
- 18) No plea of ignorance by the Participating Supplier of conditions that exist or that may hereafter exist, as a result of failure or omission on the part of the Participating Supplier to make the necessary examinations and investigations, will be accepted as a basis for varying the requirements of the City, the compensation to the supplier, or a change in the formal offer submitted to the City per City's defined cost structure.

Proposals

- 19) Proposals must be submitted electronically. All necessary documents are available through the City's website, <https://www.stcharlesil.gov/bids-proposals> which provides a hyperlink to DemandStar. Downloading documents and submitting proposals requires registration with "DemandStar." You can register and create an account by going to www.demandstar.com/register.rsp. DemandStar is a free service used to browse solicitation opportunities, receive general or targeted solicitation opportunity notifications, and participate in procurements.

Signatures as Offer

- 20) Under the conditions of the Uniform Commercial Code, the signing of the proposal by the proposer constitutes an offer. If accepted by the City, the offer becomes part of the contract.
- 21) Signatures (*reference signature page*) by
- Individuals or sole proprietorships shall be signed by a person with the authority to enter into legal binding contracts. Said individual shall use his usual signature.
 - Partnerships shall be signed with partnership name by one of the members of the partnership, or an authorized representative, followed by the signature and title of the person signing.
 - Corporations shall be signed with the name of the corporation, followed by the signature and title of person authorized to bind it in the matter.

Withdrawal of Offers

- 22) Offers may be withdrawn at any time prior to the due date.
- 23) Offers may not be withdrawn after the due date without the approval of the Procurement Division.
- 24) Negligence in preparing an offer confers no right of withdrawal after opening/due date.

Timeframe and Consequences

- 25) Offers must be received before the designated time.
- 26) Unless otherwise specified in the solicitation, offers shall be binding for ninety (90) calendar days following due date.

Receipt of Formal Offers

- 27) Firms submitting formal offers will be identified on a formal List of Proposers published on the City's website <https://www.stcharlesil.gov/bids-proposals> within two business days.

Taxes

- 28) The City is exempt by law from paying sales tax on goods, equipment, and products permanently incorporated into the project, from State and City Retailer's Occupation Tax, State Service Occupation Tax, State Use Tax and Federal Excise Tax.
- 29) The City's Sales Tax Exemption Number is E9996-0680-07.

EVALUATION OF OFFERS

Receipt of One (or too few) offers

- 30) If the City receives one or too few proposals, as defined by the City, the City may reschedule the due date. The offers received will be:
- Held until the new due date and time, if there are no changes in requirements, and pending agreement with the Proposer.
- 31) If the request was publicly broadcast, and the City did not receive any proposals, the City may negotiate with any interested parties.

Determining Responsiveness of the Proposal

- 32) Responsive offers will be reviewed for compliance, and if compliant, will be deemed responsive.
- 33) Responsive offers are inclusive of, but not restricted to: received prior to the due date and time, completed as stated in the solicitation, inclusive of all requirements, compliant to all product specifications, able to meet

delivery requirements, accepting of all contract terms and conditions.

- 34) The degree to which a proposal meets the requirements is determined solely on the judgment of the Procurement Division.

Determining Qualifications

- 35) Participating Suppliers submitting responsive offers will be evaluated, and if qualified, will be deemed responsible.
- 36) The City reserves the right to determine the competence, the financial stability and the operational capacity, professional skills, and qualifications of the Participating Supplier.
- 37) Upon request by the City, Participating Supplier shall furnish evidence for the City to evaluate their resources and ability to provide the goods/services required. Such evidence may include; but not be limited to: tour of facilities, staffing levels, listing of equipment and vehicles, certificates, licenses; listing of committed but not yet completed orders; financial statements.
- 38) Participating Suppliers may be required to submit samples of items within a specified time frame and at no expense to the City. If not destroyed in testing, samples will be returned at the Participating Supplier's request and expense. Samples which are not requested for return within thirty (30) days of the completion of the evaluation will become the property of the City.
- 39) Participating Suppliers may be required to affect a demonstration of the good/service being proposed. Such demonstration must be at a site convenient and agreeable to the affected City personnel and at no cost to the City.
- 40) Participating Suppliers may be offered the opportunity to interview. The City does not intend to interview all Participating Suppliers.
- a) Participating Suppliers may be required to submit additional data during the interview process.
 - b) The City does not intend to require additional data from all interviewed finalists - only when in the City's best interest.
 - c) Time frame for interviews are reflected in the Schedule portion of the solicitation.
- 41) Participating Suppliers may be required to provide references. The City reserves the right to contact said references or other references that may be familiar with the Participating Supplier.
- a) The City will contact references to verify Participating Supplier's ability and skill to perform the work required based on: past work of similar nature, quality of work, proactive nature of work crew, adherence to the project's production schedule and proposed price constraints, and references' feedback on the supplier's/proposer's character, integrity, and reputation for good judgment.
 - b) The City may require a site visit. Participating Suppliers will be asked to include applicable locations within a 200-mile radius of the City of St. Charles. The City will obligate its own funds for travel to any site that arises from the evaluation of proposal responses.
- 42) The City reserves the right to eliminate a Participating Supplier who has not demonstrated the required years of service within the required specialty.
- 43) The City reserves the right to determine if any of the above or other information might hinder or influence the quality of the work specified, or impair the prompt completion of additional work such as future maintenance and service.
- a) Past unsatisfactory performance is sufficient to justify a finding of non-responsibility.
 - b) Previous award of work does not guarantee future award(s).

Waivers and Rejections of Submittals

- 44) The City reserves the right to waive any informality, technical requirement, deficiency, or irregularity in the submittal. The City may conduct discussions with Participating Suppliers to further clarify the submittal as may be necessary. Clarification and/or correction of the submittal shall be effected by submission to Procurement@stcharlesil.gov of the corrected page of the submittal with changes documented and signed. Receipt must be within 3 hours of request.
- 45) The City reserves the right to reject any or all submittals for any reason including but not limited to: budgetary constraints, unclear solicitation documents, change in needs, suspicion of collusion, pricing aberrations, front end loading; mathematically unbalanced proposals in which material requirements for some items are

substantially higher to comparable proposals; poor quality or poor performance in past City contracts, and other reasons deemed important to the City.

Confidential Information

- 46) Proposals are subject to Illinois State FOIA requirements including the following exemptions:
- a) (5 ILCS 140/7) (From Ch. 116, par. 207) Sec. 7.
 - b) Exemptions. (1) The following shall be exempt from inspection and copying: (g) Trade secrets and commercial or financial information obtained from a person or business where the trade secrets or commercial or financial information are furnished under a claim that they are proprietary, privileged or confidential, and that disclosure of the trade secrets or commercial or financial information would cause competitive harm to the person or business and only insofar as the claim directly applies to the records requested.
- 47) ***Proposers considering requests to be proprietary and confidential should submit an additional redacted offer. Failure to do so may result in information becoming available to the public.

REQUIREMENTS if Awarded the Work:

Contracts

- 48) The successful Proposer is required to enter into a contract with the City covering all matters set forth in the solicitation document, addenda and clarification process.
- 49) Contract must be fully executed by the proposer within ten (10) days of notice to award. Any delays will postpone staff's submittal for City Council/City Administrator approval.

Insurance

- 50) The successful Proposer, if awarded by contract, will be required to carry insurance acceptable to the City. (Reference Contract Exhibit C).
- 51) Certificates of Insurance, Endorsements, and a Waiver of Subrogation must be submitted with the execution of the order.
- 52) The Proposer's obligation to purchase stated insurance cannot be waived by the City's action or inaction.

Security Clearance

- 53) Background checks inclusive of finger printing MAY be required for service providers working in secured areas. Service providers will submit a list of employees' names to the Project Manager who will coordinate the background checks with the City's Police Department.
- 54) Anyone with a background history showing a conviction for a felony; theft history of any kind, sex offense history, or any crime involving moral turpitude, illegal drug or narcotics use, sale or possession, or anyone showing a felony charge pending, or who has any outstanding warrants of any type, including misdemeanor traffic or felony warrants, may be subject to arrest, and will not be allowed to work under this contract.

Audit

- 55) The successful Proposer may be audited by the City or an agent of the City. Audits may be at the request of federal or state regulatory agencies, other governmental agencies, courts of law, consultants hired by the City or other parties which in the City's opinion requires information. Data, information and documentation will include, but not be limited to, original estimate files, change order estimate files, detailed worksheets, subcontractor proposals, supplier quotes and rebates, and all project related correspondence, and subcontractor and supplier change order files.

Protests

- 56) Any Proposer who claims to be aggrieved in connection with the selection process, a pending award, or other reasonable issue may initiate a protest.
- a) Protests involving the solicitation process must be presented in writing to Procurement@stcharlesil.gov no later than the last date for questions as reflected on the first page of this document.
 - b) Protests involving the evaluation of offers, staff recommendations, or the award process must be submitted in writing to Procurement@stcharlesil.gov no later than three business days after results are publicly posted.

- 57) Protests must include: the name and address of the protestor; the title and solicitation # of the solicitation; and if available: if an award has been recommended, the city public meeting agenda #, the award document number, identification of the procedure that is alleged to have been violated; precise statement(s) of the relevant facts; identification of the issue to be resolved; protestor's argument and supporting documentation (Exhibits, evidence, or documents to substantiate any claims).
- 58) A person filing a notice of protest will be required; at the time the notice of protest is filed, to post a bond in the form of a cashier's check in an amount equal to twenty-five percent of the City's estimate of the total value of the award, or \$1,000, whichever is less.
- a) If the decision of the Protest does not uphold the action taken by the City, then the City shall return the amount, without deduction, to the Proposer filing the protest.
 - b) If the decision of the Protest upholds the action taken by the City, then the City shall retain the amount of the cashier's check in payment for a portion of the cost and expense for time spent by City staff in responding to the protest and in conducting the evaluation of the protest.
- 59) Upon receipt of the notice of protest, the Procurement Division shall stop the award process.
- a) The Procurement Division will rule on the protest in writing within two business days from receipt of protest.
 - b) Appeals of the Procurement Division's decision must be made in writing within two business days after receipt thereof and submitted to the City Administrator for final resolution. Appellant shall have the opportunity to be heard and an opportunity to present evidence in support of the appeal.
 - c) The City Administrator's decision is final.

Special Provisions for Professional Services

Part 1: REGARDING THE SOLICITATION PROCESS:

A) Required Submittal Documents

- 1) Cover Page
- 2) Signature Page
- 3) Price Proposal Page
- 4) Certification of Compliance
- 5) Service Provider Response Requirements

B) Evaluation Criteria

The awarded proposer will be selected based on:

- Quality of response
- Capacity to complete all City requests identified in the Scope of Services
- Experience conducting similar development feasibility studies
- Ability to complete by defined timeframe
- References
- Cost

C) Evaluation Process

- 1) An evaluation committee comprised of City staff will review, evaluate and score all proposals and interviews based on the criteria and weights defined below.
- 2) Proposals will be reviewed for compliance, and if compliant, will be deemed responsive.
 - i. Responsive proposals are inclusive of, but not restricted to: received prior to the due date and time, completed as stated in the solicitation request, inclusive of all requirements, able to meet delivery requirements, accepting of all contract terms and conditions.
 - ii. The degree to which a proposal meets the requirements is determined solely on the judgment of the Procurement Division.
- 3) Proposer Qualifications will be reviewed, and if qualified, will be deemed responsible.
- 4) Proposals deemed both Responsive and Responsible will be reviewed by the evaluation committee. The committee will utilize the Evaluation Criteria when reviewing proposals.
 - i. The City reserves the right to seek clarification of proposals.
- 5) Proposed Fees will be analyzed for totality of costs.
- 6) Finalists may be invited for an interview.
 - i. The City does not intend to interview all proposers.
 - ii. Proposers may be required to submit additional data during the interview process.

D) Basis of Award

- 1) Award is based on the best overall value to the City; and deemed most advantageous to the City, based on the totality of lawful considerations, price and other factors considered.
- 2) While numeric evaluations may be used in some aspects of the process to identify strengths and weaknesses of proposals, and to establish a ranking, the final decision will be a business decision by the City and will not be based on a numerical score. A recommendation to award will document the basis for the award decision.
- 3) Except as otherwise stated, proposers will be awarded within ninety (90) days from the opening date.
- 4) The City reserves the right to award a shorter term of service, by phase or deliverable, part or portion of a phase or deliverable, any line item or option regardless of order listed.

Part 2: REGARDING THE WORK

E) The Contract for Professional Services is attached for reference at the end of this document.

F) Contract Administration

- 1) A "Work May Proceed" order will be issued by Procurement upon confirmation of a properly executed contract.
- 2) Once the "Work May Proceed" order is issued, the work will be turned over to the City's Project Manager.
 - i. The Project Manager's primary responsibility is to assure the City receives the professional services in accordance to the requirements of the contract. The Project Manager will, but is not limited to: oversee the entire project from kick-off activities through close out and payment of final invoice; monitor project progress; address any quality issues and change orders; review and approve deliverables.

G) Communications Plan

The Service Provider is required to provide the City's Project Manager with updates of the project inclusive of but not limited to: portion of work completed, assumptions, problems encountered... The updates can be in person or over the phone, at the discretion of the City.

H) Change Order Procedure

The City reserves the right to make changes to the Scope of Work by altering, adding to, or deducting from the work, without invalidating the contract. All such changes shall be executed under the conditions of the original contract.

- 1) Issuance of a memo or verbal approval is not to be considered a Change Order and is not authorization to proceed.
- 2) Approved Change Orders are required with any/all changes in, the Scope of Work, the contract sum, the time for completion of services, renewal or any combination thereof.
- 3) Change orders will describe the City approved change(s), will refer to the service provider's recommended proposal for change, and will be signed by the City and the service provider prior to implementing the change.
- 4) All Change Orders shall clearly identify the impact of cost and the effect on time required to perform the work associated with the proposal.
- 5) If the service provider's proposal is found to be satisfactory and in proper order, and both parties agree upon cost or credit and timeframe for the change, the City will authorize the documented Change Order which will be confirmed as a contract amendment.

I) Payment

- 1) Services shall be invoiced monthly or on an agreed upon schedule.
- 2) Authorization of payment requires receipt of service provider's invoice, acceptance of services by Project Manager and receipt of other required paperwork.
- 3) The City complies with the Illinois Local Government Prompt Payment Act which states that any bill approved for payment shall be paid within 30 days after date of approval.

J) Service Issues

The service provider shall not be reimbursed until services are compliant.

Requirements and Specifications

EXECUTIVE SUMMARY

The City of St. Charles is seeking proposals from qualified firms to conduct a development feasibility study of City-owned property along the Fox River, 10 State Avenue, in Downtown St. Charles, IL. The City is NOT seeking development proposals or concepts from developers at this time. The intent of the development feasibility study is to evaluate the site from a land-use, design, infrastructure, environmental, and financial perspective to determine feasible development options that align with the City's vision of the property. The information collected in the feasible study may be used to issue a Request-For-Proposal seeking development or land-use options for the property.

The property includes a former Police Station facility, and may also incorporate adjacent open spaces and parking lots, as defined herein and shown in the attachments.

In 2020 the City updated its Comprehensive Plan recommendations for the Downtown Sub Area, in part due to the anticipated redevelopment of this City-owned site. City staff gathered community input on the future development of downtown St. Charles through several community visioning sessions. The feedback that was solicited throughout the planning process significantly influenced the guidelines and recommendations established in the updated plan.

The City issued a Request-for-Concepts on November 15, 2021. In March of 2022, the City received four concept proposals from four developers. Two of the proposals were heavily residential and two of the proposals were considered mixed-use. After review, City Council voted to reject all proposals citing the need for more information about the site before committing to a specific development. City Council directed staff to hire a firm to conduct a feasibility study to investigate the site further.

SITE PROFILE

The subject property is located immediately north of the St. Charles Municipal Center in downtown St. Charles. The site is adjacent to other City facilities, including Century Station offices, City Fire Station #1 and various utility structures. The site is located on the east side of the Fox River with frontage on Riverside Avenue and is centrally located with easy access to restaurants, entertainment, and shopping elsewhere within Downtown and outdoor recreation along the riverfront. See Project Site Area, Attachment A, for reference.

Site Description:

The property includes the core Police Station site, depicted in Attachment A, with adjacent open spaces and parking lots. The structures that comprise the former Police Department facility are of various ages and include late 19th or early 20th century industrial buildings and a 1980s era "wing" along the riverfront that was constructed around a central access court. This court provides access to a City water well site located inside the court. The structures are within the City's Central Historic District, but all are rated as "Non-Contributing" structures.

Zoning:

The core redevelopment site of the former Police Station is mostly zoned CBD-1, Central Business District. The purpose of the CBD-1 is to provide for the maintenance and orderly growth of a mixed use, pedestrian friendly, compact district of retail, service, office, and higher density residential uses in the central area of the City. A small amount of land on the north end of the Police Station facility is zoned Public Land.

The CBD-1 zoning district has no maximum building coverage but restricts building heights to a maximum of 50 feet. The City may allow a Planned Unit Development (PUD) review process thereby allowing land-use and design elements that are not currently allowed per existing zoning.

In addition to plans for the core Police Station site, there are adjacent parking lots to the east and south of the core site that are included in the subject area, which have been considered to be incorporated into a redevelopment of the area. These parking lots are identified as “Area A” and “Area B” on Attachment A. Area A is zoned CBD-2.

The purpose of the CBD-2 Mixed Use District is to provide a properly scaled mixed-use transition between existing single-family residential neighborhoods and the retail core of the CBD-1 Central Business District. The CBD-2 District permits a mix of retail, service, office, and medium-density residential uses within buildings that are of a reduced height and scale than that permitted in the CBD-1 District. However, development in this district is also intended to retain a pedestrian oriented character, similar to that of the CBD-1 District. Area B is zoned CBD-1. See Attachment B for Zoning and Building Height map.

Site Conditions:

The City has identified three site conditions that could present a challenge to any development on the property and could alter how any development of the property is designed and its financial feasibility. See Attachment C for Utilities and Floodplain map.

- 1) No environmental analysis has been conducted on the site to-date; however, given the historical uses of the property, there is potential that environmental remediation may be required as a part of the redevelopment project. It is expected that a Phase 1 Environmental Study will be conducted to ensure the site is appropriately remediated and the cleanup costs are estimated.
- 2) Historically, developments situated along the river in the downtown have encountered bedrock and the City suspects that this site would not be any different.
- 3) The site includes floodplain along the Fox River. The 100-year floodplain line follows the existing topography around the buildings and will likely be impacted by any redevelopment of the site. Floodplain elevations and regulations applicable to buildings near a floodplain will be important site engineering considerations.

Utilities:

The project site is served by all standard City of St. Charles public utilities including water, storm sewer, sanitary sewer and electric. (Note that the electric service in St. Charles is provided by a City-operated Municipal Electric Utility.)

There are a number of utility lines crossing through or around the site that may not be easily relocated; the effects of which may add substantial costs or limit the building footprint of any redevelopment. The area also includes fixed utility facilities, such as a City well site and electric substation, which cannot be relocated, and whose connections and access must be maintained.

With respect to specific utility lines crossing through or around the site:

- Sanitary sewers passing around the site are regional trunk lines that likely cannot be rerouted.
- Certain watermains could potentially be re-routed; however, the mains interconnect with fixed facilities in the immediate area (including two well sites, a treatment building and a reservoir building). Also, the network of underground infrastructure is crowded, which may limit routing alternatives. Additionally, other downtown development projects have struggled with very-old and undersized municipal water mains, and any substantial development proposed for this area may have similar struggles.
- Overhead electric poles along the east side of Riverside Avenue carry both Commonwealth Edison power to the substation site and City electric distribution lines exiting the site. The City believes it would be a substantial cost to place these lines underground.

River Corridor Open Space:

It is a priority of the Comprehensive Plan to maintain public open space along the riverfront. The 2020 Comprehensive Plan update for Downtown provides guidance that, at a minimum, there should be a 60-foot-wide open space corridor running along the east shoreline of the Fox River. It also identifies a 20-foot minimum river trail/promenade width be included within this open space. The City has included the 60-foot-wide open space as “Area C”, identified on Attachment A, as a potential part of the project site; however, Area C should be maintained as some form of open space in conformance with the Comprehensive Plan. There is an opportunity for shared public and private uses within the open space corridor and along the river walk path.

Special Service Areas:

The properties are located entirely in two of the City’s Special Service Areas- 1A and 1B.

- SSA-1A provides for the maintenance of public parking to serve the downtown.
- SSA-1B provides for downtown revitalization efforts relating to economic development and promotional activities in the downtown area.

SCOPE OF SERVICES

Planning

1. **Public Engagement:** The City conducted a Comprehensive Plan Amendment in 2019-2020, which included public engagement via various community meetings. The plan added the Police Station site as a Downtown Subarea “Catalyst Site”- defined in the plan as “underutilized properties where redevelopment could have a catalytic impact on the surrounding area.” The plan recommended an open space corridor along the river, and mixed-use redevelopment of the Police Station property. The proposals submitted for the 2022 Request-for-Concepts reignited discussions regarding the highest and best use of the property. Before the City would re-issue an RFP for the development of the property, developers need more direction on the type of project, amenities, and design features that would be broadly supported by the community and City Council.

The City is seeking a public engagement program which would allow for community residents and stakeholders to provide input on how the property is utilized. For other planning/strategic projects, the City has used Open-house style community meetings, surveys, focus groups, and a project website to engage the community. The City will rely on the consultant for best practice methods to engage with the public.

Technical

1. **Environmental Site Assessment:** A Phase I Environmental Site Assessment will need to be performed to understand the current environmental conditions and the potential scope and cost of any remediation.
2. **Geotechnical Analysis:** The City needs to gain a better understanding of the soil structure and bedrock depth across the site. Underground parking has been suggested at this site. Ultimately, there needs to be an understanding of how the soil structure and bedrock would impact any development, but specifically the feasibility of underground parking.
3. **Floodplain Mitigation Analysis:** The site being partially encumbered with floodplain adds an additional barrier to development of the property. The City is seeking concepts for how the floodplain can be mitigated in a cost-effective manner and be incorporated into the site design.

4. Utility Analysis: The site is already served by public utilities including water, storm sewer, sanitary sewer, and electric. The City is seeking an analysis which identifies the services current condition and capacity. Ultimately, the City would like to determine the following:
 - a. Do the existing utilities need to be replaced regardless of what type of development occurs on the property?
 - b. What types of development can be supported by the existing utility infrastructure?
 - c. What types of development would require utility upgrades?
 - d. Is it more efficient or cost effective to develop around the existing utility infrastructure or relocate in order to accommodate a larger development? What utilities would be cost effective to relocate?
5. Demolition Costs: The City is seeking an estimate for the cost to demolish the structures on the property and secure the site.
6. Traffic Study: The property is adjacent to Riverside Ave which intersects with Main Street (Route 64). There are two streets that are perpendicular to Riverside Ave, and thus have access to the subject property, State Ave and Cedar Ave. These streets have small retail uses closer to the subject property but also connect to surrounding residential neighborhoods and Fifth Avenue (Route 25). The subject property is also directly across from the active City of St. Charles Fire Station 1. The Fox River regional bike trail crosses through the site area on-street along Riverside and State Avenues. Bike and pedestrian traffic crosses through the site to Pottawatomie Park and the Great Western Trail bike bridge across the Fox River.

The City is requesting a traffic study be conducted to analyze the impact of various development options which vary from low intensity-uses to high intensity-uses. The analysis should address the following issues:

- a. Riverside Ave Capacity
 - b. Needed improvements at the intersection of Main Street/Riverside Ave
 - c. Limiting traffic congestion on State Ave and Cedar Ave
 - d. Avoid traffic conflicts with Fire Station 1
 - e. Pedestrian and Bike Trail infrastructure improvements through the site area
7. Parking Analysis: The City is currently in the process of conducting a Downtown Parking Study. The consultant would be expected to utilize data and information gained from the study to evaluate how parking can be addressed on the subject property for a variety of uses.

Project Area

The Project Area is depicted on Attachment A. While the focus area for the feasibility study area is the Police Station Site, the study area also includes Area A, B, and C as these areas may impact and/or be included in the proposed redevelopment of the Police Department Site.

Project Site Area



City Utility Buildings

C

Police Station Site

Potential connection to Site A

A

State Ave

B

Riverside Ave

Century Station (City Offices)

Fire Station

Cedar Ave

Municipal Center

Main Street/Route 64

Zoning & Building height

Spot elevations shown



Utilities & Floodplain





Downtown Riverfront Property Feasibility Study
ED2023-41
Addendum #1

The attention of bidders is called to the following changes, clarifications and/or additions/deletions to the original documents and shall be taken into account in preparing submittal.

CLARIFICATION

Question #1: Can the Geo-Tech company be part of the team but under a separate contract with the City of St. Charles. The scope of the Geo-Tech work will be determined by the number of borings which will be based on a site design strategy.

Answer: No. The City prefers that the consultant have separate agreement with a company to conduct soil borings.

Question #2: Does the City have records of previous soil borings performed by TSC (Geotech firm) around 2005?

Answer: No. The City does not have any soil boring records of any soil boring on the property.

Question #3: When will the Downtown Parking Study be complete?

Answer: The Downtown Parking Study is expected to be completed by December 31, 2023.

Question #4: Will additional parking for uses outside the site, be required to be accommodated on the Riverfront Property site?

Answer: The idea of increasing the City parking supply on the subject site has been contemplated in the past. If a development were to proceed on the property it would be an opportunity to expand the net parking supply for the downtown. This would not be the City's top priority, however, would be seen as an important component of the development.

Question #5: Will any other costs besides demolition costs be required as part of the study?

Answer: The City is specifically interested in obtaining updated information on the costs associated with demolition of the building. There maybe other cost estimates the City would be interested in depending on what is learned in the process. In general, the City is

*Addendum Acknowledgement: Bidders shall acknowledge this
Addendum #1 on
the Cover Page*



Downtown Riverfront Property Feasibility Study
ED2023-41
Addendum #1

interested in understanding the costs associated with making this a developable site. Some items that the City may want a better understanding of is the following:

- Relocation/Upgrade of any utilities
- Environmental Clean-up
- Bedrock removal

Question #6: Is the city considering development heights above the current CBD-1 zoning district 50 feet maximum? If so, what would be the proposed new allowable height?

Answer: Based on City Council and community feedback thus far, the City's preference would be for any development to stay under the 50 feet maximum height. A potential developer may propose a height higher than 50 feet however there maybe community resistance.

Question #7: More clarification is needed to understand the extent of analysis for current condition. Since all of the utilities are City owned, the City should have an indication of the age and condition of the utilities.

Answer: The City does have more detailed information regarding the utilities serving the site. That information can be shared once a consultant is selected. The City is interested in having a better understanding of the capacity of each utility. The City anticipates the upgrading or relocation of any utility as a high cost and could make a development infeasible due to extraordinary costs. In order to avoid these costs, what types or size of development projects should the City consider? The development proposals received by the City from the 2021-2022 RFC were large projects. The City debated whether the existing infrastructure could support those proposed developments or if the upgrade/relocation was such an expensive that the project was not financially feasible.

Attachment(s):none

*Addendum Acknowledgement: Bidders shall acknowledge this
Addendum #1 on
the Cover Page*

Downtown Riverfront Property Feasibility Study
ED2023-41

City of St. Charles

11 – 16 – 23





November 16, 2023

Office of Procurement
City of St Charles
St. Charles Municipal Center
2 Main Street
St. Charles, IL 60174

RE: Response to Request for Proposal | Downtown Riverfront Property Feasibility Study (ED2023-41)

Dear St. Charles Representative,

The Solomon Cordwell Buenz (SCB) team is pleased to submit our qualifications and proposal for the City of St. Charles Downtown Riverfront Property Feasibility Study. We are excited to work with the City and the community to prepare a strategic redevelopment plan for the former police station property.

At SCB, we have built long-lasting client relationships across the region and nationally by first understanding our clients' goals and needs, and then assisting them to plan, visualize and realize their specific development goals. We specialize in using our extensive and national expertise to craft plans and strategies that integrate the latest market, and mixed-use development trends into visionary and development savvy plans.

SCB will lead the process and bring extensive and relevant experience in development planning, land use, zoning, urban design, architecture, place-making, public engagement, and project management. In addition, we have carefully assembled a talented and enthusiastic team that is a collaborative partnership between SCB, and V3 for engineering services and Design Workshop for landscape design.

As a team, we understand the challenges of a complicated riverfront site such as the former police station site along the Fox River. Our riverfront plans recognize the importance of open space, bike trails and integrating the historic downtown fabric while knitting together the utility, roadway, and parking infrastructure efficiently to support the desired development and help mitigate flooding.

Implementation is a critical component of all our plans and our work blends together a wide range of factors that begin with understanding the existing context, site conditions, city/community aspirations and development goals to establish a realistic plan that is exciting yet buildable within the existing constraints. Listening is a critical component of our community engagement approach to ensure the desired solutions are consensus driven and supported by the city leadership and the local community.

It is with pleasure that we submit our qualifications and proposal for the Downtown Riverfront Property Feasibility Study. Together, our team of planners, urban designers, architects, engineers, and landscape architects will bring the knowledge and experience to provide a Plan that will be the foundation of an exciting and realistic vision for this site. Please feel free to contact me with any questions or if you need additional information via christine.carlyle@scb.com or 312.896.1108.

Sincerely,

Christine Carlyle, AIA, AICP
Principal | Director of Planning
Solomon Cordwell Buenz

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01

Forms

- I COVER PAGE
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Cover Page

Downtown Riverfront Property Feasibility Study
(ED2023-41)

Based on
Addendum # 1

Proposal Prepared By:			
Firm Name	Solomon Cordwell Buenz	Sales: Price, Quality and Service	
DBA	Solomon Cordwell Buenz	Contact Name Christine Carlyle	
Signature		Phone #	Principal
Print Name	Christine Carlyle	E-Mail	christine.carlyle@scb.com
Position	Principal	Customer Service: Purchase Order, Invoicing, Payment	
Phone #	312.896.1108	Contact Name	Christine Carlyle
E-mail Address	christine.carlyle@scb.com	Phone #	312.896.1108
Operations: Scheduling and Managing the Work		E-Mail	christine.carlyle@scb.com
Contact Name	Nicholas Pryor	Mailing Address for Payment via Check:	
Phone #	312.866.1133	625 N. Michigan Ave.	
E-Mail	nicholas.pryor@scb.com	Suite 800 Chicago, IL 60611	

This business Firm is (check one) An Individual A Partnership A Corporation An LLC

Exceptions: (check one)

- This proposal meets and accepts all Requirements, Specifications, Terms and Conditions and Contract Language.
- We hereby take the following Exceptions to the Requirements, Specifications, Terms and Conditions and Contract Language (*reference section name and identifying reference*):

SCB looks forward to reaching mutually agreeable contract terms based on the Agreement for Professional Services included in the related RFP. SCB has noted that St. Charles wants professionals to accept the terms and conditions in the agreement however SCB would like the opportunity to propose edits to the agreement that would likely be beneficial to all parties and align the agreement with industry standards, available insurance products, and the scope of services.



Price Proposal Page

Downtown Riverfront Property Feasibility Study (ED2023-41)

I (we) propose to furnish all services as specified in the attached solicitation documents at the below price. No additional charges over said pricing will be accepted by the City without an authorized change order and written approval by the Purchasing Division confirmed via purchase order amendment.

**Total Flat Fixed Fee for Downtown
Riverfront Property Feasibility Study**

\$ 118,680

Please include a detailed summary of expenses and a timeline for completing the proposed project.

We accept payment via City of St. Charles credit card, **without additional** fees. Yes No

We will allow a discount of _____% if payment is received within _____ days of invoice.



Certification of Compliance

(A) The undersigned certifies that, pursuant to the **Equal Opportunity Employer** provisions of Section 2000(e) of Chapter 21, Title 42 of the United States Code and Federal Executive Order No. 11246 as amended by Executive Order No. 11375, the bidder is compliant with all Equal Employment Opportunity Commission ("EEOC") requirements.

(B) The undersigned certifies that, pursuant to the **Illinois Human Rights Act** provisions of Section 775 ILCS 5/2-105, the bidder complies with and certifies that it is in compliance with all equal employment practice requirements contained therein, and that it has adopted a written sexual harassment policy that meets the minimum requirements.

(C) The undersigned certifies that, pursuant to the Public Act 101-0221, Section 2-109, and the City of St. Charles Anti-Harassment Policy (adopted by ordinance on December 16, 2019), the bidder complies with and certifies that **Sexual Harassment Prevention Training** is provided at least once a year to all employees who work with City employees and/or on City property. The City may, at any time, request proof of the vendor's compliance, and the vendor will comply with evidence within two business days.

(D) The undersigned certifies that, pursuant to the **State of Illinois Law** provisions of Section 720 ILCS 5/33E prohibiting **Bid-rigging or Bid-rotating**, the bidder is not barred from bidding on this project, or entering into a contract for this project.

(E) The undersigned certifies that, pursuant to the **Federal Acquisition Regulation** (FAR 48 C.F.R. §52.203-2) the bidder agrees that:

- Prices in the offer have been arrived at independently without consultation, communication, or agreement with any other competitor;
- Prices in the offer have not been and will not be knowingly disclosed by the offeror, directly or indirectly, to any other competitor before bid opening or contract award unless otherwise required by law; and
- No attempt has been made or will be made by the bidder for the purpose of restricting competition.

(F) The undersigned certifies that, pursuant to the **Illinois Department of Revenue Tax Laws** provisions of Section 65 ILCS 5/11-42.1-1, the bidder is not barred from doing business with any unit of local government in the State of Illinois as a result of a delinquency in payment of any taxes unless the bidder is contesting, in accordance with the procedures established by the appropriate statute, its liability for the tax or the amount of the tax.

(G) The undersigned certifies that, pursuant to the **Illinois Drug Free Workplace Act** provisions of Section 30 ILCS 580/3, the bidder deposes states and certifies that it will provide a drug free workplace, inclusive of all satellite locations as well as the City of St. Charles sites.

(H) The undersigned certifies that, pursuant to the **Illinois Prevailing Wage Act** provisions of Section 820 ILCS 130/0.01 et seq, the bidder, when required, is in compliance with all requirements of, including provisions as to wages, medical and hospitalization insurance and retirement benefits for those trades covered in the Act. Pursuant to **Illinois Public Act** provisions of Section 94-0515 and all provisions of the **Employee Classification Act**, provisions of Section 820 ILCS 185/1 et seq., said bidder agrees to submit certified payroll records as required.

(I) The undersigned certifies that, pursuant to the **Employment of Illinois Workers on Public Works Act** provisions of Section 30 ILCS 570/0.01, et seq., the bidder is in compliance with all requirements. Furthermore, the bidder certifies that it will demonstrate a good faith effort toward providing equal employment opportunities for City of St. Charles residents to work as crafts persons, consistent with the racial, ethnic, and gender demographics of the City's labor force.

(J) The undersigned certifies that, pursuant to the **National Security/USA Patriot Act** as defined in Presidential Executive Order 13224, the bidder and all affiliated parties, are not working for or with, nor acting on behalf of, a Specially Designated National and Blocked Person.

(K) The undersigned certifies that they have not colluded with or participated in any **unethical practices** with any person, firm or employee of the City of St. Charles which would in any way be construed as an unethical business practice.

(L) The undersigned certifies that, pursuant to the Public Act 102-0265, which amends the Property Tax Code 35 ILCS 200/18-50.2, the bidder, when required, states and certifies that it will provide the City of St. Charles with a **Vendor Information Reporting Form** upon request.

Check One:

There are no conflicts of interest and in the event that a conflict of interest is identified anytime during the duration of this award, or reasonable time thereafter, you, your firm or your firm's ownership, management or staff will immediately notify the City of St. Charles in writing.

There is an affiliation or business relationship between you, your management or staff, your firm or your firm's ownership, and an employee, officer or elected official of the City of St. Charles who makes recommendations to the City of St. Charles with respect to expenditures of money, employment, and elected or appointed positions. Provide on a separate letter included with your response any and all affiliations or business relationships that might cause a conflict of interest or any potential conflict of interest. Include the name of each City of St. Charles affiliate with whom you, your firm or your firm's ownership, management or staff has an affiliation or a business relationship.

Company Name Solomon Cordwell Buenz Signature  Date 11/16/23



Experience and Capabilities

- I REFERENCE FORM
- II EVIDENCE OF FINANCIAL STABILITY
- III W-9



City of St. Charles

REFERENCE FORM

Project: Downtown Riverfront Property Feasibility Study
(ED2023-41)

The following is a list of **FIVE (5)** references that have performed projects similar in size & scope within the last five (5) years.

1. Company Name and Address	Scope of Work:	Downtown Redevelopment Plan
Cobalt Partners	Date(s):	2020 - 2023
400 N Broadway, Milwaukee, WI 53202	Amount:	\$100,000
	Project Manager:	Scott Yauck
	Telephone No:	414-271-5000
	Email:	syauck@cobaltmke.com
Comments:		
Reference Verified: Yes <input type="checkbox"/> No <input type="checkbox"/>		

2. Company Name and Address	Scope of Work:	Downtown Redevelopment Plan
City of Aurora	Date(s):	2019, 2021
5 S. Broadway, Aurora, IL 60505	Amount:	\$75,000
	Project Manager:	David Dibo
	Telephone No:	(630) 256-3100
	Email:	ddibo@aurora-il.org
Comments:		
Reference Verified: Yes <input type="checkbox"/> No <input type="checkbox"/>		

3. Company Name and Address	Scope of Work:	Transit Block Redevelopment Plan
Neighborhood Capital Institute	Date(s):	2017, 2021
47 West Polk St, Suite 573, Chicago, IL 60605	Amount:	\$70,000
	Project Manager:	Ruth Wuorenma
	Telephone No:	(312) 986-0617
	Email:	ruth.wuorenma@ncinstitute.org
Comments:		
Reference Verified: Yes <input type="checkbox"/> No <input type="checkbox"/>		

4. Company Name and Address	Scope of Work:	Transit Block Redevelopment Plan
City of Michigan City	Date(s):	2017, 2021
100 East Michigan Blvd., Michigan City, IN, 49360	Amount:	\$70,000
	Project Manager:	Skyler York
	Telephone No:	(219) 873.1419 x 2024
	Email:	syork@emichigancity.com
Comments:		
Reference Verified: Yes <input type="checkbox"/> No <input type="checkbox"/>		

5. Company Name and Address	Scope of Work:	River District Master Plan
Tribune Real Estate Holdings	Date(s):	2015 - 2018
303 E. Wacker Drive, Suite 1700, Chicago, IL 60601	Amount:	\$575,000
	Project Manager:	Amy DeVallet
	Telephone No:	(312) 222.2313
	Email:	adevallet@tribunemedia.com
Comments:		
Reference Verified: Yes <input type="checkbox"/> No <input type="checkbox"/>		

Company Name: Solomon Cordwell Buenz

Failure to complete and return this form may be considered sufficient reason for rejection of the submittal.

Financial Stability

Founded in 1931, Solomon Cordwell Buenz (SCB) is a privately owned S-Corporation and does not have audited financials. SCB has been in business for 92 years and is financially stable with ample assets and no third party debt.

SCB maintains offices in Chicago, San Francisco, Boston, and Seattle, and has a staff of over 250 design professionals, including architects, urban planners, and interior designers. We suggest you contact our banking and accounting references who can give an independent opinion of SCB's financial stability. Contact information is below.

ACCOUNTANT

Brandon Vahl
Ostrow Reisen Berk & Abrams
NBC Tower, Suite 2600
455 N. Cityfront Plaza Drive
Chicago, Illinois 60611
312.670.6212
bvahl@orba.com

BANKER

Karol Stankiewicz
CIBC
120 S. Lasalle St.
Chicago, Illinois 60603
312.564.6863
karol.stankiewicz@cibc.com



Request for Taxpayer Identification Number and Certification

**Give Form to the
requester. Do not
send to the IRS.**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Solomon, Cordwell, Buenz & Associates, Inc.	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.	
	<input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input checked="" type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate	
	<input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.	
	<input type="checkbox"/> Other (see instructions) ▶ _____	
	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) <u>5</u> Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>	
5 Address (number, street, and apt. or suite no.) See instructions. 625 N. Michigan Ave., Suite 800		
6 City, state, and ZIP code Chicago, IL 60611		
7 List account number(s) here (optional)		
Requester's name and address (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
-					-				
or									
Employer identification number									
3	6	-	2	6	4	3	0	5	8

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶ <i>Jim Crotty</i>	Date ▶ <u>10/12/2023</u>
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

03

**Statement of
Experience**

Statement of Experience

How many years has your firm been in business under this name? Any other name? Other ownership? Provide details.

92 years; former names: Solomon, Cordwell, Buenz Associates, Solomon Cordwell Buenz & Associates, Inc., SCB of Oregon, P.E. Architects, Solomon, Cordwell, Buenz & Associates, Inc. of Illinois, Solomon, Cordwell, Buenz & Associates, Inc. of Michigan, Solomon, Cordwell, Buenz & Associates, Inc. of Florida, L.R. Solomon, J.D. Cordwell & Associates, Inc., L.R. Solomon & Associates, Solomon Cordwell Buenz, SCB Nevada, Mark Frisch Architect, McHB Design, LLC, Solomon, Cordwell, Buenz, & Associates, Inc. of Michigan, SCB International, LLC

What is the value of the firm's work: Completed in the past 12 months? Now under contract?

Completed in the past 12 months: \$95.1 million and under contract: \$295.8 million.

What is the number of clients in your firm: Serviced in the past 12 months? Now under contract?

Number of clients serviced in the past 12 months: over 150 and under contract: over 70.

How many years has the individual who will oversee our project worked in a leadership role on projects similar in scope and size? Provide: Resume and personal references from past related projects (even if associated with a different firm).

CHRISTINE CARLYLE | PRINCIPAL-IN-CHARGE

Christine founded and leads the SCB planning group. With over 30 years of city planning, urban design, and architectural design (in both the public and private sectors), she brings a collaborative leadership and creative design approach to a wide range of innovative local, national, and international projects. Throughout her career she has focused on the transformation of urban environments and led urban design, land use planning, downtown revitalization, and mixed-use corridor projects in cities both large and small. Her notable projects include the Kenosha Downtown Redevelopment Plan, Aurora Downtown Redevelopment Plan, Moving Moline Forward Comprehensive Plan Update, CTA Red Line Extension Plan and Red Purple Line Modernization TOD Plan, River District Master Plan, and numerous projects with CMAP.

For more information on Christine's qualifications, please refer to attached resume in Section 7: Appendix.

CHRISTINE CARLYLE | PRINCIPAL-IN-CHARGE

Christine will serve as Principal-in-Charge and will oversee all aspects of the planning process for the Downtown Riverfront Property Feasibility Study for St. Charles. She will provide direction from project initiation through completion to ensure the integrity of the process and high-quality outcomes. She will coordinate directly with the Project Manager to ensure a strategic and coordinated response for all aspects of the project.

NICHOLAS PRYOR | PROJECT MANAGER

As Project Manager, Nicholas Pryor will be responsible for managing the planning and design process for the Downtown Riverfront Property Feasibility Study for St. Charles. He will serve as the day-to-day contact and will consistently monitor the program assuring project goals, schedule, and budget are adhered to throughout the duration of the project.

ELBERT WITHFIELD III | PROJECT PLANNER

As Project Planner, Elbert will help to organize the planning team, and ensure that all work products are of a high professional quality.

For more information on each team member's qualifications, please refer to attached resumes in Section 7: Appendix.

How do you measure and gauge performance capabilities?

SCB's project performance analytics measure the following:

- Client Service
- Fiscally Responsible Design
- Schedule Adherence
- Quality of Information
- Design Excellence
- Design Consistency

Key to SCB's overall growth and success as a firm is the ability to consistently meet the goals and targets we have identified to assess project performance. These objectives define the quality management process then identify strengths and weaknesses, highlight opportunities for improvement, and establish benchmarks to monitor progress. Adherence to the program systems ensures that the work we do meets the expectations and goals set. Fundamental systems include well-defined standards that clearly identify requirements for results as well as process. The standards extend to establish procedures and methodology to develop quality specifications and documents. Responsibilities are defined for the team that ensure conformance with the quality control policies and procedures and so that decisions are made based on the standards for quality.

SCB's performance analytics ensure:

- Delivery of timely client service in order to maintain momentum in project delivery
- Successful management of internal team and project consultant performance
- Regular and ongoing communication with key project stakeholders
- Adherence to the established schedule and budget targets throughout project's entirety
- Project implementation applying the firm's best practices and processes
- Project delivery within the constraints of scope, time, and cost to agreed levels of quality within the firm's project management framework and through rigorous oversight

Our experience has taught us to face the reality of project costs head-on at the beginning of each assignment. We strive to reconcile the budget and identify any cost issues throughout the process so that our clients can make decisions with confidence. Identifying creative methods to achieve the client's objectives at a cost that can be justified is a challenging assignment. SCB excels at finding ways to meet objectives in this regard. This is proven by our extensive record of completed projects and repeat business with our clients.

Documentation standards have been developed to maintain consistency and to ensure the quality of information provided to project consultants. Dedicated project team coordinators are assigned to be the point of contact for issuing and receiving electronic data from our consultant team. In-house checklists of information required for each drawing issue are published and referred to by our project designers as they assemble and coordinate the drawings, memos and reports. Regular interdisciplinary coordination sessions to work out the interface of systems and operational requirements are scheduled and facilitated by our team.

SCB's in-house Quality Assurance group is instrumental in keeping the firm current with pending revisions in building codes, industry trends, and innovations in information technology and data management. Foremost to the success of our quality assurance program, is our commitment to qualify and continually train our associates to develop our firm's technical expertise. The quality assurance program is periodically evaluated based on verification of performance at project fruition. Project teams conduct debriefs and evaluations of project performance, keeping our procedures and standards poignant and current. Programs are important but a true commitment to quality is required to be successful. We strive to continually improve our process and apply the benefits of lessons learned from every project.





Work Specific Knowledge

- I LICENSE
- II TEAM ORGANIZATION CHART
- III QUALIFICATIONS

License

State of Illinois

Department of Financial and Professional Regulation Division of Professional Regulation

LICENSE NO.
184.000359-0001
001.018792

The person, firm, or corporation whose name appears on this certificate has complied with the provisions of the Illinois Statutes and/or rules and regulations and is hereby authorized to engage in the activity as indicated below:

EXPIRES:
04/30/2025

DESIGN FIRM - ARCHITECT



SOLOMON CORDWELL BUENZ & ASSOCS INC
625 N MICHIGAN AVE 800
CHICAGO, IL 60611



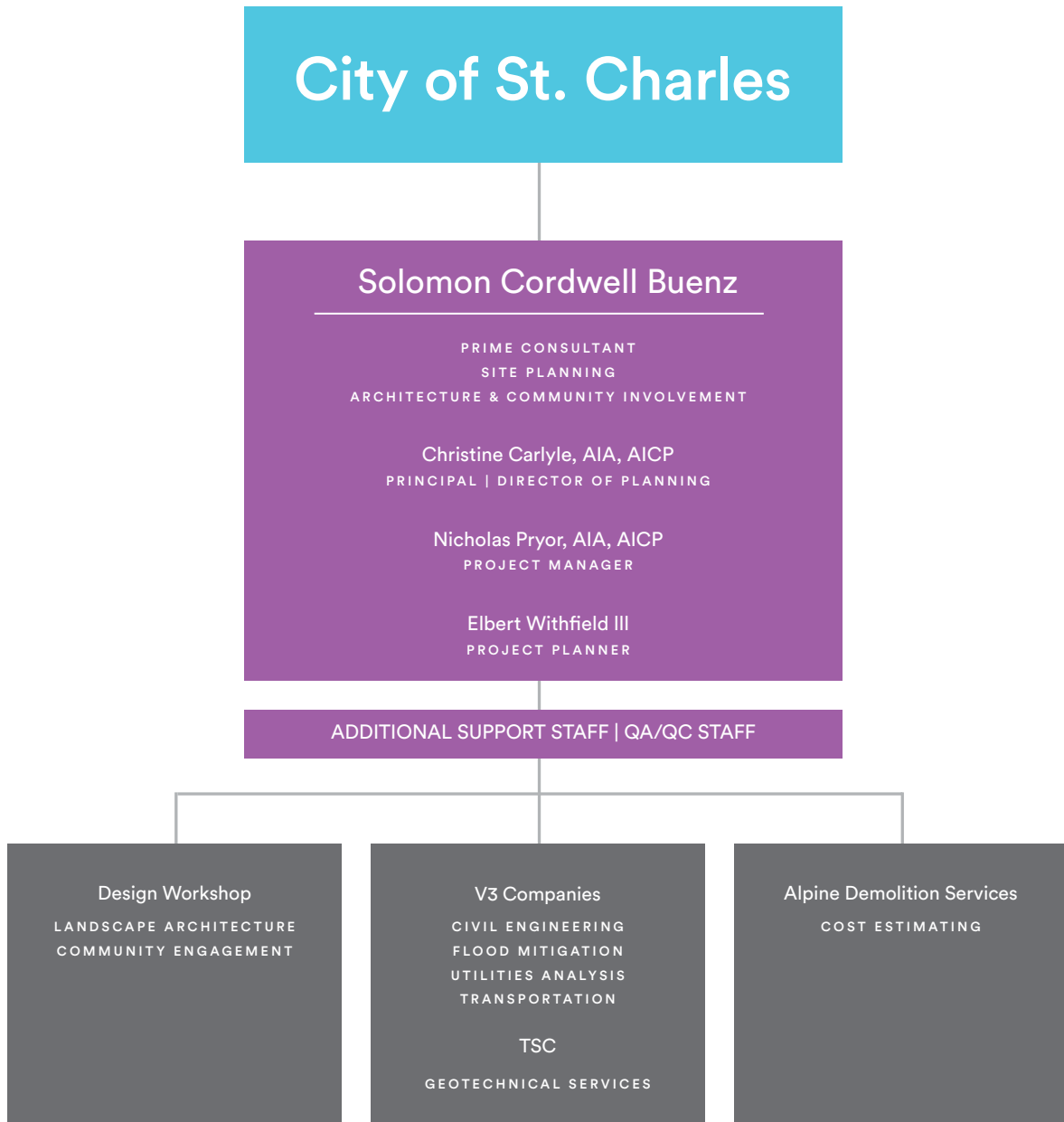
MARIO TRETO, JR.
SECRETARY

CECILIA ABUNDIS
DIRECTOR

The official status of this license can be verified at IDFPR.illinois.gov

17577595

Team Organization Chart



Qualifications

Firm Overview

Solomon Cordwell Buenz

Solomon Cordwell Buenz (SCB) is an architecture, interior design, and planning firm with a thoughtful design vision and a dynamic national imprint. Since 1931, SCB has made a lasting visual impact on skylines, campuses, and neighborhoods nationwide. From offices in Chicago, San Francisco, Boston, and Seattle, we offer our expertise to clients across the country, helping them achieve their goals, serve their constituents, and create unique built environments. Our approach is to ask questions, listen, and apply our industry leading standards to determine the best design solution for each individual project.

PLANNING GROUP

SCB's planning practice focuses on livability, resiliency, and sustainable planning at all scales for both public and private sector clients. With an emphasis on creating quality urban environments, we serve municipalities, transit agencies, academic institutions, and development partners. Our professional expertise and diverse range of services encompass comprehensive planning, urban design, district and sub-area planning, transit-oriented development and station area planning, regulatory analysis and development guidelines, land-use and redevelopment planning, placemaking strategies, and campus master planning.

OUR PROCESS

Today more than ever, planning and urban design requires the integration of many complex factors, including market demands, environmental challenges, and community input and infrastructure realities. Our interdisciplinary approach to each project seeks to integrate these factors into a sustainable plan for the future that communicates the character of the place and acknowledges economic realities.

Creating plans that are forward-thinking requires being a trusted advisor for our clients to address critical issues, outline strategic solutions and establish a systematic roadmap towards implementation. Our collaborative process and enthusiasm for problem solving helps us to go that extra mile to create an optimal solution, and an inspiring plan.

Each team member at SCB brings their passion, dedication and knowledge to address our planning projects with rigor and innovation. With a skilled inter-disciplinary staff of planners, urban designers and architects, SCB provides a unique approach towards our planning work. Our expertise ranges from urban redevelopment and transit oriented development plans, to new towns, campus planning, housing, retail, ecological planning and civic design. Our wide-range of experience facilitates the development of plans that result in livable communities and creative places for living, working, learning and playing.





SERVICES

PLANNING

- Strategic Planning
- Comprehensive Land Use Planning
- Zoning and Regulatory Analysis
- Transportation Planning
- Traditional Neighborhood Development Planning
- Academic and Institutional Master Planning
- Downtown Revitalization Plans
- Historic Preservation and Landmark Districts
- Transit-Oriented Development
- Station Area Planning
- Sustainability Planning
- Streetscape Design Guidelines
- Corridor Design Guidelines

ARCHITECTURE & INTERIOR DESIGN

- Pre-Lease Analysis (including test-fit planning and building evaluation)
- Feasibility Studies
- Building Analysis
- Space Planning
- Programming
- Workplace Strategy
- Schematic Design
- Design Development
- Construction Documents
- Bidding & Bid Evaluation
- Furniture, Fixtures & Equipment Selection & Specification
- Construction Administration
- Project Administration

VISUALIZATION

- Rendering
- Walk-throughs
- Animations
- Photosimulation
- Physical Modeling

SUSTAINABILITY SUPPORT

- LEED Services
- WELL Services
- Conceptual Energy Modeling
- Daylighting Studies
- Climate Analysis and Solar Radiation Studies

BUILDING TECHNOLOGY QA/QC REVIEWS

- Specifications
 - Quality Assurance/Quality Control
 - Post-occupancy Evaluation
 - Accessibility Studies
-



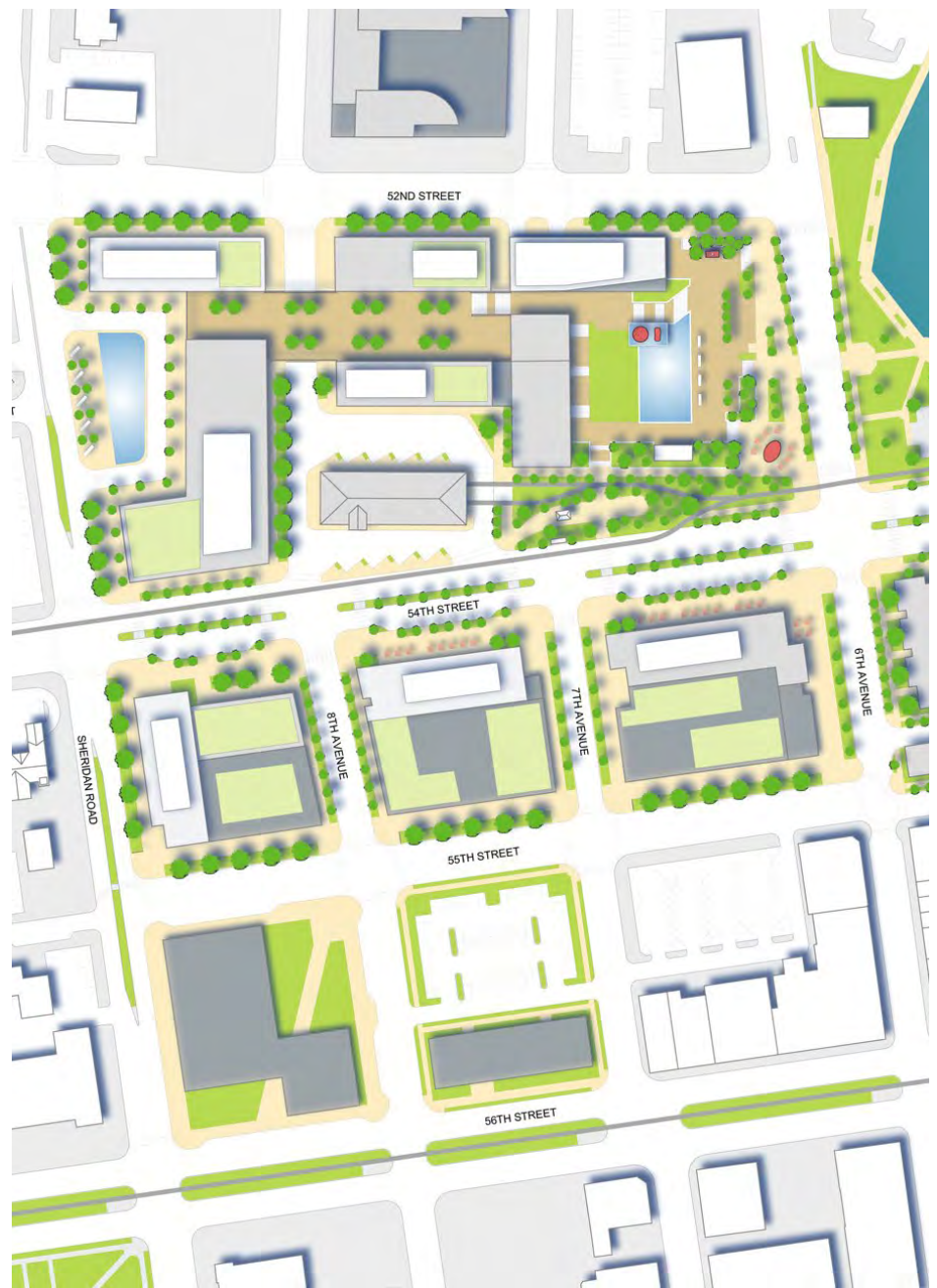
Kenosha Downtown Redevelopment

LOCATION

Kenosha, WI

SIZE

35 Acres



SCB was selected by the development team of Cobalt Partners and CD Smith to prepare a master plan for nine city blocks in downtown Kenosha, Wisconsin, in conjunction with the City administration.

Currently most of this former automotive manufacturing plant property is vacant land and creating a hole in the urban fabric. After decades of disinvestment, Kenosha's economy is now remarkably improving and attracting more businesses that are significantly increasing the local employment base and strengthening the demand for new housing in the urban center.

SCB's plan will be a catalyst to dramatically revitalize the downtown core with high-density mixed-use development. The site program includes over 1,200 residential units,

300,000 GSF of office, a 150 key hotel, a market / food hall, 50,000 GSF of retail, new city hall, a 2-acre park and required parking for the various land uses. In addition, the plan leverages the area's significant transportation infrastructure, including a historic streetcar trolley, a regional bus station, and a Metra train station, and will strengthen pedestrian and bike mobility.

Strategically located adjacent to many unique character districts, including the Harbortown /Marina District, Civic Center Historic District, and 6th street, this new district presents a transformative opportunity to reconnect and infill the urban fabric commercial corridor. This downtown redevelopment plan will help to reposition Kenosha and revitalize its urban center.



Aurora Downtown

Redevelopment Plan

LOCATION

Aurora, IL

SIZE

26 acres



SCB worked with the City of Aurora to create a redevelopment strategy for three significant Fox River waterfront sites within their historic downtown. The City desired to leverage new construction based on the recent extensive renovation and repositioning of many high-profile historic buildings in downtown. Redevelopment of these three desirable sites totaling in over 26 acres of prime downtown real estate, provided a strategic opportunity to set a future vision for downtown density, character and quality of design. Each site had unique attributes, the 8.3-acre site located on the north side of the Fox River, was adjacent to Wilder Park with access to the new pedestrian bridge. Another 5.2-acre site is located adjacent to the Transportation Center rail station, Round House Brewery and entertainment complex, the River Edge Park and concert venue and the new pedestrian bridge. Each site development

concept enhances and builds off these exciting synergies to create a strong sense of place. The third site is 1.88 acres located just southwest of the Aurora Public Library and incorporates a plaza with inviting streetscape into the urban edge. Market research informed the development program, density, and development phasing. Each mixed-use concept incorporated residential units, many amenities, parking, and outdoor recreation decks. The waterfront design approach integrated the Fox River Riverwalk, with access to numerous parks, transportation, bike trail and walkable downtown with several local attractions. Aurora offers a diverse demographic, large number of local businesses, a thriving theater district and a variety of downtown events that are actively increasing the vitality and desirability of downtown.



Redevelopment Plan

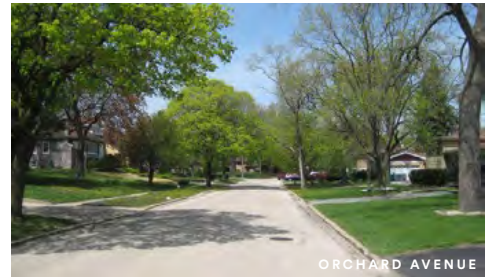
Village of Hillside

LOCATION

Hillside, IL

SIZE

70 acres



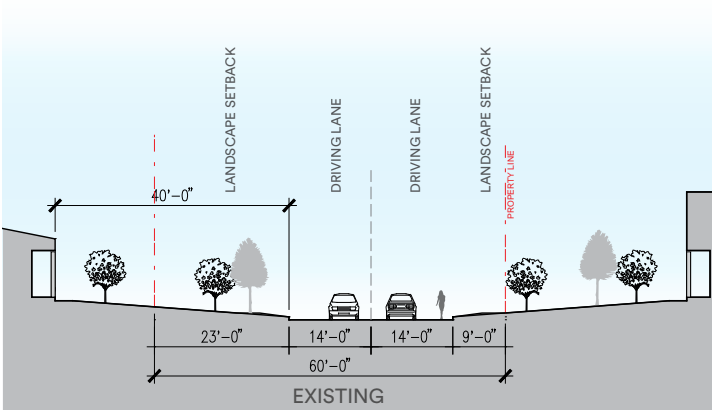
Facing frequent flooding events and lack of economic activity within a high-visibility site, the Village of Hillside contracted SCB to create a strategic redevelopment and green infrastructure plan for the areas adjacent to the intersection of Roosevelt Road and Mannheim Road. The site is currently occupied by a mix of older residential homes, former industrial businesses, and vacant property. Isolated from other residential neighborhoods in the vicinity, this area lacks adequate public amenities as well as connectivity to encourage new investment and growth. In addition, the frequency of flooding in the neighborhood continues to increase, creating financial strain on local businesses and residents.

In response to these issues, SCB has envisioned a comprehensive redevelopment plan that centers around an extensive stormwater management park. The new stormwater collection areas will both greatly reduce the flooding risk and provide recreational space for both existing and new residents. Supported by market analysis findings, SCB also proposed a transformation of the industrial areas into a new residential townhome development that would include housing for active seniors, an independent living facility, and a nursing care facility. Expanded retail and a hotel development is also proposed for high-visibility, arterial-fronting zones.

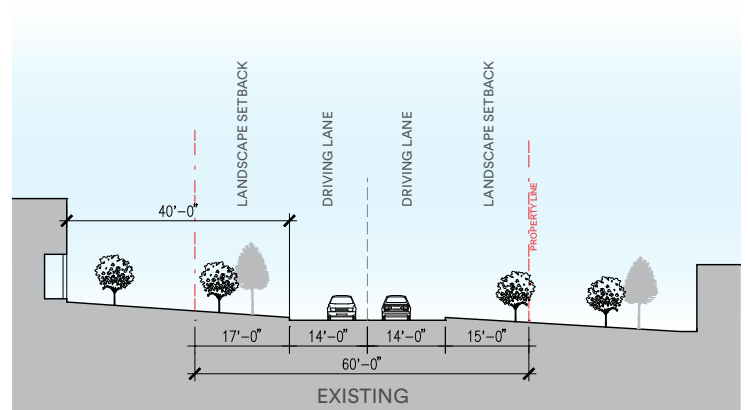


ROADWAY IMPROVEMENT STRATEGIES

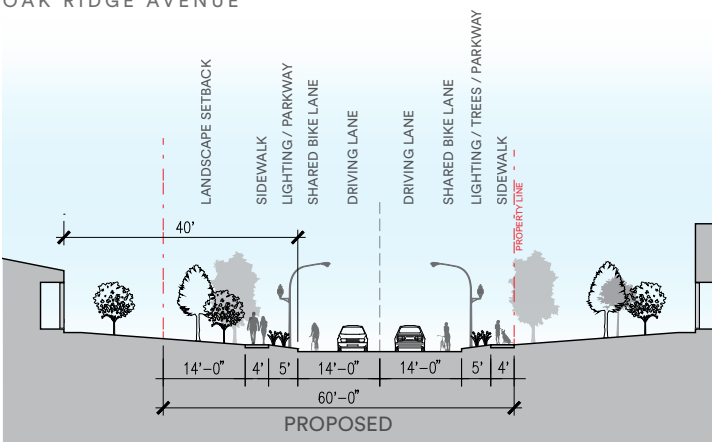
OAK RIDGE AVENUE



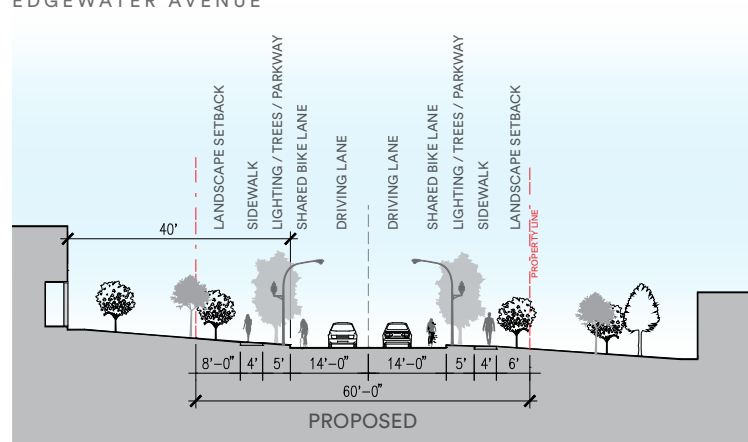
EDGEWATER AVENUE



OAK RIDGE AVENUE



EDGEWATER AVENUE



1st Street Redevelopment

LOCATION

Duluth, MN

SIZE

3.65 Acres



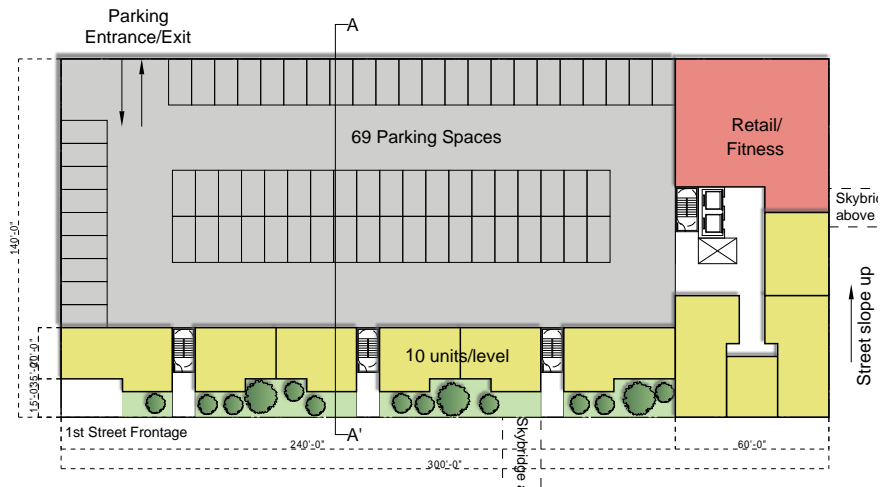
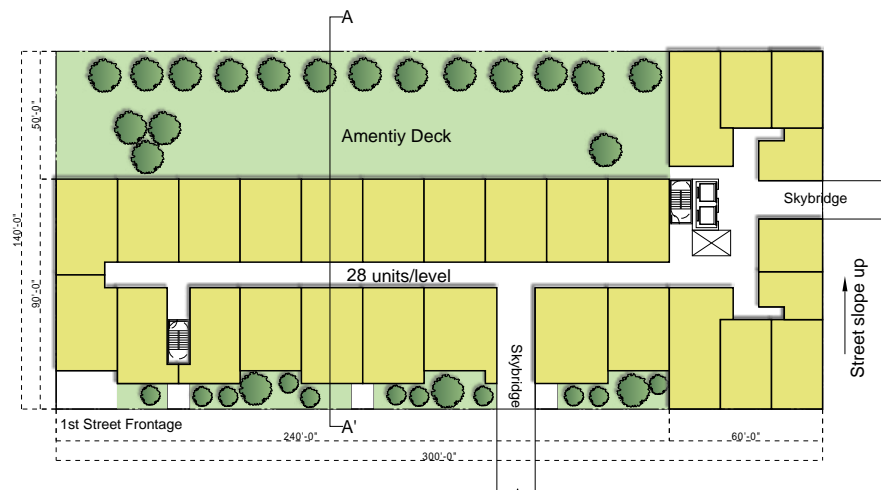
SCB was selected by Finnigan Development to visualize the redevelopment of a portion of downtown Duluth, MN. The work focused on four separate underutilized sites spanning a three-block, hillside area near the Lake Superior waterfront. The sites on neighboring blocks were vacant, occupied by surface parking, or home to abandoned buildings.

With increasing population and healthcare a growing sector of the Duluth economy, the ongoing expansion of the Essentia Health-St. Mary Medical Center campus just north of the redevelopment study area was poised to bring vitality in the form of additional jobs and increased demand for housing and amenities to the downtown core.

To restore the street wall, activate this stretch of the 1st Street corridor, and complement the nearby Old Central High School residential adaptive re-use, SCB proposed a series of phased mixed-use, residential, mid-rise buildings. In each building neighborhood-scale retail was concentrated at intersections, while residential entries lined the remainder of the frontage. Along the extensive residential frontages of the two larger buildings to the south, a generous planting zone softens the transition to the public realm and enhances the pedestrian experience.

The area's sloping topography presented an opportunity to conceal residential parking below grade at the rear of each site. There are also a few public parking structures nearby that could be linked to the proposed buildings via skybridges, easing access for residents, especially during the harsh Duluth winters. The residential units along the 1st Street frontage also function as liners to screen parking floors from the public realm. Above the parking, a deeper residential footprint is achieved and modest amenity decks are provided for residents. On the upper floors residential units have unobstructed views of Lake Superior to the east.

In all, SCB's proposal for higher density, mixed-use residential development on these downtown blocks included upwards of 700 new units and roughly 14,000 square feet of retail, helping transform the area into a revitalized, urban waterfront neighborhood.



Moving Moline Forward

City of Moline

LOCATION

Moline, IL

SIZE

750 Acres

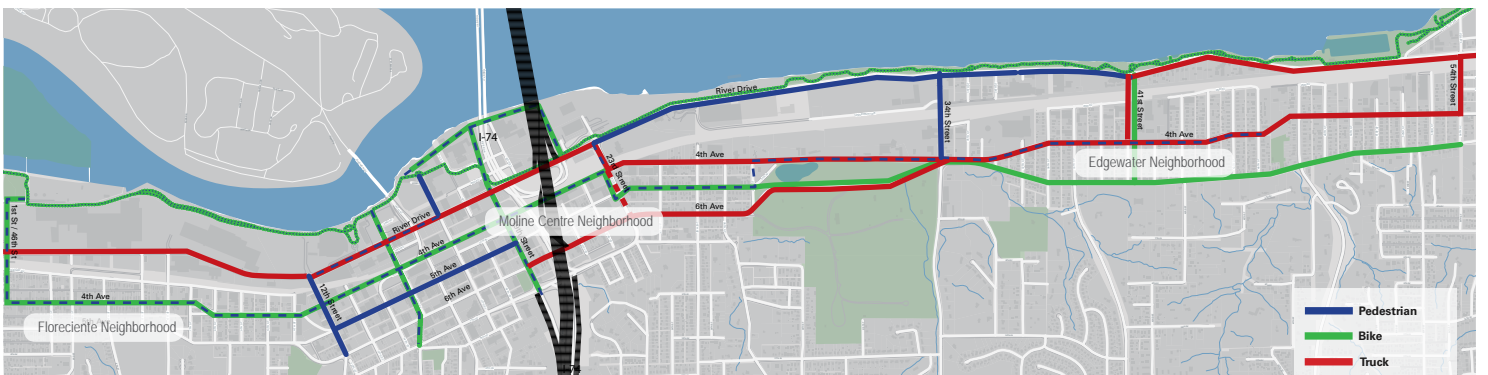
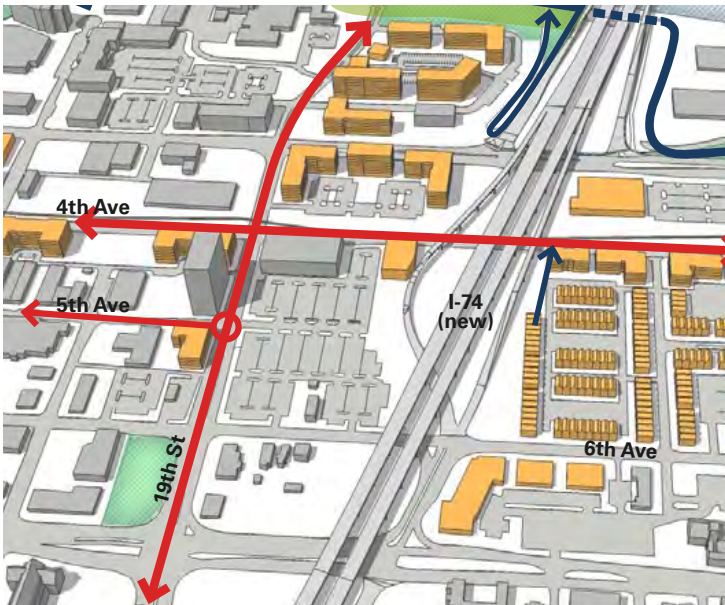


SCB worked with the City of Moline, Illinois to update the City's Comprehensive Plan with a focus on developing an integrated multi-modal transportation system that connects the downtown and riverfront neighborhoods. The plan was used as a valuable resource to guide development and infrastructure decisions and bring to life a compelling community vision—the product of a robust and inclusive community engagement process.

Home to John Deere and situated on the Mississippi River, Moline has orchestrated a twenty-year success story of systematically redeveloping their downtown and riverfront. The SCB team is synthesizing many unique factors within the community, including planning for multi-modal transportation systems, land use, urban design, economic

development, infrastructure, open space, sustainability, and quality of life issues.

With several major transportation-related infrastructure improvements on the horizon, including a new Interstate 74 bridge over the Mississippi River and the introduction of a new passenger rail station via the new high speed rail initiative, transportation and its associated development is a key factor in current and future planning. The new Downtown Plan addresses parking and circulation, urban design and land use recommendations, potential enhancements to the local road network, integration of the new I-74 bridge with the Moline Centre roadway and transportation system, and the connection of primary activity centers along the riverfront.



Urban Design and Visualization Services

CMAP

LOCATION

Various



VIEW OF PROPOSED FAIRMONT TOWN CENTER



VIEW OF GROVE STREET

SCB planning was contracted by the Chicago Metropolitan Agency for Planning (CMAP) to provide urban design concepts and high quality visualizations to support their Local Technical Assistance (LTA) projects. The LTA program was initiated by CMAP in March of 2011 with support from a US Department of Housing and Urban Development (HUD) grant to provide assistance to communities in implementing the GO TO 2040 Regional Plan. SCB's urban design and visualization efforts have included the following communities and projects:

Fairmont Town Center, Fairmont, IL – Redevelopment concept for a neighborhood town center to balance unique rural character with community development goals and pedestrian improvements.

Blue Island Western Ave Corridor, Blue Island, IL – Retail corridor revitalization including streetscape, pedestrian safety elements, parking, and façade improvements.

Norridge Town Center, Norridge, IL – Concept plan options for an under-utilized industrial site and vacant retail properties to be redeveloped into a new town center.

Joliet Prison Redevelopment Vision, Joliet, IL – Imagery to illustrate the project vision and gather support for the redevelopment of the former Joliet Prison site.

Downtown Riverwalk Concept, Wilmington, IL – Concept for improving connectivity and attractiveness of Wilmington's historic downtown retail corridor by converting a former parking area into a civic plaza, and improving the river's edge with a pedestrian path, cafes, seating areas, and landscaped zones.

Lakemoor Town Center, Lakemoor, IL – Urban design concept for corridor improvements to establish a town center, increase retail opportunities and provide greater access to a recreational lakefront.

**Irving Park Road Corridor
Redevelopment Vision, Hanover Park,
IL** – Visualization of four revitalized
sub-districts along the Irving Park Road
corridor focusing on better access,
streetscape, retail improvements, and
site redevelopment.

**Washington Street Retail and Trail
Improvements, Waukegan, IL** – Urban
design concepts for the revitalization of
a downtown Latino retail corridor and

bike trail entrance, including ideas for
improved signage, façade renovations,
and streetscape.

**Metra Station Corridor Vision,
Elmwood Park, IL** – Redevelopment
concepts for the district surrounding
an existing Metra station to help
improve access; increase walkability;
and encourage higher density, transit-
oriented development.



ILLUSTRATIVE PLAN OF JOLIET PRISON REDEVELOPMENT SITE



VIEW OF PROPOSED LAKEMOOR TOWN CENTER



VIEW OF HANOVER PARK GATEWAY ENHANCEMENTS





Design Workshop is dedicated to creating Legacy projects for our clients, society and the well-being of our planet.

Design Workshop is an international design studio, integrating landscape architecture, urban design, planning and strategic services. Whether designing a restorative private garden, developing the vision for a contemporary park or reimagining an underperforming downtown center, we go beyond the project itself to create places of timeless beauty and meaningful connections.

We are a community of designers, planners and strategists, who love what we do. We design for people—not just today but for future generations.

Our performance-based approach yields measurable results and projects that stand the test of time. In other words, we don't just hope for sustainable projects; we rely on our process to deliver them. We call this process DW Legacy Design®.

For over 50 years, “workshop” remains a hallmark of our firm, supporting collaboration and experimentation where clients and designers solve problems together.

Our Legacy

DW Legacy Design® represents our commitment to design projects that outlast us and contribute to a healthier world. Our methodology ensures every project has a balance between environmental sensitivity, community connection, artistry and economic viability. With this approach, our projects reflect the critical issues facing the built environment and deliver measurable benefits. It is the foundation of the firm's workshop culture and the defining process of our practice.

Environment

We are stewards of the environment and champions for a sustainable future.

Community

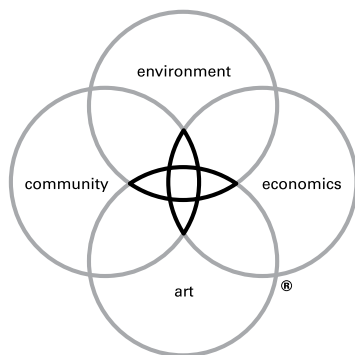
An inclusive engagement process is critical to (re) building the social fabric of the community.

Economics

Projects must be financially sustainable to last generations. We need to consider market reality and return on investment.

Art

Art is an integral part of the human experience; it challenges assumptions and provokes thought while revealing beauty and meaning.



DW Legacy Design®

535+
DESIGN +
PLANNING AWARDS

DW Foundation

We are dedicated to giving back to our communities. We have established the DW Foundation, which offers time and materials to select community projects.

14

Precedent
DW Projects
published by the
Landscape
Architecture
Foundation

Projects in

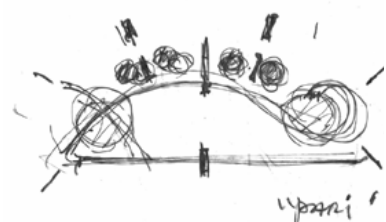
30+
countries.

8

DESIGN STUDIOS

THE WORKSHOP

WE SKETCH.
WE MAKE MODELS.
WE BUILD
PROTOTYPES.





Nashville RiverNorth

Nashville, Tennessee

Located across the river from downtown is a 100-acre site that could become Nashville's next iconic waterfront development. Known as RiverNorth, this new mixed-use district will re-energize the existing industrial lands into a sustainable destination for the people of the storied city.

Becoming a destination is one thing but getting people to it is another. Despite RiverNorth's close proximity (1.5 miles) to downtown Nashville and the gentrifying neighborhoods of Germantown and East Nashville, this site is an island, separated on Interstate 230 on the north and east, the Cumberland River on the west and a major elevated arterial, Jefferson, on the south. These roads and waterway has effectively isolated RiverNorth from the city fabric that surrounds it.

Design Workshop was retained to provide open space and infrastructure planning and design leadership for the development site along side the local team, Civil Site Design Group (CSDG). The collaborative team developed a master plan that provided curated experiences in the outdoors to entice people to come, stay longer, and visit more often. The plan offers multiple ways and routes for people to get to River North making it convenient for them to visit. The plan creates an identity that is authentic and differentiates River North from any other place in the Downtown. The overall park program provides outdoor activities for all age groups, young and old, and appeals to a broad cross-section of the city's demographics.

Client

Monroe Investment Partners & Metro Public Works

Services Provided

Open Space and Infrastructure Planning/Design



Market District, East Village

Des Moines, Iowa

For decades, the Market District has been the City of Des Moines' industrial hub; composed of scrap-metal yards, truck garages, freight rail -lines and city storage facilities. As a result, this area is blighted, a 30-acre hole in the city's urban fabric of disconnected streets, impervious asphalt parking lots, vacant buildings, and no residential life or outdoor public spaces.

An opportunity for a new riverfront park that would activate the river's edge and connect to the proposed water trail system provided the opening the community needed in order to stitch the urban fabric of this area back together. Thanks to strong city leadership and a visionary developer, the Market District is becoming an example of a public/ private partnership that actively promotes the wellbeing of the community

and the environment of downtown. The Master Plan lays out an urban framework that promotes tall buildings, green streets and a signature urban space that has been designed for people - not cars - which will connect a new riverfront park on one end with a wetland park on the other.

By retooling the often-one-dimensional approach to infrastructure combining programming and stormwater functionality to make each space, and the initial investment to construct that space work harder, dollar for dollar, the project will have greater return on investment.

The Market District will be a distinct, vibrant redevelopment that is rooted in its historical, social, and environmental context. By creating a place for the citizens to live, work, shop and plan, the redevelopment will change the perception of the area and become the Big Move for Des Moines to invent and implement its future.

Client

JSC Properties

Services Provided

Urban Design, Landscape Architecture

ABOUT V3



VISIO, VERTERE, VIRTUTE ... THE VISION TO TRANSFORM WITH EXCELLENCE



Launched in 1983, V3 Companies strongly adheres to our original vision to provide our clients with technical excellence and high-caliber project performance. Our name is indicative of that mindset, representing three Latin “V” words – “Visio,” “Vertere,” “Virtute” or “The Vision to Transform with Excellence.”

Our focus on client service is designed to facilitate communication, encourage long-term relationships and allow us to better deliver the projects you expect. The key is for us to provide seamless, coordinated execution on our end, marshalling and deploying the right talent through a single point of contact so you can always get the information you need, when you need it.

Being employee owned, we view our obligation to excel on your project from a very personal viewpoint. This ownership structure provides all of our team members with the opportunity to serve you — and your transportation and infrastructure, site development and environment, water and natural resource project needs — with the care and concern of an owner.

QUICK FACTS

- *Founded in 1983*
- *340 Employees*
- *Corporation*

OWNERSHIP

- *V3 is employee owned, providing our team members with the opportunity to serve you from an owner’s perspective.*

FIRM CAPABILITIES

- *Construction Engineering*
- *Highways & Traffic*
- *Railroads*
- *Structural*
- *Water Resources*
- *Wetlands & Ecology*
- *Landscape Architecture*
- *Sustainable Design & Consulting*
- *Geosciences*
- *Environmental*
- *Site Civil*
- *Municipal Consulting*
- *Planning*
- *Surveying*
- *Contracting & Construction Management*

REGIONS SERVED

- *Charlotte*
- *Chicago*
- *Columbus*
- *Edmonton*
- *Indianapolis*



LINCOLN YARDS DEVELOPMENT

CHICAGO, ILLINOIS



CLIENT

Sterling Bay



SERVICES

- V3 is the lead environmental and infrastructure design firm for the Lincoln Yards redevelopment, a transformative mixed-use project on more than 53-acres of former industrial properties between Lincoln Park and Bucktown, a site that is bisected by the North Branch of the Chicago River on the near north side of Chicago.
- The team included Skidmore, Owings & Merrill and James Corner Field Operations to create an overall master plan for the development. The plan calls for relocation of several city streets, creation of new “complete streets” to improve vehicular, pedestrian, and bicycle traffic flow in the region, addition of three new bridges, addition of Chicago Riverwalk along both sides of the river, more than 21 acres of new parkland, and open spaces as well as an overall green infrastructure approach to support this mixed-use development.
- V3 implemented a site preparation approach to environmental remediation, stormwater management, and foundation recycling/earthwork management across the property. This approach accelerated the schedule by allowing work to be accomplished concurrent with the overall entitlement process and also created substantial savings by combining remediation and development activities which eliminated double handling of demolition and earthwork materials. Our environmental team led planning, IEPA permitting strategies, and construction oversight and documentation.
- V3 led the design and permitting for a new and modified City of Chicago roadway network including complete street geometry and streetscape, intersection geometry and traffic signals, drainage, utilities, and lighting.
- Major utility challenges included the design and permitting for the relocation of a 54-inch Metropolitan Water Reclamation District of Greater Chicago (MWRD) interceptor sewer to align with the new roadway network as well as serve future buildings and a 24-inch watermain extension under the North Branch of the Chicago River which will complete a regional water network loop. The coordination of a drop shaft to make a new connection to the deep tunnel system by MWRD.
- V3 led the design team for the creation of Chicago Riverwalk throughout the development as well as design and permitting of the associated river wall rehabilitation and replacement. Our ecological scientists and hydrologists analyzed various storm events to establish flood elevations and inundation periods to inform our ecological edge treatments, wall terraces, riverwalk elevations, and other features adjacent to the river.
- V3 Structural Engineers prepared the preliminary design for the future Dominick Street Bridge, oversaw the preliminary design for new bridges at Concord Place and Armitage Avenue and provided detailed design for site related retaining walls at the terminus of Concord Place.
- Surveying of the property included topographic surveys, coordination of right-of-way abandonment and new dedications, relocation of historic easements across the property, and establishment of construction control for development work on the site.
- All services were coordinated with the client and the City of Chicago to conform to the overall redevelopment agreement requirements for participation and tracking of funds in accordance with the various tax increment financing elements of the project.
- This project received an ACEC – Illinois 2021 Engineering Excellence Special Achievement Award for the environmental remediation of the various steel yards and recycling properties.

- *Site Preparation Package*
- *Hydrologic & Hydraulic Analysis*
- *Environmental Investigation, Strategy, Remediation Design, Permitting, & Construction Oversight*
- *Infrastructure Master Planning*
- *Surveying & Mapping*
- *Grading Design & Earthwork Analysis*
- *Traffic Signal & Lighting Design*
- *Permitting Strategy Assistance*
- *LEED Certification Assistance*
- *River Ecology/Shoreline Design*
- *Natural Area Planting Design*
- *Roadway Design*
- *Watermain & Sewer Design*
- *Stormwater Management Design*
- *Green Infrastructure & Sustainable Stormwater Management Design*
- *Type, Size, & Location Bridge Study*
- *Structural Bridge Design*
- *"Dry" Utility Design & Coordination*



MORTON SALT/THE SALT DISTRICT SITE PREPARATION PACKAGE

CHICAGO, ILLINOIS



CLIENT

R2 Companies, Blue Star Properties,
& The Lamar Johnson Collaborative,
LLC



SERVICES

- The Salt District Development includes the adaptive reuse of this four-acre site with multiple existing buildings along the North Branch Chicago River Corridor. The property was previously utilized as industrial/office space.
 - Site improvements included preparing for future development. One existing shed will be demolished. Existing office space will be refurbished and additions will include a distillery, event space, river walk, green space, and new driveway entrances.
 - Due to environmental concerns the site was capped and strategically filled with Omni Infinity Media™ which will be able to store and treat stormwater without infiltration. This method will be used in place of traditional underground detention. V3 provided close coordination with Omni Ecosystems LLC and the City of Chicago for this pilot project to meet City stormwater requirements while minimizing haul-off of contaminated site materials.
 - V3 coordinated with the team on the planned development exhibits as well as concept roadway and traffic signal improvement plans.
 - Riverwalk improvements included a combined pedestrian and bike path on the upper riverwalk along the south portion of the site. The existing Morton Salt dock along the river will be converted to a lower riverwalk area with a walking path along the north portion of the site and landscaped area along the south portion of the site. The pedestrian and bike path will connect to the existing Elston Avenue bike lanes via reconstructed Blackhawk Street since there are currently no riverwalk improvements to the north or south of the Morton site. V3 also designed site lighting for the new riverwalk.
 - In addition, our team prepared off-site roadway, street lighting, and traffic signal improvement plan.
 - V3 is providing permitting assistance through the Chicago Building Department, Chicago Department of Planning and Development, CDOT Office of Underground Coordination Existing Facility Protection, CDOT Traffic Safety and Engineering, and City Division of Electric Operations.
- *Feasibility Studies*
 - *Grading Design & Earthwork Analysis*
 - *Stormwater Pollution Prevention Plan*
 - *Permitting Strategy Assistance*
 - *Site Lighting Design*
 - *Storm & Sanitary Sewer Design*
 - *Stormwater Management Design & Permitting Assistance*
 - *Sustainable Site Design Services*
 - *Topographic Mapping*
 - *Offsite Roadway Improvements*
 - *Street Lighting Design*
 - *Traffic Signal Design*



RIVER DISTRICT MASTER PLANNING

CHICAGO, ILLINOIS



Image courtesy of Solomon Cordwell Buenz (SCB)



CLIENT

Tribune Real Estate & Solomon Cordwell Buenz



SERVICES

- V3 assisted our client with due-diligence and master planning for the Chicago Tribune Freedom Press site on West Chicago Avenue to reposition the property for sale or development.
 - The site was located in a planned manufacturing district that prohibited residential use. As part of the master planning efforts, the 30-acre site was rezoned into a planned, mixed-use development.
 - V3 was active in meeting with the City to assist in establishing the design intent and furthering the conversations to assist in the rezoning process.
 - V3 prepared several overall stormwater management strategies, sewer layout, and watermain layout for the site to assist the various City agencies in understanding the future demand on the systems and to discuss preferred layouts for incorporation into the City's system.
 - V3 also prepared documents outlining the advantages and disadvantages of having public roadways versus private roadways.
 - Sustainability is a key component of the planned development. As part of the master planning process, V3 prepared a sustainability analysis report for the site. Aspects discussed in the report included integrated rainwater management, river engagement opportunities, sustainable site works, and maintenance planning.
 - V3 assisted in providing opinions of probable construction costs for the proposed infrastructure. These opinions were used to assist in the establishment of a tax increment funding (TIF) district.
 - V3 also assisted in the phasing plans to help further the phased development strategy. Phasing was done so that the first phase will require minimal new infrastructure to allow for the TIF increment to be generated early in the development process.
 - Tribune Media has placed the property on the market for development by a master developer. V3 participated in conference calls with several of the bidders to help walk through the complications of the site and also participated in discussions with the various public agencies.
- *Feasibility Study*
 - *Pavement Analysis*
 - *Planned Development Assistance*
 - *Permitting Strategy Assistance*
 - *Watermain Design*
 - *Utility Feasibility Study*
 - *Storm & Sanitary Sewer Design*
 - *Engineer's Opinion of Probable Construction Costs*
 - *Sitewide Sustainability Analysis*



WATER STREET REDEVELOPMENT

NAPERVILLE, ILLINOIS



- This high profile, two-acre, mixed-used redevelopment along Water Street and Webster Street in downtown Naperville consists of a three-story office building, a five-story mixed-use building with restaurant on the first floor, and hotel on the top floors, a five-story hotel building along with a four-story, 800-space parking structure.
- V3 conducted detailed traffic and parking analyses to verify that the surrounding roadways and intersections and the proposed parking deck would accommodate the development and future growth in the south downtown area. A “tool box” of various traffic operations and parking strategies were developed for evaluation and implementation to solve potential issues that may arise.
- Roadway reconstruction and streetscape improvements to Water Street and Webster Street and improvements to the City’s Riverwalk along the DuPage River were required.
- Hydrologic and hydraulic modeling was performed as the site is adjacent to the floodplain and floodway of the West Branch DuPage River. The modeling used HEC-RAS steady state model and FEQ unsteady model was performed to establish the flood protection elevation and ensure that the proposed development would not impact adjacent properties.
- V3 also performed modeling associated with bridge improvements to accommodate an extension of the riverwalk path below the bridge.
- All required stormwater management and floodplain compensatory storage was provided under the plaza area where the stormwater management and floodplain storage was combined into one basin.
- The streetscape improvements that were part of this project met the objectives of the City’s Water Street Study Area Vision Statement to improve the pedestrian connectivity between the neighborhood south of Aurora Avenue and downtown Naperville.
- Permits were required from the City, DuPage County, USACE, and Federal Emergency Management Agency.



CLIENT

Marquette Real Estate Investments, LLC



VALUE

Construction Cost: \$90,000,000



SERVICES

- *Feasibility Study*
- *Traffic Impact Study*
- *Parking Study*
- *Hydrologic & Hydraulic Analyses*
- *Existing Floodway Analysis*
- *Proposed Floodway Analysis*
- *Planning Commission Meetings*
- *Public Information Meetings*
- *City Council Meetings*
- *Roadway Design*
- *Street Lighting Design*
- *Earthwork & Grading*
- *Utility Systems*
- *Water & Wastewater Systems*
- *Stormwater Management*
- *Land Reclamation*
- *Topographic Mapping*
- *ALTA/Boundary Surveys*
- *Plat of Subdivision*
- *Compensatory Storage Design*
- *FEMA, DNR, County & Municipal Permitting Strategies & Applications*
- *FEMA LOMR*
- *Stormwater System Analysis, Design, Permitting, & Management*
- *Wetland Delineation & Assessment*
- *Threatened & Endangered Species Surveys*
- *Site Development Feasibility & Permitting Strategies*
- *Riverwalk Retaining Wall Design*

Testing Service Corporation (TSC) has a recognized reputation for providing professional engineering services. Since our 1954 incorporation, the firm has completed more than 87,000 projects, primarily throughout Northern and Central Illinois. The corporate project list includes large scale residential, commercial, retail and industrial development, as well as medium to large scale structures. Public infrastructure such as roadways, bridges, tunnels, underground and earth retention systems are also included.

Operating from its corporate headquarters in Carol Stream, Illinois, TSC has branch facilities in DeKalb, Gurnee, Rockford, Shorewood, Illinois. TSC employs a staff of more than 110, including 15 Professional Engineers and Geologists. Our Geotechnical Engineering and Construction Materials Engineering operational groups are supported by Laboratory and Drilling departments. These four departments can operate together or independently depending on client/project specific needs.

Geotechnical Engineering (GEO) - TSC has practiced geotechnical engineering since its 1954 incorporation. Our professional engineers have developed recommendations for standard spread footings, as well as deep foundations including driven piles and caissons. Lateral earth pressure criteria has been developed for evaluation and design of temporary and permanent support systems for deep excavations and tunnels. Data from inclinometers and Menard pressuremeters is regularly employed by TSC's geotechnical staff. In addition, our geotechnical staff is well experienced in roadway/ infrastructure projects.

Construction Materials Engineering (CME) - Our CME department is staffed by about 80 personnel including eight (8) Professional Engineers. TSC technicians provide testing, observation and sampling services for soils, Portland cement, bituminous concrete and structural steel on construction projects. The following list highlights major field and laboratory construction materials services that are routinely provided by TSC's Construction Materials Engineering group:

Soils - Observation for stripping, clearing and proof-rolling work; in-place nuclear moisture/density tests; observation and testing during caisson and pile installation; pile load tests; testing, observation and verification for exposed bearing soils.

Portland Cement Concrete - On-site observation and testing for air content, slump, unit weight, compressive strength and temperature; batch plant inspection and testing; core sampling and testing; rebound hammer and Windsor probe; locate rebar; precast and/or prestressed concrete and reinforcing steel placement.

Masonry - ASTM C-780 construction evaluation of mortars; compressive strength of prisms and flexural bond strength.

Bituminous (Asphalt) Paving Mixtures - Batch plant inspection and testing; field placement observation; in-place nuclear density measurements; core sampling and testing; pavement surveys and evaluation, bituminous mix design.

Structural Steel - Welding inspection by ultrasonic, magnetic particle, dye penetrate, and visual procedures; monitoring of structural steel fabrication at shop; welder certification testing; bolt torque verification; NDT technicians certified to SNT-TC-1A for UT, Mt and PT.

Technicians receive appropriate training for the services they are required to perform. Field technicians assigned to various projects are certified and well versed in project specific requirements and information. TSC has in-house capability to provide technicians with the radiation safety training necessary for Nuclear/Moisture Density Gauge operators. Regular training for Structural Steel NDT Technicians (Certified to SNT-TC-1A for UT, Mt and PT), Illinois Department of Transportation QC/QA - Levels 1, 2 & 3, and Portland cement concrete testing using American Concrete Institute materials are elements of the continuing training provided our technicians.

TSC maintains and operates a dedicated pick-up van service for field samples. The personnel who perform this function are trained in ACI standards for handling of freshly cast concrete samples. There is a charge for this service. However, responsible and expedient treatment of sample materials makes this service a value.

Laboratory - The physical materials testing laboratory at TSC's location in Carol Stream is the largest of its type in the state of Illinois. TSC's laboratory is an active participant in the National Voluntary Laboratory Accreditation program. The firm is a member of the American Council of Independent Laboratories.

Listed below are laboratory services regularly performed.

- ▶ Soil index testing, included description water content, dry unit weight, Qu and Qp
- ▶ Compaction testing, includes IBR/CBR, Standard/Modified proctors, relative density, lime modified IBR and proctors.
- ▶ Particle size analysis, includes sieve analysis, Atterberg limits and hydrometers
- ▶ Tests for organic content
- ▶ Test for corrosive soils
- ▶ Permeability
- ▶ Consolidation direct shear and Triaxial compression
- ▶ Strength testing of PCC and mortar, includes beams, cores and masonry
- ▶ Asphalt extraction tests
- ▶ Mix design criteria - PCC and Bit
- ▶ Aggregate testing, including abrasion, grain size, soundness, Chloride content and purity.
- ▶ Rock Quality Testing-including by air method
- ▶ Hamburg Wheel Tracking Test

TSC's Carol Stream lab also owns and operates a set of nuclear moisture/density gauge calibration blocks. This system is used for yearly calibration of our own and other labs' nuclear moisture/density gauges. TSC is the only independent lab in the five state area to have this "in-house" calibration capability.

Drilling - TSC owns, operates and maintains a drill fleet of 9 units. These drills have a wide range of configurations and access capacity including truck, rubber tire and track mounted All-Terrain Vehicle (ATV), skid and tripod. Drill supervisors are licensed, well drillers and crews have OSHA 40-Hour Health & Safety (Hazardous Waste) training.

Environmental - TSC provides environmental services in the areas of solid waste and site evaluation. Soil waste services relate to siting, permitting, construction monitoring, quality assurance, expansion and closure of landfills. Site evaluation services focus on Environmental Site Assessments (Phase I, II and III), underground storage tanks, regulatory assistance and other remediation services. We also provide exploration, evaluation and remedial design services for site-specific environmental impairment issues.



DBE/WBE/FBE certified

Alpine History:

Founded in 2002 by Kelli Pawlik, Alpine Demolition Services, LLC (ALPINE) has grown in our 20 year history to be a leader in the demolition market. Based on the highest level of customer satisfaction Alpine core values are safety, production and communication. Alpine started demolishing homes (other small structures) and small interior jobs. Alpine's management focused on controlled growth adding employees and equipment in increments so that our quality in demolition would not be sacrificed. Larger buildings, bridges and selective jobs were performed. Alpine is now one of the largest in the area and performs all size of projects. We specialize in demolition, site remediation, asset recovery and recycling. We pride ourselves with our continued efforts to recycle and have worked on many LEED projects. Alpine focuses on the hard jobs and that's the way we like it.

In a short period of time after starting the demolition business with some experience was built up, Alpine was able to become a certified WBE and DBE. The WBE certifications are through, City of Chicago Department of Procurement Services, MWRDGC-Metropolitan Water Reclamation District of Greater Chicago, FBE Certification-(CMS)-Illinois Department of Central Management Services, DBE Certification through the Illinois Department of Transportation. Alpine is prequalified with the City of Chicago as well as CDB-Capital Development Board.

Alpine is a union company, which is signatory to, Laborers Local #225 and Operators Local #150. We are committed in our capability in maintaining a field staff that is 95% + minority. Local unions are contacted in order to expand other minority group participation and apprenticeship opportunities whenever possible, when working out of town projects.

Kelli Pawlik,
President

Alpine Demolition Services, LLC
3515 Stern Avenue
St. Charles, IL 60174

Past Projects

Project: Illini Hall Demolition-University of Illinois 1/16/23 thru 3/31/23
725 S Wright Street Champaign, IL

Contact: CDB Capital Development Board
Jacob Teegarden 217-836-3637

Cost: \$1,431,00.00

Project Description: Illini Hall was a university building located in the center of the University of Illinois-Urbana/Champaign campus. The 3 -story plus basement, wood, and masonry building built in 1907 included extensive asbestos abatement prior to building demolition. Alpine prepared the surrounding site for construction of the "New Illini Hall", while working on an active campus, and no disruptions to student's schedule.

Project: McHenry Central WWTP
3302 W. Waukegan Road McHenry, IL

Contact: City of McHenry/HR Green Sean
Murphy 847-878-4030

Cost: \$748,000.00

Project Description: Demolition of WWTP, Grout line, Crush concrete, fill and restore lot

Project: Peoples's Gas Light Division Street 5/11/20 thru 10/16/20
1110 N. Eston Avenue & 1220 W. Cortez St Chicago, IL

Contact: Burns & McDonnell
Jonathan Pawloski 630-254-3992

Cost: \$755,054.00

Project Description: 49,000 SF, two building complete demolition.

Project: ORD Runway 9C-27-BP#2 7/9/18 thru 5/23/20
10000 WEST OHare Road Chicago, IL

Contact: FH Paschen/SN Nielsen & Associates, LLC
Steve Devries 773-968-7631

Cost: \$4,608,390.00

Project Description: Alpine provided demolition of eleven buildings at O'Hare Chicago International Airport to make room for new runways working directly adjacent to active runways and live airplane service. Alpine successfully achieved demolition of two large airline hangers adjacent to active taxiways with no interruption to flight patterns. Extensive background checks were required for all employees to obtain access to this high-level security of O'Hare International Airport property.

05

Safety Risk

Safety Risk

A time your organization failed to complete a contract.

None.

Bankruptcy or reorganization.

None.

Judgment claims or law suits against the firm: Awarded and Pending within past five (5) years.

SCB has an excellent claims history with limited involvement in lawsuits in the last five (5) years. 360 Residences, L.P. v. Bovis Lend Lease, Inc. et al. (Santa Clara County, Cal., No. 19CV355229) – disputed claims regarding plumbing system settled for nuisance value; AOUO 1108 Auahi v. Ward Management et al. (First Cir. Hawaii, 2021) – condominium association’s pending claim against entire development, design, and construction team; and Zubrow v. Suffolk (15th Jud. Cir., Fla. 2021) – unit owner’s claim regarding hardwood floor construction, voluntarily dismissed by plaintiff.

06

Project Approach

Project Approach

Project Understanding

The SCB team understands this feasibility study is the outgrowth of previous planning efforts that could influence the future development strategies for the site. In 2020, the City of St. Charles prepared a Comprehensive Plan Update of the Downtown North of Main Street area that focused on two catalyst sites and included the former Police Station site. The Comprehensive Plan update outlined riverfront requirements, land uses and building heights, approaches towards parking and recreational trail connections for this site. In 2022, the City issued a developer RFP and received four proposals. After careful review of the development proposals, the City Council decided that additional information and analysis regarding site challenges, utilities, parking, and demolition costs were required to make an informed decision on the most appropriate site development strategy. As a result, the developer proposals were returned and the city then solicited proposals for this feasibility study.

After initial discussions with the City, this proposal was revised to include the Existing Conditions and Site Analysis portions of the scope as a first phase. A second phase of the project that includes public engagement, site recommendations and strategies and a redevelopment plan will be considered later in the process.

Task 1.0 Project Management

SCB will manage the planning process to deliver a high-quality feasibility plan for the former Police Station site while addressing the city and community goals for the Fox Riverfront, utilities, parking, and demolitions.

1.1 PROJECT MANAGEMENT PLAN

At the onset of the project, SCB will organize a kick-off meeting with the city to review and finalize the project management plan to include:

- Project schedule with milestones and delivery dates
- Key roles and communication protocol
- Proposed meeting schedule and workshop(s)
- Identification of key stakeholders
- Review of existing data and resources

As part of the kick-off meeting, we will discuss with the City any work completed to date, to develop a preliminary understanding of the city goals and perceptions of site opportunities.

1.2 TEAM COORDINATION MEETINGS

SCB will attend and prepare an agenda for a bi-weekly team meeting with city staff which can take place virtually and in-person as required.

Task 2.0 Existing Conditions Assessment

During the existing conditions assessment task, the SCB team will review existing documents, base drawings, gather available data and summarize key relevant findings into a series of discipline based existing conditions summary memorandums.

2.1 DATA COLLECTION

The team will evaluate current conditions of the former Police Station site and prepare a synopsis report of site data, constraints and opportunities that includes the following (at a minimum):

- Review of existing relevant planning documents, plans, regulations, ordinances, and policies that may impact the site development.
- Review and identify pertinent codes, current entitlements, and conditions of approval, which may impact the site development concepts.
- Prepare an inventory of land parcels (zoning, land uses, open space, and other key parcel

attributes)

- Identify key community assets and facilities surrounding the site (civic, institutional, commercial, office, retail, residential, etc.)
- Review current transportation infrastructure serving the site (see transportation analysis)
- Review current utility infrastructure serving the site (see infrastructure analysis)
- Assess on-site and adjacent streetscape characteristics, and access,
- Review Downtown Parking Plan (parking numbers, locations, and types)
- Review any future projects and planned development locations impacting the site
- Review any public safety issues
- Prepare a photo inventory of visual characteristics of the site

2.2 SITE VISIT

The SCB team will visit the site to become familiar with the site conditions such as existing utilities, roadway conditions, site conditions, slopes, views, and context surrounding the site. Field-verify survey information (if available), including the limits of existing improvements.

2.3 PREVIOUS SITE DEVELOPMENT PROPOSALS

The SCB team will analyze the previous developer proposals for the old police station site and the factors which influence the property development such as: (1) the location, physical condition, site characteristics and massing of the properties; (2) compatibility of adjacent and nearby land uses (3) transportation access and visibility (4) review of physical infrastructure conditions and service needs; (5) riverfront and trail access (7) walkability and access to various modes of transportation.



2.4 UTILITY EXISTING CONDITIONS

SCB team member V3 will perform the following services during this phase:

1. Perform a site visit to observe site conditions.
2. Research locations provided by the city of existing potable water mains, sanitary sewers, and storm sewers that may provide service to the project site. Analyze the capacity of these utilities and determine how much additional flow can be added.
3. The water main capacity will be based on data provided by the Public Works Department to understand the available capacity in the WM.
4. Collaborate with the design team to identify potential and high level 3 test fit scenarios for the site with possible utility relocations or utility protection considerations.

2.5 FLOOD MITIGATION ASSESSMENT

SCB team member V3's review of the Flood Insurance Rate Map (FIRM) indicates the floodplain elevation (691') for the site is generally consistent, which can simplify any required floodplain fill and associated compensatory storage calculations. The FIRM also indicates that the mapped floodway generally conforms to the Fox River's edge of water, which is beneficial since the regulatory requirements for proposed improvements within the regulatory floodway are more restrictive.

- A riverfront trail is an appropriate use in the floodway (as opposed to a structure), but the alignment, elevation, and overall design will need to be evaluated to ensure that all proposed improvements do not adversely impact the flood flow capacity and/or flood elevations of the Fox River.
- The overbank floodplain (areas outside the floodway) can be modified / re-configured as needed to support the proposed improvements and the limits of the existing floodplain will be determined by the regulatory Base Flood Elevation and the onsite topography (this may be different than the mapped limits).
- Topographic survey will be provided by City, otherwise, floodplain extents will be determined based on Kane County contours.

- If the proposed site plan includes floodplain fill, the design will need to incorporate the required compensatory storage. V3 will quantify the existing floodplain storage on the property and then calculate the required compensatory storage. For riverfront developments, compensatory storage is typically accomplished with overbank site grading, underground storage vaults or offsite storage creation.
- V3 will evaluate identify open space areas and associated grading and/or underground storage sizes needed to mitigation the floodplain impacts. V3 will provide a summary memo with exhibits, calculations, conceptual cost estimates and permit scoping associated with the applicable floodplain mitigation.

2.6 TRAFFIC ASSESSMENT

SCB team member V3 will obtain available existing and projected traffic volume data for the street system in the vicinity of the proposed redevelopment and identify programmed roadway improvements or other major developments in the area which could impact traffic conditions at this site.

- Perform a field visit to verify existing conditions including existing traffic control, speed limits, pedestrian and bicycle facilities, lane use, and adjacent land use.
- Coordinate with the City to request and review any available documents that pertain to the downtown area, including the Comprehensive Plan Update, as well as with the Chicago Metropolitan Agency for Planning (CMAP) to obtain 2050 traffic projections for the area roadways.

Deliverable: Site Existing Conditions Assessment Memorandum to entail a site plan, photo inventory and narrative description of the site attributes to support recommended improvements. Preliminary findings will be compiled associated with river front conditions, flood mitigation, traffic and parking conditions.

Task 3.0 Site Analysis

3.1 LAND USE AND TRANSPORTATION ANALYSIS:

SCB team member V3 will review the land use strategies with transportation conditions to:

- Estimate the number of vehicular trips that can be expected to be generated by the proposed redevelopment during the weekday am and weekday pm peak hours for the various land use scenarios being developed. Up to 2 site plans.
- The trip rates from the Institute of Transportation Engineers (ITE) Trip Generation Manual, 11th Edition will be reviewed and used as a basis for determining trip generation rates.
- Trip reductions will be reviewed, including internal capture and walk/bike reductions.
- Based on the site's vehicle trip generation, assist in determining the location of site driveways to direct traffic to specific streets to limit the impact to the transportation network, including along Riverside Avenue adjacent the City's fire station.
- Traffic volumes will be estimated that will use Riverside Avenue, State Avenue, and Cedar Avenue to determine if this redevelopment will impact these roadways and intersections, including Main Street and 5th Avenue which are both IDOT routes.
- This analysis will be modeled and assist in determining the number of lanes needed for each roadway and the configuration and intersection control.
- For the future year analysis, projected volumes will be estimated using the CMAP growth rates and in accordance with generally accepted traffic forecasting methodology.
- Using the traffic volumes and results of the traffic analysis, V3 will develop the internal roadway network cross sections for each roadway consisting of the number of lanes, width of lanes, turn lanes, sidewalk width, and right of way.

A Traffic Impact Memorandum will be prepared to present the preferred land use and transportation plan developed for the area; our traffic analysis, assumptions, and results; and



recommendations for internal roadway and external intersection geometry to provide safe and efficient access to the redevelopment.

3.2 PARKING ANALYSIS

We will also analyze the parking requirements and optimal parking configurations to support the desired land uses. V3 will complete the following tasks in this scope of work:

Parking Demand: V3 will develop a parking demand model specific for this redevelopment that will generate the required parking demand utilizing the City of St. Charles off street parking requirements based on each individual proposed land use.

- The parking requirements will be compared to the recent edition of the Institute of Transportation Engineer’s Parking Generation which provides average peak and 85th percentile parking demand rates for various land uses.
- Data from the ongoing Downtown Parking Study will be reviewed and utilized in the parking demand model to estimate parking demand for adjacent developments that currently park in the area.
- The model will utilize the shared parking methodology as published in the Urban Land Institute’s (ULI) Shared Parking, Second Edition. The model will utilize the hourly distribution of parking demand for each land use using the hourly characteristics of that use and quantify the number of parking spaces that can be shared between the different land uses during various times of a weekday and weekend. Any reduction in required parking could result in a potential increase in redevelopment area being allowed.

A Parking Memorandum will be prepared to present the preferred land use and the peak parking demand of the redevelopment.

3.3 ENVIRONMENTAL SITE ASSESSMENT

The Phase I ESA scope of work will be performed in general accordance with the ASTM Standard Practice for Environmental Site Assessments: Phase I ESA Process (Standard E1527-21) and the “Standards and Practices for All Appropriate Inquiries; Final Rule”, 40 CFR Part 312 (02-13-2023)3. The objective of the proposed Phase I ESA is to identify Recognized Environmental Conditions (RECs) in connection with the property to the extent feasible pursuant to the process prescribed in the Standard.

In accordance with ASTM E1527-21 and AAI this practice constitutes “All Appropriate Inquiries” into the previous ownership and uses of the property consistent with good commercial or customary practice for conducting an environmental site assessment of a parcel of commercial real estate with respect to the range of contaminants within the scope of CERCLA and petroleum products. This ESA is intended to permit a User to satisfy one of the requirements to qualify for the innocent



landowner, contiguous property owner, or bona fide prospective purchaser limitations on CERCLA liability.

Assumption: The project fee assumes the search for AULs and environmental liens will be provided by the city and includes up to 3 hours for environmental and historical regulatory file review and records search. In the event that the Client requests that V3 provide the AUL/lien search or a chain-of-title search, and for time spent beyond 3 hours for regulatory file review and records search, additional fees will be requested.

Excluded Scope: Environmental issues or conditions beyond the scope of ASTM E1527-21, will not be addressed in the Phase I ESA. The excluded conditions include: asbestos-containing building materials, biological agents, cultural and historic resources, ecological resources, endangered species, health and safety, industrial hygiene, lead-based paint, lead in drinking water, mold, PCB-containing building materials, radon, and substances not defined as CERCLA hazardous substances.

3.4 GEOTECHNICAL ANALYSIS

Team member V3 will sub-contract TSC to provide a geotechnical investigation for the following scope of work:

TSC is proposing to drill seven (9) soil borings as part of our Geotechnical Exploration. They are to be extended to auger refusal on apparent bedrock. Bedrock is estimated to be 6 to 15 feet below the existing grade. 5-foot bedrock cores are also proposed at 4-5 locations (depending on the time available). Total drilling footage on this basis is estimated to be about 90 lineal feet plus a total of 20-25 feet of bedrock cores. Three groundwater monitoring wells are also proposed to be installed and monitored for 6 months.

Geotechnical Assumptions: TSC assumed that the boring locations will be accessible to a conventional truck or ATV-mounted drill. In this regard, they should not be located in standing

water, within wooded areas or on steeply sloping ground. No provisions have been made for tree/brush clearing or other obstruction removal should borehole access be impeded. Landscape restoration (if required) is also not included in the project budget.

TSC will utilize personnel who are trained in layout procedures to stake the borings in the field. Ground surface elevations for each borehole will be determined by GPS using a Trimble R12 GNSS receiver.

Utility clearance for the borings will be obtained by contacting JULIE (Joint Utility Locating Information for Excavators). Private underground utility lines will have to be marked by the property owner or their agents; a private locator can be hired for an added cost if necessary.

Soil samples will primarily be obtained by split-spoon methods, with thin-walled tubes also taken if conditions dictate. Sampling will be performed at 2½-foot intervals for at least the first 15 feet (and greater if fill or unsuitable soil types extend below that depth as well as in cut or detention areas), to otherwise not exceed 5-foot intervals. A representative portion of the split-spoon samples will be placed in a glass jar with a screw-type lid for transportation to our laboratory. The groundwater monitoring wells will be installed during and following completion of drilling operations, with the boreholes to be backfilled immediately and any in pavement areas also patched at the surface.

3.5 DEMOLITION COST ESTIMATE

Team member Alpine Demolition Services will provide demolition consulting services for the Old Police Station located at 210-213 State Avenue in St. Charles to include:

- Site visit and analysis of structure
- Engineering survey of buildings to be demolished
- Work with Environmental Consultant to perform asbestos, lead and universal waste inspections
- Preliminary demolition plan
- Provide risk assessment
- Provide cost estimate budget for the demolition of the existing structure

Assumptions: The demolition cost estimate will exclude the following:

- Any consulting not related to demolition
- Any cost estimate of asbestos, lead or universal waste removal
- Any professional engineer stamped drawings
- Any plans or specifications

To supplement Alpine Demolition Survey of the former Police Station, True North Consultants who specialize in ACM, LBP and HAZMAT Consulting Services will provide the following services:

- Illinois Department of Public Health (IDPH) licensed Asbestos Building Inspectors to conduct an ACM Pre-Demolition Asbestos Survey
- EPA accredited and Illinois Department of Public Health (IDPH) licensed Lead Risk Assessors and/or Lead Inspectors to conduct representative testing of painted surfaces on the interior and exterior of the on-site structure(s).
- Qualified environmental professional to conduct a Hazardous and Other Regulated Material (HAZMAT) Survey of the site to identify potential hazardous materials, universal waste materials and other regulated materials that may be present within Site structures as defined in Illinois Administrative Code (IAC) Part 721: Identification and Listing of Hazardous Waste, and hazardous wastes as defined in the EPA Resource Conservation and Recovery Act (RCRA).

3.6 ADAPTIVE REUSE ANALYSIS

To ensure the City has all the information necessary information to guide the redevelopment of the site, the team, lead by Alpine Demolition, will conduct an analysis of the former police station facility to determine the viability of adaptive reuse. This analysis will be based on the initial site walk through and any additional documentation provided by the city.

3.7 'TEST FIT' PLANNING STRATEGIES

Based all the data and information gathered in the previous tasks, SCB will prepare three (3) 'Test Fit' planning scenarios. These scenarios will be very conceptual in nature and will establish basic development parameters (e.g. density, basic massing, access points, utility service, etc.). They will be used to investigate the capacity of the site and other potential opportunities without creating design or development proposals.

To supplement the three (3) 'Test Fit' scenarios, our team will provide an assessment of two (2) additional scenarios for consideration:

- Adaptive reuse of the police station building
- Demolition of the police station to establish a riverfront park space.

Deliverables: The SCB team will deliver 6 memorandums and supporting information to include.

1. Land Use & Traffic Impact Memorandum
2. Environmental Site Assessment Memorandum
3. Geotechnical Analysis Memorandum
4. Demolition Cost Estimate
5. Adaptive Reuse (High Level) Assessment
6. 'Test Fit' Planning Strategies and Findings

A draft of the memorandums will be submitted to the City for review and revised based on comments received and resubmitted as a final report to the City for approval and adoptions.



Additional Questions

Any other services your firm may offer that would benefit the City of St. Charles?

The SCB team addressed all the scope of work identified in the RFP, however with a volatile real estate market having an up-to-date market analysis could help the future success of the development. While SCB does not provide market analysis services, we team with many real estate market analysts and can provide references if desired by the city.

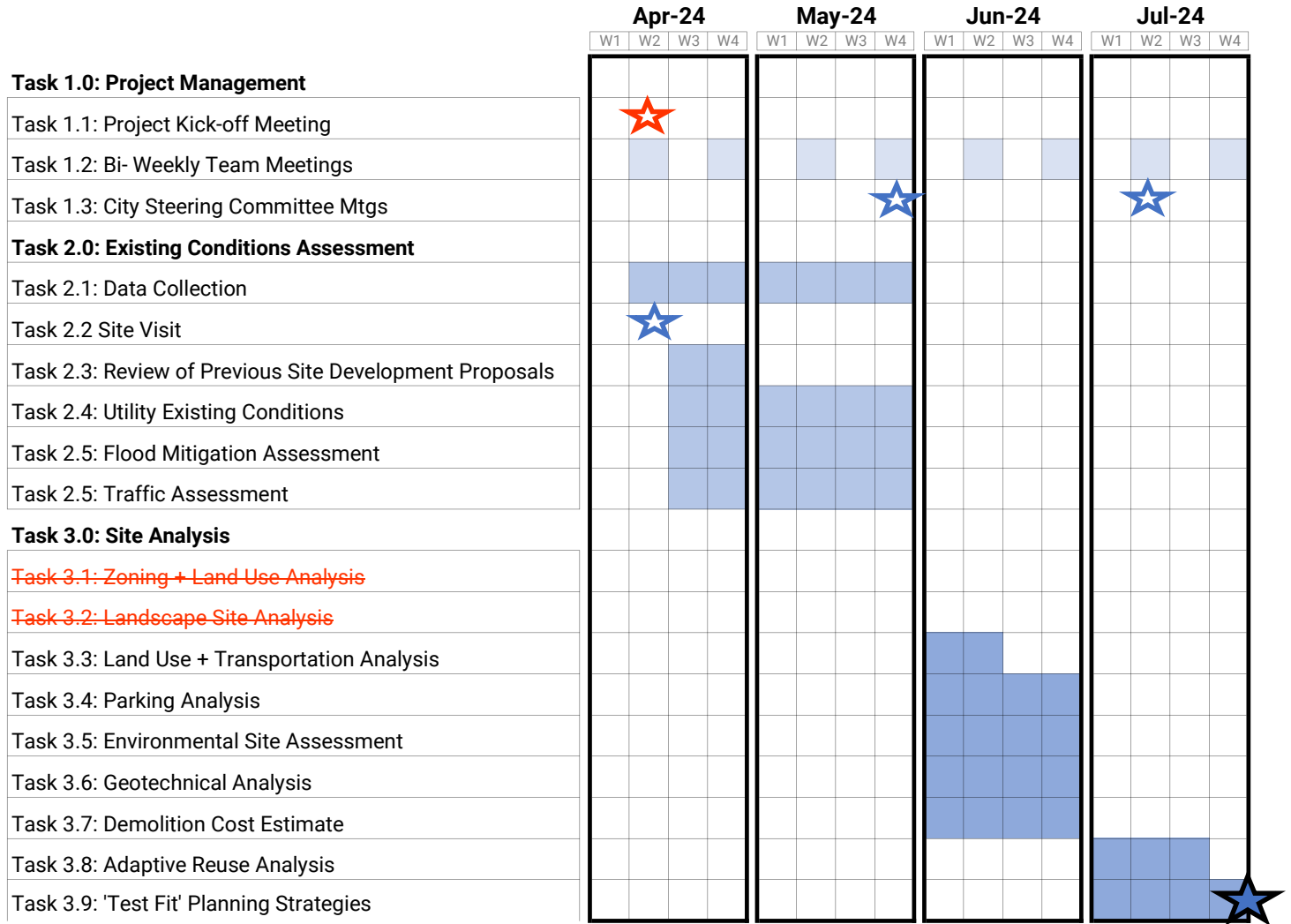
Critique the scope of work: what works, what deletions, changes or options for achieving desired outcomes do you recommend?

Including market analysis and holding developer interviews after or during this feasibility study to better understand their concerns prior to releasing a developer RFP.

Describe more detailed alternatives that impact quality, time, price, and deliverables.

If there is significant community opposition to this redevelopment project, that can delay the planning process.

Project Schedule





Fee Proposal

Fee Proposal

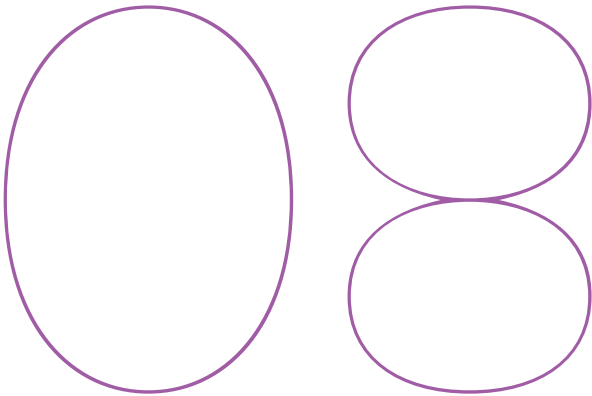
SCB

V3 + TCS +
Alpine +
True North

Design
Workshop

Duration:

Task 1.0: Project Management					
Task 1.1: Project Kick-off Meeting	\$ 2,925	\$ 2,425		\$ 500	1 day
Task 1.2: Bi- Weekly Team Meetings	\$ 4,000	\$ 3,500		\$ 500	4 mo.
Task 2.0: Existing Conditions Assessment					
Task 2.1: Data Collection	\$ 12,280	\$ 12,280			7 wk.
Task 2.2 Site Visit	\$ 6,760	\$ 4,760	\$ 1,000	\$ 1,000	1 day
Task 2.3: Review of Previous Site Development Proposals	\$ 1,000	\$ 1,000			2 wk
Task 2.4: Utility Existing Conditions	\$ 9,775	\$ 775	\$ 9,000		6 wk.
Task 2.5: Flood Plain Mitigation	\$ 8,775	\$ 775	\$ 8,000		6 wk.
Task 2.6: Traffic Assessment	\$ 10,275	\$ 775	\$ 9,500		6 wk.
Task 3.0: Site Analysis					
Task 3.1: Land Use + Transportation Analysis	\$ 1,750	\$ 1,750			2 wk.
Task 3.2: Parking Analysis	\$ 4,370	\$ 870	\$ 3,500		4 wk.
Task 3.3: Phase 1 Environmental Site Assessment	\$ 4,080	\$ 180	\$ 3,900		4 wk.
Task 3.4: Geotechnical Analysis	\$ 17,860	\$ 360	\$ 17,500		4 wk.
Task 3.5: Demolition Cost Estimate	\$ 9,180	\$ 180	\$ 9,000		4 wk.
Task 3.6: Adaptive Reuse Analysis	\$ 2,000	\$ 1,000	\$ 1,000		3 wk.
Pre-Demo Asbestos Survey (True North / HAZMAT Specialist)	\$ 4,500		\$ 4,500		
Lead-based Paint Survey (True North)	\$ 2,500		\$ 2,500		
Hazardous Regulated Materials Survey (True North)	\$ 1,500		\$ 1,500		4 wk.
Task 3.7: 'Test Fit' Planning Strategies	\$ 13,000	\$ 7,000	\$ 3,000	\$ 3,000	4 wk.
Team Sub-total	\$ 116,530	\$ 37,630	\$ 73,900	\$ 5,000	4 mo.
Reimbursable Expenses (~2%)	\$ 2,150				
Total Fee (Lump Sum)	\$ 118,680				



Appendix

I TEAM RESUMES



Christine Carlyle

AIA, AICP

Principal | Director of Planning

Christine founded and leads the SCB planning group. With over 30 years of city planning, urban design, and architectural design (in both the public and private sectors) she brings a collaborative leadership and creative design approach to a wide range of national and international projects at a variety of scales. Christine's work, which includes projects in North America, Europe, Middle East, and Asia, demonstrates an integration of innovative design, cultural responsibility, and sustainability with the successful management and execution of complex projects. Her clients include governments, public sector agencies, universities, and private developers.

EDUCATION

Harvard University
Graduate School of Design
Master of Architecture in
Urban Design

Carnegie Mellon University
Bachelor of Architecture

REGISTRATIONS

Architect - Massachusetts,
Michigan
AICP Certified
NCARB Certified

AFFILIATIONS/ACTIVITIES

- American Planning Association
- American Institute of Architects
- Regional Urban Design Committee, Chair
- Chicago Central Area Committee Executive Board
- Illinois Institute of Technology Faculty
- The Magnificent Mile Association Board & Planning Division Chair
- Lambda Alpha International Board + LEN Committee
- Congress for the New Urbanism
- Women in Planning & Development Board
- Crime Prevention Through Environmental Design (CPTED)
- Society of University & College Planning
- Urban Land Institute Public Policy Committee

REFERENCES

David Dibo
Executive Director of Economic Development
City of Aurora
630.256.3100
ddibo@aurora-il.org

Skyler York
Director
City of Michigan City
219.873.1419 x 2024
syork@emichigancity.com

RELEVANT PROJECTS

**Tribune Real Estate Holdings
River District Plan
Chicago, Illinois**
30-acre master plan for rezoning industrial site into vibrant mixed-use district

**Chicago Transit Authority (CTA)
Red Purple Line Modernization TOD Plans
Chicago, Illinois**
TOD district plans and site specific redevelopment strategies for five CTA Red Line station areas

**Downtown Kenosha Redevelopment Plan
Cobalt Partners
Kenosha, Wisconsin**
18-acre master plan for mixed-use redevelopment of 9 city blocks adjacent to the harbor including 1,200 residential units, 300,000 sf office, 150,000 sf retail, city park and market hall

**Aurora Downtown Redevelopment Plan
City of Aurora
Aurora, Illinois**
Redevelopment plan for 8 city blocks along the Fox River

**Village of Hillside
Resiliency Redevelopment Master Plan
Hillside, Illinois**
70-acre site redevelopment and repositioning to incorporate mixed use development, chain of lakes with recreation land and extensive stormwater infrastructure

**Moving Moline Forward
Comprehensive Plan Update
Moline, Illinois**
750-acre comprehensive downtown assessment focused on transportation improvements and urban design strategies

**Chicago Transit Authority (CTA)
Red Line Extension TSD Comprehensive Plan
Chicago, Illinois**
District plans and site specific redevelopment strategies for four CTA Red Line station areas

**Village of Maywood
Transit-Oriented Development Plan
Regional Transportation Authority
Maywood, Illinois**
Downtown transit station area revitalization plan

**Village of University Park
Transit-Oriented Development Plan Update
Regional Transportation Authority
University Park, Illinois**
Revitalization plan for Metra station area

**Village of Palatine
Transit-Oriented Development Plan
Regional Transportation Authority
Palatine, Illinois**
Strategies for future expansion of Metra station area to enhance transit ridership

**Village of Bartlett
Transit-Oriented Development Plan
Regional Transportation Authority
Bartlett, Illinois**
Master plan for downtown area surrounding the Metra station

**Bally's Entertainment District
Chicago, Illinois**
Master Plan and Entitlements for new casino, hotel, and event center adjacent to the Loop and along the Chicago River

**City of Chicago, Department of Planning
West Loop Design Guidelines
Chicago, Illinois**
Preparation of urban design, architecture, public realm and transportation guidelines for expansion of downtown zoning into the West Loop district in Chicago

**Illinois Medical District Master Plan
Chicago, Illinois**
560-acre comprehensive master plan for IMD campus with a focus on multi-modal connectivity, public realm, and future development opportunity

**LeClaire Courts Redevelopment Plan
Chicago, Illinois**
Mixed-use, affordable housing redevelopment concepts on Chicago's southwest side

**71st Street Commercial Corridor Revitalization
Chicago, Illinois**
Revitalization strategies for the South Shore neighborhood working with the chamber of commerce and the community

AWARDS

- 2023 APA Illinois Chapter Awards, Strategic Plan Award, Chicago Transit Authority (CTA) Red Line Extension TSD Comprehensive Plan, Chicago, Illinois
- Friends of Downtown, Best Plan Award, River District Master Plan, Chicago, Illinois, 2019
- Gold Nugget Awards, Grand Winner, Master Plan Community of the Year Ward Village Master Plan, Honolulu, Hawaii, 2018
- Gold Nugget Awards, Grand Winner, Best Indoor/Outdoor Lifestyle for a Community - Urban, Ward Village Master Plan - Honolulu, Hawaii, 2018
- American Planning Association (APA) Illinois Chapter Awards, Strategic Plan Award, Arts Block Plan, University of Chicago, Chicago, Illinois, 2017
- Urban Land Institute (ULI) Chicago Vision Award, Program Category, Foundation for Homan Square, John D. and Alexandra C. Nichols Tower, 2017
- Individual of the Year Award - Greater North Michigan Avenue Association, 2014
- International Downtown Association Award for Planning, "Vision 2025" Plan for Greater North Michigan Avenue Association, 2013
- Congress for New Urbanism (CNU), Illinois Charter Awards, Honorable Mention, Devon-Sheridan TIF District Guidelines/Loyola Station Square, Loyola University Chicago, Chicago, Illinois, 2011
- American Planning Association (APA) Wisconsin Award for Milwaukee Northeast Side Plan, 2011
- American Planning Association (APA) Illinois, Best Practice Award for Naperville Pedestrian Gap Analysis, 2010
- Urban Design Award - City of Dallas, 1998, 2000, 2004
- Greater Dallas Association Project Award - Bishop Arts District
- Preservation Dallas Award, 2000
- Rotch Traveling Scholarship Competition, 1992
- National Endowment for the Arts Grant, 1987

PUBLICATIONS AND PRESS

- "Moving Up to the Waterfront," World Architecture News, 2018
- "777 West Chicago Building," E-Architect, 2018

SMART Site TOD
Downtown Santa Rosa Site Development Plans
Santa Rosa, California
 5-acre TOD plan and multiple downtown infill sites

Town of St. John
2004 Comprehensive Plan
2015 Comprehensive Plan Update
Zoning Ordinance
St. John, Indiana
 Comprehensive plan, update, and zoning ordinance

Mount Sinai Hospital
Ogden Avenue Planning
Chicago, Illinois
 Streetscape and campus development concepts to enhance the Ogden Avenue corridor on Chicago's west side

Ward Village Master Plan
Honolulu, Hawaii
 60-acre Phase II redevelopment master plan

City of Prospect Heights
Comprehensive Plan
Prospect Heights, Illinois
 Comprehensive plan providing recommendations for land use development, transportation improvements, expansion of the city's economic base, enhanced retail opportunities, and protection of natural resources

Chicago Metropolitan Agency for Planning (CMAP)
Urban Design and Visualization for Go-To 2040 Plan, Local Technical Assistance
 Urban design concepts and visualization redevelopment scenarios for over 18 Chicago Region sites

South Suburban Mayors and Managers Association (SSMMA)
Chicago Southland Transit-Oriented Development /Cargo Oriented Development
Various Locations
 Development corridor planning study, feasibility analysis, development proforma, and site design concepts for 10 proposed TOD/COD sites

Michigan City
Transit Block Redevelopment Study
Michigan City, Indiana
 Urban design and development strategies for a proposed mixed-use development adjacent to the South Shore Line station downtown

Lancaster Square Development Plan
Lancaster, Pennsylvania
 Plaza design and building development strategies for repositioning of downtown square

Chicago Housing Authority
Roosevelt Square Master Plan
Chicago, Illinois
 84-acre master plan and quality-of-life study for Roosevelt Square neighborhood

Foundation for Homan Square
Chicago, Illinois
 Community stakeholder facilitation, space programming for arts and social services incubator development

Rice Village Design Guidelines
Houston, Texas
 District design guidelines for new high density development adjacent to Rice University

Metropolitan Mayors Caucus
Homes for Changing Region Residential Redevelopment Concepts
Various Locations
 Urban design concepts and visualization redevelopment scenarios of underutilized sites in Batavia, Geneva, and St. Charles

City of Milwaukee
Northeast Side Comprehensive Plan
Milwaukee, Wisconsin
 4-square-mile comprehensive plan for improvement of districts and corridors through development of urban design and catalytic projects

Design Guidelines
Woodlands, Texas
 Site specific design guidelines for densifying the Woodlands master planned community

Allstate Redevelopment Concept
Prospect Heights, Illinois
 30-acre framework master planning study for a vacant site to promote mixed-use development and public realm improvements

Concón Urban Expansion Master Plan
Concón, Chile
 720-acre mixed-use master plan including housing, town center with retail, community amenities, services, and recreational space

Vision 2025
Greater North Michigan Avenue Association
Chicago, Illinois
 District policy document for urban design, sustainability transportation, marketing, and experience

City of Chicago
Industrial Corridors
Chicago, Illinois
 Rendering and branding services for Chicago's 26 industrial corridors

Devon/Sheridan TIF Design Guidelines
Chicago, Illinois
 70-acre redevelopment plan and design guidelines for TIF residential and university district, including resolving conflict between pedestrians/traffic and the elevated CTA train station

Village of Oak Park
Chicago Avenue Business District Plan
Oak Park, Illinois
 Study identifying guidelines, facilitation, scenarios, planning, and streetscape design for redevelopment of neighborhood business district



Nicholas Pryor

AIA, AICP

Associate | Project Manager

Nicholas is dedicated to discovering and amplifying the potential of places and communities. His design process is focused on creating an open and collaborative engagement with the project community. He has worked on a variety of projects ranging from district plans for public-private partnerships to campus plans for corporate and institutional organizations. His primary goal in all projects is to help a community establish a vision for the future and translate that vision into a clear set of policies and frameworks.

RELEVANT PROJECTS

EDUCATION

Illinois Institute of Technology
Master of Architecture

University of Wisconsin, Milwaukee
Bachelor of Science, Architectural
Studies

REGISTRATIONS

Architect - Illinois
AICP Certified

AFFILIATIONS/ ACTIVITIES

- American Institute of Architects
- American Planning Association
- Lambda Alpha International
Board + LEN Committee
- Urban Land Institute
- Chicago Product Council
- Chicago Central Area Committee

REFERENCES

Michael Horsting
Principal Analyst, Local Planning
and Programs
Regional Transportation Authority
312.913.3159
horstingm@rtachicago.com

Katharyn Hurd
City Planner - North Region
Chicago of Chicago
Department of Planning and
Development
312.742.9224
katharyn.hurd@cityofchicago.org

Aurora Downtown Redevelopment Plan City of Aurora

Aurora, Illinois
Redevelopment plan for 8 city blocks along the
Fox River

Chicago Transit Authority (CTA) Red Line Extension TSD Comprehensive Plan Chicago, Illinois

District plans and site specific redevelopment
strategies for four CTA Red Line station areas

Village of University Park Transit-Oriented Development Plan Update Regional Transportation Authority University Park, Illinois

Revitalization plan for Metra station area

City of Chicago Ground Floor Residential Guidelines Chicago, Illinois

Design guidelines for residential units on
commercial corridors across the city

Bally's Entertainment District Chicago, Illinois

Master Plan and Entitlements for new casino,
hotel, and event center adjacent to the Loop
and along the Chicago River

Pena Station TOD Master Plan* Denver, Colorado

Master plan to develop the greenfield site
surrounding a regional light rail station

Confidential TOD Plan* Minneapolis, Minnesota

Strategic development plan for 40 acre urban
site adjacent to light rail line to reposition
underutilized parcels into a vibrant, mixed-use
district

Rosa Parks Neighborhood Master Plan* Detroit, Michigan

Community driven, comprehensive
neighborhood master plan to provide
equitable access to resources for a historically
underserved neighborhood

Milwaukee Harbors Master Plan* Milwaukee, Wisconsin

Comprehensive planning study to provide
recommendations to redevelop vacant
industrial land on Milwaukee's waterfront

East Jefferson Corridor Plan* Detroit, Michigan

Corridor master plan and strategic
development framework to improve the 6
mile long East Jefferson Corridor to identify
development opportunities, provide public
realm improvements and improve transit
infrastructure

108th Street Corridor Plan* West Allis, Wisconsin

Corridor and land use plan to provide
recommendations to the city and guide future
development along the 3 mile corridor

Stony Island Corridor Plan* Chicago, Illinois

Comprehensive corridor study and market
analysis to reimagine South Stony Island Ave
in Chicago's Woodlawn and South Shore
neighborhoods

Oakwood Shores Master Plan* Chicago, Illinois

Community engagement and redevelopment
master plan with the CHA for a former public
housing site

West Quarters Corridor Master Plan* West Allis, Wisconsin

Redevelopment plan for a traditional shopping
center into a vibrant, mixed use place that
includes residential, office and educational
programs.

Downtown Commercial District Master Plan* Greater Noida, India

Detailed District Area Plan for a commercial
office district including infrastructure, parking
and conceptual architectural design

Confidential Client

Strategic Neighborhood Development Plan* Detroit, Michigan

Strategic neighborhood investment plan for a
private entity to reimagine the future growth
and development of a historically disinvested
community

* Denotes projects completed prior to joining SCB



Elbert Whitfield III

Project Planner

Elbert has diverse background in architecture and urban design, having worked on a variety of public and private sector projects in Chicago and the Chicagoland area, as well as in Virginia, Pennsylvania, and Florida. These varied projects have allowed him to hone his skills in planning, design, 3D modeling and rendering, construction documentation, and construction administration.

EDUCATION

University of Miami
Master of Urban Design

Hampton University
Master of Architecture

Carnegie Mellon University
Sustainable Urbanism Fellowship

AFFILIATIONS/ACTIVITIES

– Frank Lloyd Wright Preservation
Trust, Architectural Interpreter

PRESENTATIONS

– Presenter, American Planning
Association, Illinois Chapter,
“CTA’s Red Line Extension
South – Planning For Equitable
Neighborhood Transformation”,
2022

REFERENCES

Ammar Elmajdoub
Transportation Planner
CDM Smith
312.780.7881
elmajdoubah@cdmsmith.com

Katharyn Hurd
City Planner - North Region
Chicago of Chicago
Department of Planning and
Development
312.742.9224
katharyn.hurd@cityofchicago.org

RELEVANT PROJECTS

Downtown Kenosha Redevelopment Plan Cobalt Partners Kenosha, Wisconsin

18-acre master plan for mixed-use
redevelopment of 9 city blocks adjacent to
the harbor including 1,200 residential units,
300,000 sf office, 150,000 sf retail, city park
and market hall

Tribune Real Estate Holdings River District Plan Chicago, Illinois

30-acre master plan for rezoning industrial site
into vibrant mixed-use district

Village of Hillside Resiliency Redevelopment Master Plan Hillside, Illinois

70-acre site redevelopment and repositioning
to incorporate mixed use development, chain
of lakes with recreation land and extensive
stormwater infrastructure

Chicago Transit Authority (CTA) Red Purple Line Modernization TOD Plans Chicago, Illinois

TOD district plans and site specific
redevelopment strategies for five CTA Red
Line station areas

Chicago Transit Authority (CTA) Red Line Extension TSD Comprehensive Plan Chicago, Illinois

District plans and site specific redevelopment
strategies for four CTA Red Line station areas

City of Chicago Ground Floor Residential Guidelines Chicago, Illinois

Design guidelines for residential units on
commercial corridors across the city

City of Chicago, Department of Planning West Loop Design Guidelines Chicago, Illinois

Preparation of urban design, architecture,
public realm and transportation guidelines for
expansion of downtown zoning into the West
Loop district in Chicago

Bally’s Entertainment District Chicago, Illinois

Master Plan and Entitlements for new casino,
hotel, and event center adjacent to the Loop
and along the Chicago River

Village of Maywood Transit-Oriented Development Plan Regional Transportation Authority Maywood, Illinois

Downtown transit station area revitalization
plan

Urban Design and Visualization for Chicago Metropolitan Agency for Planning (CMAP) Go-To 2040 Plan, Local Technical Assistance

Urban design concepts and visualization
redevelopment scenarios for over 15 Chicago
Region sites

Mount Sinai Hospital Ogden Avenue Planning Chicago, Illinois

Streetscape and campus development
concepts to enhance the Ogden Avenue
corridor on Chicago’s west side

Michigan City Transit Block Redevelopment Study Michigan City, Indiana

Urban design and development strategies for a
proposed mixed-use development adjacent to
the South Shore Line station downtown

LeClaire Courts Redevelopment Plan Chicago, Illinois

80-acre mixed-use, affordable housing
redevelopment master plan on Chicago’s
southwest side

71st Street Commercial Corridor Revitalization Chicago, Illinois

Revitalization strategies for the South Shore
neighborhood working with the chamber of
commerce and the community

SMART Site TOD Downtown Santa Rosa Site Development Plans Santa Rosa, California

5-acre TOD plan and multiple downtown infill
sites

* Denotes projects completed prior to joining SCB



Education

Master of Landscape Architecture,
Pennsylvania State University

Master of Landscape Architecture,
School of Planning and Architecture,
New Delhi, India

Bachelor of Architecture, Sir J.J. College
of Architecture, Bombay, India

Licensure and Certifications

Professional Landscape Architect: IL,
PA, OH

LEED® Accredited Professional

Registered Architect: India

Construction Documents Technology
(CDT)

CLARB

American Institute of Certified Planners
Candidate (AICP - C)

Professional Affiliations

American Society of Landscape
Architects (ASLA)

U.S. Green Building Council

Urban Land Institute (ULI), University
Innovation Development Council

Recent Awards and Honors

Fellow of the American Society of
Landscape Architects 2023

Honor Award for Design, ASLA Illinois,
AIDS Garden Chicago

Honor Award for Planning & Analysis,
ASLA Illinois, Alton Great Streets

Honor Award, ASLA Illinois, Grand
River Northwest Neighborhood
Framework Plan

Manisha Kaul

 FASLA, PLA, LEED® AP, AICP-C
PRINCIPAL, LANDSCAPE ARCHITECT

Leading our Chicago studio, Manisha is deeply passionate about creating synergies in the public realm through an equitable, resilient and regenerative approach to design. Creatively using the site and its environs, she has successfully guided federal, public and institutional clients through complex planning and innovative site design projects. Trained as an architect and a landscape architect, recipient of a gold medal in India and a creative achievement award in landscape architecture at Pennsylvania State University, Manisha's career of over 20 years includes projects in the United States, Middle East, Africa and India.

Select Project Experience

AIDS Garden Chicago – Chicago, IL

Design Workshop worked with Chicago Park District and 8 sub-consultants to design a garden space on Chicago lake front intended to memorialize those lost to HIV/ AIDS, as well as Chicago's own efforts to combat HIV/AIDS, and to provide an educational component about the current fight.

Diversey Park and Play Fields – Chicago, IL

Manisha led the design and implementation of the multi-use sports field and recreation area along Chicago's lakefront. The team engaged key stakeholders throughout the planning and design process to ensure that the design for the park balanced both the needs of the community and local sports teams.

Taza Park Master Plan — Calgary, AB, Canada

Manisha served as a planning consultant for stormwater and low-impact development strategies for this mixed-use retail project on the Tsuut'ina First Nations land outside of Calgary, Alberta.

Wheaton Downtown Revitalization – Wheaton, IL

Manisha served as planning and design consultant in the development of downtown Wheaton, Illinois' streetscape.

Alton Great Streets – Alton, Illinois

Manisha led a team in a Great Streets Initiative in Alton. The team's goal is to improve walkability, safety and connectivity downtown while strengthening the identity of the area and helping reinvigorate local businesses.



Education

Masters of Urban & Regional Planning,
University of Illinois at Urbana-
Champaign

Bachelor of Landscape Architecture,
University of Illinois at Urbana-
Champaign

Licensure and Certifications

Professional Landscape Architect: IL

American Institute of Certified Planners
(AICP)

LEED® Accredited Professional

“Leadership Strategies: The Effective
Facilitator”

National Charrette Institute Charrette
System Workshop

Professional Affiliations

American Planning Association (APA)

Recent Awards and Honors

Honor Award for Planning & Analysis,
ASLA Illinois, Alton Great Streets

Strategic Plan Award Alton Great
Streets, APA Illinois, Alton Great Streets

Honor Award in Analysis and Planning,
National ASLA, South Grand Great
Streets Initiative

Sara Egan

PLA, AICP, LEED® AP BD+C

LANDSCAPE ARCHITECT, PLANNER

Based in our Chicago office, Sara graduated from the University of Illinois where she earned a Master of Urban Planning and Bachelor of Landscape Architecture degree. Sara brings value in her ability to build, manage and facilitate communication between strong interdisciplinary teams to address complex challenges. She is experienced in managing projects from planning, through concept design and ultimately through implementation. The rigor she applies to her projects has resulted in several awards at the state and national level; most recently the Alton Great Streets project was recognized by Illinois APA, Illinois ASLA and the Prairie Gateway ASLA.

Select Project Experience

Peoria Riverfront Master Plan – Peoria, IL

Design Workshop collaborated with a team for the master plan of a 20-acre tract in downtown Peoria. The master plan includes strategies to engage existing local businesses and develop public parks, trails and programming to turn the riverfront into a public gathering space for future generations.

Alton Great Streets – Alton, IL

Design Workshop led a team in a Great Streets Initiative in Alton. The team's goal is to improve walkability, safety and connectivity downtown while strengthening the identity of the area and helping reinvigorate local businesses.

Lafitte Greenway Master Plan & Design – New Orleans, LA

Design Workshop was hired to plan and design a 2.6 mile greenway in New Orleans. The project included designing a three-mile greenway and creating a corridor revitalization plan for all land within a 1/4 mile of the greenway.

Cedar Rapids Greenway – Cedar Rapids, IA

Design Workshop led a project team through park concept plans along with a business plan that will serve to provide the City with a framework for the future that is both environmentally and fiscally sustainable and meets the needs and desires of the community.

Wheaton Downtown Streetscape – Wheaton, IL

Design Workshop led the planning and design for the development of downtown Wheaton, Illinois' streetscape. After thorough public engagement, the team implemented several phases of the Streetscape plan since 2017.



Education

Master of Urban Design, University of Colorado, Denver

Bachelor of Science, Landscape Architecture, Cal Poly, San Luis Obispo, California

Licensure and Certifications

Registered Landscape Architect: CO, CA, Province of Alberta

LEED® Accredited Professional

Council of Landscape Architectural Registration Boards (CLARB)

Professional Affiliations

American Society of Landscape Architects (ASLA)

International Council of Shopping Centers

Recent Awards and Honors

ASLA Colorado Chapter Planning Merit Award, Springwoods Community

ASLA Colorado Chapter Design Merit Award, Gardens on El Paseo, Palm Desert, California

Jim MacRae

 PLA, LEED® AP

PRINCIPAL, LANDSCAPE ARCHITECT

Jim is passionate about designing places that honor nature, people, and culture. His career has taken him across the globe, from North America, Asia, and the Middle East, and these professional experiences have sharpened his technical capacity and his appreciation for working in diverse natural and urban environments. For three decades, he has led the planning and design of many notable mixed-use projects in the United States.

He has broad expertise, but is best known for his planning and design of thoughtful urban environments, including transit-oriented and mixed-use districts, commercial corridors and streetscapes, urban parks and plazas, workspaces as well as sustainable new communities.

Select Project Experience

Market District – Des Moines, IA

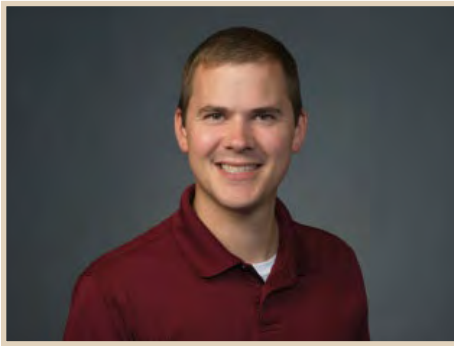
Design Workshop master planned and designed a 10-block redevelopment district in downtown Des Moines and adjacent to the Des Moines River. Jim led a team to provide urban mixed-uses, park design and river access connections in the industrial district of downtown Des Moines.

RiverNorth – Nashville, TN

In collaboration with CSDG, DW designed the streetscapes, public plazas and Waterfront Park including the green infrastructure, park program, and bike facilities that are part of Metro's Phase 1 funding for the project. Additionally, DW helped design the interface between the waterfront park and the new pedestrian/bike bridge that will cross the Cumberland River and provide an important city connection between RiverNorth and Germantown.

Riverfront Park – Denver, CO

Design Workshop master planned and designed a 600-acre redevelopment district in downtown Denver and adjacent to the Platte River. Riverfront Park led to connecting downtown to the river and catalyzed over \$3.8 billion dollars of redevelopment in and around the district, including the restoration of Union Station, the iconic rail station in Denver. Because of its positive impact on the city and community, Riverfront is recognized as a leading model for urban redevelopment in the U.S.



Dan is a Project Manager responsible for leading site infrastructure design and permitting for industrial, commercial, and residential developments. His primary responsibilities include leading preparation of site feasibility reports, design of site grading and earthwork analysis, design of utility systems as well as design and analysis of stormwater management systems and construction administration. He coordinates zoning and permit submittals as well as design services with internal and external design team members.

 **YEARS OF EXPERIENCE**

V3: 11 | Total: 11

 **EDUCATION**

Bachelor of Science, Civil & Environmental Engineering, Southern Illinois University

 **REGISTRATIONS**

Professional Engineer: Illinois, #062-068404, 2016

 **VOLUNTEER WORK**

Junior Achievement: Guest Teacher

Oak Brook Commons Mixed-Use Development, Hines – Oak Brook, Illinois | Project Manager for site civil engineering services for this 16.5-acre redevelopment of the former McDonald's headquarters in Oak Brook. Project included horizontal infrastructure including roadways, parking, utilities, and building pads for a new, mixed-use development that will ultimately have five restaurant/retail pads, an apartment building, hotel, office building, and two condominium buildings. Dan led the permitting effort for the horizontal infrastructure as well as the coordination with the design team to achieve an efficient approval process while accommodating the anticipated needs of future tenants.

Water Street Redevelopment, Marquette Real Estate Investments, LLC – Naperville, Illinois | Project Engineer for this high-profile, two-acre redevelopment along Water and Webster Streets in downtown Naperville. Project consisted of a three-story office building, a five-story mixed-use building with restaurant and hotel spaces, a five-story, mixed-use tower along with a four-story, 550-space parking structure and full improvements to Water Street, Webster Street, and the Riverwalk. Dan was the lead civil designer and main point of contact throughout the construction process.

Freedom Plaza, Superhost Hospitality – Naperville, Illinois | Project Engineer for the development of a hotel with a conference center and four restaurant outlots including Fogo de Chao, Granite City Food and Brewery, Uncle Julios, and Pita Inn. Because the property had been partially developed, utility services needed to be relocated to accommodate the revised site design. Dan led the design to permit the overall development while accommodating individual tenant needs as they were brought in.

Summit Grove Development, Nitti Group, LLC – Schaumburg, Illinois | Project Engineer providing site civil design services for this residential development with 149 single-family lots on 62 acres. V3 provided a complex stormwater management system to integrate detention within existing wetland areas along with traditional stormwater management ponds which reduced wetland impacts. Extensive coordination was required with Village staff to facilitate necessary zoning changes to allow for smaller lots.



Costco Wholesale North East Naperville Location, Costco Wholesale Corporation – Naperville, Illinois | Project Manager for civil design services of this 18.95-acre, 161,203-square-foot warehouse and gasoline facility. Project included a due diligence report and preliminary and final engineering plans, a traffic impact study, capacity analysis of 11 intersections as well as coordination for the design of a proposed electric duct bank with the City of Naperville. A due diligence report and preliminary plans were completed to identify potential design obstacles in advance as well as streamline entitlement approvals with the City of Naperville.

Costco Environmental Compliance Plan Program, Costco Wholesale Corporation – Illinois, Indiana, & Michigan | Project Manager providing an environmental compliance plan to warehouse and depot Managers to assist with keeping sites in compliance with local, state, and federal requirements for future maintenance. Services include creating a comprehensive and clear drawing which highlights site utility infrastructure as well as compiling project permit history for each site and presenting all information to Costco staff.

Greenhouse Pointe, Nitti Development, LLC – Geneva, Illinois | Project Engineer for a seven-acre residential development with 20 lots for custom-built homes. Site civil design included roadway layout, mass grading, stormwater detention, and designing the storm sewer to convey the 100-year event. Dan led the design for construction documents and assisted the Client through entitlements and permitting.

Costco Wholesale Stores, Costco Wholesale Corporation – Illinois, Indiana, & Michigan | Project Engineer for developments including warehouses, gas stations, and depots on sites up to 160-acre sites. Services include due diligence, surveying, entitlement coordination and site development, and permitting. Dan is the main point of contact for Costco and project architects, providing coordination from the design phase through construction. Dan's recent projects include:

- *Naperville, Illinois – Odgen Avenue & Naperville Road*
- *North Riverside, Illinois – Harlem Avenue (IL Rout 43) & 26th Street*
- *Mishawaka, Indiana – University Drive & Main Street*
- *East Lansing, Michigan – Saginaw Highway (US Route 69) & Park Lake Road*
- *Loves Park, Illinois – Riverside Boulevard & I-90*
- *Naperville, Illinois – Gasoline Addition, 75th Street & IL Route 59*
- *Bolingbrook, Illinois – Gasoline Addition, Boughton Road & Woodward Avenue*
- *Bedford Park, Illinois – Gasoline Addition, State Road, 73rd Street & Cicero Avenue*

Panda Express Restaurants, Panda Restaurant Group, Inc. – Illinois & Wisconsin | Project Engineer for site civil development of new restaurant sites. Services include due diligence, site development, surveying, and coordination with local and state agencies. Dan leads the site development process from concept planning to project close. Dan's recent projects include:

- *Brookfield, Wisconsin – Bluemound Road & Fiserv Drive*
- *Waukesha, Wisconsin – Sunset Drive & Tenny Avenue*
- *Huntley, Illinois – IL Route 47 & Kreutzer Avenue*
- *Chicago, Illinois – Fullerton Avenue*

White Castle Site Improvements – Illinois & Indiana | Project Manager for compliance review compliance and preparation of construction documents to bring multiple sites up to ADA compliance and miscellaneous site improvements. Dan's recent projects include:

- *Schererville, Indiana – US Highway 30 & US Highway 41*
- *Chicago, Illinois – 63rd Street & South Cicero Avenue*
- *Joliet, Illinois – Jefferson Street & Larkin Avenue*
- *Chicago, Illinois – Jeffery Boulevard & East 95th Street*
- *Dolton, Illinois – Sibley Boulevard & Lincoln Avenue*

Costco ADA Improvements, Costco Wholesale Corporation – Michigan, Indiana, Illinois, & Iowa | Project Manager for ADA improvements at 21 Costco stores. Services included compliance review and preparation of construction documents to bring each site into ADA compliance with the correct number of accessible stalls, dimensions, and slopes. Dan provided coordination with the Project Architect and design team to permit all 21 sites in a short timeframe.

Jaycees Park, City of Naperville – Naperville, Illinois | Project Engineer providing site engineering services for the City's first "smart park" which features free Wi-Fi service as well as solar powered USB ports and electrical outlets. The site runs next to the West Branch of DuPage River making grading complicated due to existing floodplain and ADA requirements. Dan led site design and coordinated a plan that would work within the floodplain without requiring fill.



Derrick is V3's Natural Resources Group Leader managing projects involving hydrologic and hydraulic analysis as well as design for roadway and site development floodplain and stormwater management, watershed studies, stream and lake restoration, bank and shoreline stabilization, existing drainage assessment, and remediation. He has a comprehensive understanding of pertinent federal, state, and local stormwater regulations and has extensive experience working hand in hand with municipalities in the greater Chicago Area. His hands-on field experience includes shoreline and streambank stabilization/restoration projects as well as erosion and sediment control issues.

YEARS OF EXPERIENCE

V3: 24 | Total: 25

EDUCATION

Bachelor of Science, Civil Engineering,
Washington University

Bachelor of Arts, Mathematics &
German, North Central College

REGISTRATIONS

Professional Engineer: Illinois,
#062-056276, 2003

Certified Floodplain Manager:
#IL-04-00138, 2004

ASSOCIATIONS

Illinois Association for Floodplain &
Stormwater Management

VOLUNTEER WORK

The Conservation Foundation

Water Street Redevelopment Floodplain & Stormwater Management, Marquette Companies

– *Naperville, Illinois* | Project Manager for improvements for this downtown redevelopment project located along the West Branch DuPage River. Project included new buildings, expanded riverwalk and pedestrian plaza, elevated boardwalk, underground stormwater detention, and compensatory floodplain storage along the existing riverbank. Services included both FEQ and HEC-RAS modeling, compensatory storage design, and DuPage County, IDNR Office of Natural Resources, USACE, and FEMA permitting.

Carpentersville Dam Removal, Forest Preserve District of Kane County

– *Carpentersville, Illinois* | Project Manager for dam removal design and permitting services of a 10-foot-high, low-head, concrete dam within the Fox River. V3 determined ways to use the existing, historic mill races to bypass water during construction. Services included conducting a bathymetric survey, sampling and testing for environmental concerns, hydraulic modeling, wetland delineation upstream and downstream as well as water management, cost estimating and feasibility review. A riffle or rock feature will be incorporated into V3's restoration design to preserve the site as a valuable destination and sense of place for the community.

Lincoln Yards North River Ecology, Sterling Bay Companies – Chicago,

Illinois | Water Resources Quality Assurance and Quality Control for the master planning, design, and permitting for this 53-acre, mixed-use development on former industrial properties located along the North Branch of the Chicago River. A key component of the master plan was the focus on the river, including rehabilitation of river walls, ecological shoreline restoration of stretches of the river, as well as overall health and access to the river.

Sugar Creek Watershed Storm Sewer Analysis, Village of Villa Park – Villa

Park, Illinois | Project Manager for drainage improvements in response to localized flooding which resulted in damage to 53 residences. Project included evaluation of multiple flood mitigation alternatives as well as conceptual cost estimates for implementation and FEMA hazard mitigation grants. A detailed XP-SWMM analysis was created to identify and confirm localized flooding problems.



East Branch DuPage River Resiliency Project, DuPage County – Lisle, Illinois

| Project Manager for evaluation of stormwater resiliency projects along the East Branch DuPage River corridor. Projects will help prepare for future extreme weather events and improve the quality of life in the community. Alternatives include buy outs, levee repairs and modifications, lot specific flood proofing incentive programs, infrastructure modifications, and storage creation using HEC/FEQ floodplain modeling.

Development Review & Inspection Services, Village of Woodridge

– Woodridge, Illinois | Project Manager responsible for stormwater management review services of public and private developments on behalf of the Village, a full-waiver community located in DuPage County. Derrick reviews stormwater management calculations, sediment and erosion control measures, and storm sewer system designs.

River City Flood Hazard Mitigation, River City Facilities Management Company – Chicago, Illinois

| Project Manager for flood mitigation improvements. A flood event had resulted in \$8 million worth of damage and required the evacuation and temporary displacement of several businesses and almost 700 residents. Derrick provided technical flood proofing expertise as well as extensive coordination between the client and several regulatory agencies to assist in the preparation, submittal, and procurement of funding through FEMA's Hazard Mitigation Grant Program.

Chevy Chase Bank Erosion Investigation & Assessment, Wheeling Park District – Wheeling, Illinois

| Project Manager for bank evaluation and assessment of existing water features on the Chevy Chase Golf Course. Project included GPS survey to quantify erosion severity, specifically as it related to cart path and pedestrian safety. Derrick performed the field investigations and survey as well as bank stabilization design recommendations and associated cost estimates.

Hydrologic & Hydraulic Floodplain Analysis, Village of Hebron – Hebron, Ohio

| Quality Assurance and Quality Control for this comprehensive hydrologic and hydraulic analysis of four miles of major stream reaches to improve the accuracy and detail of flood hazard information available to the Village. The project determined that four culverts within the existing system significantly detained flood flows and that one of the storage areas would overflow the detention area. The resultant model has also been provided to FEMA in a letter of map revision (LOMR) submittal.

Manhattan Creek Restoration & Stabilization, The Conservation Foundation – Manhattan, Illinois

| Project Manager for the restoration of approximately 5,200 linear feet of Manhattan Creek. Project included floodplain/floodway analyses, geomorphology analysis and design, and was permitted through the USACE and IDNR. Derrick was responsible for final engineering plans and specifications.

Hadley Valley West Preserve, Forest Preserve District of Will County – New Lenox, Illinois

| Drainage Engineer for restoration of approximately 6,700 linear feet of Spring Creek. The overall restoration plan involved earthwork, drain tile removal, creek re-meandering, installation of riffles, erosion control measures, and planting and seeding of approximately 300 acres of wetland and savanna communities. Derrick was responsible for the final engineering plans, general specifications, and special provisions as well as the floodplain and floodway analyses, geomorphology analysis, re-meander design, and permitting through USACE and IDNR.

Pape Island Shoreline Stabilization, Fox Waterway Agency – Fox Lake, Illinois

| Drainage Engineer for engineering design and construction oversight for bank stabilization of 2,100 linear feet of shoreline that was severely eroded by wind, boat waves, and ice shear during spring melts. The construction obstacles of providing materials and equipment to the shoreline of an island were overcome through creative design and implementation techniques within the stabilization methods themselves. Derrick was responsible for the construction oversight including field design changes, preparation of engineer daily reports, review of payment requests, and coordination with the owner, contractors, and regulatory agencies.

1900 Spring Road South, Franklin Partners, LLC – Oak Brook, Illinois

| Permitting Specialist for redevelopment of an eight-acre office property. Project included both steady state and unsteady (FEQ) hydraulic modeling. Proposed improvements modified the regulatory floodway and floodplain and required approvals from the Village, DuPage County, IDNR-OWR, and FEMA.

PETER REINHOFER, P.E.

TRAFFIC ENGINEER



Peter is a Senior Project Manager with experience in transportation engineering, urban planning, traffic engineering, and transportation planning working with both public and private sector clients. Through his work on numerous projects at the state and regional level mixed with local community and private development studies, Peter has been a leader in creating a balanced approach to transportation planning that serves transit, pedestrians, bicyclists, and motorists while creating a safe and comfortable environment for all users.

YEARS OF EXPERIENCE

V3: 14 | Total: 25

EDUCATION

Bachelor of Science, Civil Engineering,
Marquette University

CONTINUING EDUCATION

ACEC Illinois: IDOT Phase I Training
PSMJ: Project Manager Bootcamp
Northwestern University: Highway
Capacity Workshop
University of Wisconsin: Timing Traffic
Signals
Wisconsin DOT: Paramics Training

REGISTRATIONS

Professional Engineer: Illinois,
#062-056323, 2003

ASSOCIATIONS

American Public Works Association
Institute of Transportation Engineers

Water Street Redevelopment Streetscape Improvements, City of Naperville & Marquette Companies

– *Naperville, Illinois* | Traffic Engineer for this high-profile, two-acre redevelopment in downtown Naperville with a 524-space parking structure as well as hotel, office, retail, and restaurant land use. Project included a new retaining wall along the DuPage River which created pedestrian access to the river walk network. Streetscape improvements included new storm sewer and watermain, new traffic signal at the intersection of N. Aurora Avenue and Webster Street, decorative street lighting, ADA sidewalk, ramp, and brick pavers. Peter assisted with the traffic analysis and developing a “Toolbox” of traffic operation modifications that can be implemented as traffic issues arise in the area.

Freedom Plaza, Superhost Hospitality

– *Naperville, Illinois* | Project Engineer leading the traffic engineering and parking effort for the proposed development which includes a hotel with banquet facility and four restaurants. A parking management and traffic management plan were developed for special events when the banquet hall will be at maximum occupancy, which includes an overflow parking plan with remote parking and shuttles. Peter conducted extensive review of parking facilities at other Chicago-area hotels with banquet facilities to determine parking ratios for the site.

Macy’s Redevelopment at Northbrook Court, Brookfield Properties

Retail – Northbrook, Illinois | Traffic Engineer for the proposed mixed-use redevelopment of 15 acres within the mall for the construction of retail/ restaurants, a grocery store, and a new multi-family building. A traffic impact study was completed to analyze the impacts of the new trips generated by the proposed development taking into account the reduction in traffic due to the demolition of the existing Macy’s building. Additionally, an assessment of the Ring Road was conducted which included as assessment of rerouting the internal circulation to improve the internal operations of the mall.

Parking Lot 10 Improvements & Green Infrastructure Elements, Village of Oak Park – Oak Park,

Illinois | Traffic Engineer for the traffic impact study of Parking Lot 10 as part of a green infrastructure partnership program grant awarded to the Village by Metropolitan Water Reclamation District of Greater Chicago. The study will determine if a one-way option can be configured to allow for better traffic flow as well as to gain more space for sidewalks. The parking lot will likely be designed as a permeable paver lot to mimic the look of the rest of the Village’s brick sidewalks and streets, and lighting improvements to the parking lot will also be considered.



State Street Multimodal Implementation Plan, City of Lockport

– Lockport, Illinois | Project Manager for a complete streets project to provide solutions to the current design of State Street, which is an impediment to the growth of downtown Lockport and acts as a barrier that separates the east side of downtown from the west side. Peter led the effort to meet with local stakeholders and IDOT and held a community workshop to introduce the purpose of the project, gain an understanding of community concerns, and develop goals and visions for the area.

Restoration Hardware Development at Oakbrook Center, Brookfield

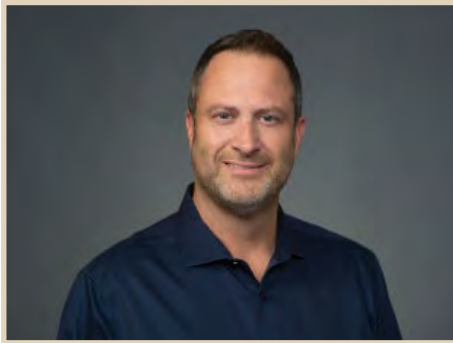
Properties Retail – Oak Brook, Illinois | Traffic Engineer for the proposed development of a 42,000-square-foot Restoration Hardware located in an existing parking lot area along 22nd Street. Peter led the traffic impact study to determine potential impacts to the external and internal roadways and intersections. A review of the internal circulation was also conducted to integrate the site with the rest of the mall.

Traffic Engineering Review Services, Villages of Woodridge & Villa Park

– Woodridge & Villa Park, Illinois | Project Manager providing traffic engineering and review services as part of larger Village review services contracts and include traffic projections, traffic modeling, transportation studies, intersection design studies, and traffic signal design. V3 has developed a streamlined approach to review services that benefit both the client and developers. In addition, improvements are recommended to existing transportation systems to improve safety and mobility for vehicular and non-vehicular traffic through a reduction in congestion and increased efficiency.

Various Transportation Studies – Illinois & Indiana | Project Manager/Engineer for numerous traffic engineering studies. The scope of work for the traffic studies included data collection, existing and future intersection capacity analyses, traffic signal warrant analysis, development of alternatives to mitigate impacts, and feasibility analyses of alternatives. Submittal to local villages, towns, cities, counties, and IDOT was required. Provided below is a representative list of completed traffic impact studies:

- *IL Route 83 Widening & Improvements at 10 N. Main Street – Mount Prospect, Illinois*
- *Greater Chicago Food Depository TIS – Chicago, Illinois*
- *Oak Brook Medical Office TIS – Oak Brook, Illinois*
- *7-Eleven Fuel Store TIS – Downers Grove, Illinois*
- *7-Eleven Fuel Store TIS – Alsip, Illinois*
- *Northbrook Court Macy's Redevelopment TIS – Northbrook, Illinois*
- *IBLP Redevelopment TIS – Hinsdale, Illinois*
- *Downtown Highwood Mixed-Use Redevelopment TIS – Highwood, Illinois*
- *Pulte Kildeer Development Roadway Design – Kildeer, Illinois*
- *IL Route 47 Warehouse Development TIS – Morris, Illinois*
- *Deer Crossing of Joliet TIS – Joliet, Illinois*
- *Authentix Residential Development TIS – McHenry, Illinois*
- *Authentix Residential Development TIS – Cottage Grove, Wisconsin*
- *Downtown Elmhurst Multi-Family Redevelopment TIS – Elmhurst, Illinois*
- *1241 W. Division Street Redevelopment TIS – Chicago, Illinois*
- *Molto Properties 75th Street Redevelopment TIS – Woodridge, Illinois*
- *Kroger Fuel Site TIS – Findlay, Ohio*
- *Christ Church of Oak Brook TIS – Oak Brook, Illinois*
- *Central DuPage Hospital Traffic Analysis – Winfield, Illinois*
- *YRC Freight Truck Terminal TIS – Chicago Ridge, Illinois*
- *King Abdulaziz City for Science & Technology – Riyadh, Saudi Arabia*
- *Lisle Transitional Care TIS – Lisle, Illinois*
- *ITW David Speer Academy High School TIS – Chicago, Illinois*
- *Industrial Redevelopment TIS & Roadway/Signal Plans, IL Route 53 – Romeoville, Illinois*
- *Main Street Village TIS & Traffic Signal Plans – Lisle, Illinois*
- *American Academy of Pediatrics TIS – Itasca, Illinois*
- *Pedestrian Signal Modifications – Mount Prospect, Illinois*
- *Children's Learning Academy TIS – Aurora, Illinois*
- *Weber & Normantown Retail Center – Romeoville, Illinois*



Ryan is a Senior Project Manager with environmental consulting experience in many key areas including project management, due diligence, environmental remediation, strategic planning and analysis, regulatory compliance and negotiations, and client relations. In addition, Ryan has experience in wastewater permitting, water and stormwater compliance, clean construction demolition and debris certification, Illinois Site Remediation Program, Emergency Planning and Community Right-to-Know Act, National Pollutant Discharge Elimination System permit program, and Resource Conservation and Recovery Act.

YEARS OF EXPERIENCE

V3: 9 | Total: 27

EDUCATION

Bachelor of Science, Environmental Engineering, Purdue University

CONTINUING EDUCATION

OSHA HAZWOPER:

- 40-hour/8-hour Refresher
- Supervisor

REGISTRATIONS

Professional Engineer: Illinois, #062-056669, 2003

ASSOCIATIONS

American Railway Engineering & Maintenance-of-Way: Committee 13-Environmental

Former Texaco Petroleum Refinery Reuse, City of Lockport – Lockport, Illinois | Senior Environmental Engineer providing pre-acquisition environmental due diligence services to assist the City of Lockport in shaping future reuse of nearly 200 acres of the former Texaco petroleum refinery which is bisected by the I&M Canal and located along the Chicago Sanitary and Ship Canal. Pre-acquisition services included in-depth reviews and consultation related to the investigation, risk-assessment, and remediation documentation underlying the closure activities, as well as in-depth review of the RCRA post-closure permit, including the closure status of hazardous waste management units and solid waste management units. V3 also completed an “all appropriate inquiry” compliant Phase I environmental site assessment prior to the City taking title of the land as well as a Phase II environmental site assessment of 13 acres.

Sims Metal Management, Sterling Bay – Chicago, Illinois | Senior Project Manager for the environmental assessment, remediation, and regulatory closure of a five-acre former scrap metal recycling site located along the North Branch of the Chicago River. Environmental conditions included leaking petroleum underground storage tanks, bailer hydraulic oil releases, TSCA PCBs, PNAs, and various heavy metals. Ryan was responsible for remediation management of the site remediation program properties, including managing environmental subcontractors, development and execution of IEPA approved remedial action plans, establishing and satisfying client redevelopment objectives, health and safety, schedule and budget management, remedial strategies, resource management of environmental consulting team, and negotiations with IEPA and USEPA.



Lincoln Yards North Site Preparation & Cleanup, Sterling Bay – Chicago, Illinois | Senior Project Manager for the environmental assessment, remediation, and regulatory closure of more than 55 acres of assembled land planned for future redevelopment. The land sites include the Former A. Finkl & Sons Co. steel mill, former Lakin General Corporation facility, and a former Sims Metal Management scrap metal recycling facility. Ryan is responsible for remediation management of the site remediation program properties including managing environmental subcontractors, development and execution of IEPA approved remedial action plans, establishing and satisfying client redevelopment objectives, health and safety, schedule and budget management, remedial strategies, resource management of environmental consulting team, and negotiations with IEPA and USEPA.

Central Plaza Redevelopment, Village of Mount Prospect – Mount Prospect, Illinois | Project Manager for a multiple underground storage tank removal and dry cleaner investigation as well as remediation project through the site remediation program. Project included successful pre-treatment of chlorinated solvents to lower contaminant levels below resource conservation and recovery act land disposal restrictions. Ryan received a no further remediation letter to position the site for residential redevelopment.

Crawford Generating Station, 39 North LLC – Chicago, Illinois | Senior Project Manager for environmental assessment, remediation, and regulatory closure of a 70-acre, former coal-fired power plant for future redevelopment. Ryan is responsible for overall environmental program management, including establishing and satisfying client redevelopment objectives and stakeholder management. He is also providing direction of V3's project team, schedule and budget management, remedial strategies, approval and negotiation of cleanup plans with the IEPA, overall project reporting, and managing subcontractors.

Former BP Refinery – Wood River, Illinois | Project Account Manager for the resource conservation and recovery act remediation at the closed BP refinery. Ryan was responsible for ensuring compliance with two resource conservation and recovery act Part B permits including groundwater monitoring, corrective action investigations, agency reporting, remediation system strategy, and implantation, plus site and system maintenance. He also managed the \$8-million annual budget for remediation and site operations activities, including cost estimation and spend forecasting, development of site health, safety, and environment program, negotiating with regulatory stakeholders, and assisting in the creation a three-dimensional tax parceling concept.*

Ameren LaSalle Canal, Ameren – LaSalle, Illinois | Senior Project Manager providing owners representative services for the management of on-site environmental remediation related to a former manufactured gas plant. V3 is responsible for achieving project goals and milestones safely within approved project schedules and cost parameters to reduce environmental liabilities and associated reserves. Ryan is acting as client liaison to various stakeholders including consultants, subcontractors, regulatory agencies, municipalities, communities, and other stakeholders.

Various Environmental Compliance Projects, Sears, Roebuck, & Co. – Illinois | Account Manager responsible for directing commercial retail teams serving \$2 million in annual projects. Ryan managed compliance projects, including Phase I and II Investigations, oil and water separator engineering systems, permitting and installations, groundwater monitoring, and site closures. Other responsibilities included coordinating projects for client programs including hydraulic lift removal, spill prevention, control and countermeasure plans, soil and vapor extraction system remediation, and reagent injection.*

Lincoln Yards South Air Monitoring, Sterling Bay – Chicago, Illinois | Senior Project Manager responsible for managing third-party air monitoring during demolition activities. V3 established and monitors a network of fence line air sensors and works closely with the contractors to alert them of potential air quality issues generated by onsite activities. Additionally, the V3 team is developing a project record that demonstrates effective dust suppression and project controls during demolition activities.

TIMOTHY R. PECENIAK, P.E.

TESTING SERVICE CORPORATION

**Senior Geotechnical Engineer
Geotechnical Engineering Department****PRIMARY RESPONSIBILITIES**

Project Supervision and Preparation of Geotechnical Reports.

EDUCATION

B.S. in Civil Engineering, University of Illinois, 2003

PROFESSIONAL REGISTRATION

Professional Engineer: Illinois, No. 062.061269, 2008

PROFESSIONAL EXPERIENCE

Testing Service Corporation, Project Engineer, August 8, 2005 - Present
Everest Engineering, Geotechnical Engineer, 2004 - 2005

EXPERIENCE HIGHLIGHTS

Mr. Peceniak's primary responsibilities includes planning, supervision, analysis and report preparation of geotechnical investigations for numerous types of projects such as roadways, culverts, retaining walls and bridges as well as sewers, water mains, lift stations, elevated water towers and wastewater treatment facilities. Other types of projects include residential, industrial, commercial and business park developments as well as monopole sign structures.

Recommendations have included shallow foundations and deep foundation systems such as drilled piers (caissons) and driven piles as well as aggregate piers. Other responsibilities include global stability of geogrid-reinforced segmental, sheet piling and concrete retaining walls, as well as embankments, cut slopes and earthen embankments modeled by computer studies. His experience includes numerous projects where various types of retaining wall systems were evaluated for a given set of surface and subsurface conditions. He has evaluated pavement conditions and created pavement designs for large commercial and residential roadways.

His early experience as a field/geotechnical engineer included supervision of boring layout, utility clearance and supervision of geotechnical drilling and sampling, testing and observation of foundation soils and engineered fill. This work also included laboratory testing as well as direct supervision of quality control testing for concrete, asphalt and soil.

SELECTED PROJECT EXPERIENCE**Building Redevelopment, Northfield, Illinois - 2022**

Redevelopment plans called for the construction of an approximate 10,000 sf building to replace the existing buildings at the site. The proposed building will likely consist of a 1 to 2-story structure with a 10-foot basement under a part of the building.

Industrial Redevelopment, Lake Zurich, Illinois - 2021

Industrial redevelopment was planned for a 19-acre site. The two existing buildings and pavements were to be demolished to make way for new construction. Proposed building plans were not determined at the time the report was written.

Industrial Redevelopment, Chicago, Illinois - 2021

Industrial redevelopment was planned for a 31-acre site. The various existing buildings as well as pavements were to be demolished to make way for new construction. Plans called for the construction of three (3) new industrial type buildings at the site. The buildings were to consist of 1 to 2-story slab-on-grade structures that are about 60,000 to 340,000, sf in size.



Karsten D. Pawlik

Summary of Qualifications

- Bachelor of Science in Civil Engineering
- Experience in layout, supervision, estimating and project management.
- Extensive computer experience in Excel, Primavera, Hard Dollar, Agtek, Paydirt, Bidtek, Timeline and Profession File

Work Experience

Alpine Demolition Services, LLC – July 2002 - Present

- Operations Manager responsible for safety and project management.

American Demolition Corporation - January 1995 – July 2002

- Project Manager responsible for a variety of selective and complete demolition projects
- Estimator for large array of demolition projects from simple houses to complex industrial plants.
- Corporate Safety Director directing safety policy, training and job site actions.
- Responsibilities include planning and coordination of crews to assure that all projects are performed as per plans and specifications

Jensen of Jacksonville - April 1993 - January 1995

- Project Engineer and estimator for several City of Jacksonville, Florida Dept. of Transportation and Jacksonville Transit Authority projects, and private projects
- Project Engineer responsibilities include pay estimates, change orders, scheduling and other tasks to assist the Project Manager
- Estimating responsibilities include take-off, pricing and planning of road work including earth work, concrete flat work, storm, water and sewer

Plote, Inc. - May 1990 - April 1993

- Estimator and Project Manager responsible for a variety of public (IDOT, County and City) and private (subdivisions, shopping centers) projects
- Estimating quantity take off, job costing, subcontractor negotiations, and marketing in order to become the successful bidder
- Project Manager duties include scheduling, budgeting, change order tracking, and a variety of problem solving issues to assure success of the project

Plote, Inc. - 1989 (Summer)

- Field Engineer responsible for reading and interpreting of plans for the layout of an eighteen (18) hole golf course

Paschen-American Joint Venture - 1988 (Summer)

- Earth moving foreman assisting in the supervision, management, and documentation of a large earth moving operation (construction of Interstate 355)

E & E Hauling - 1986 (Summer)

- Wrecking foreman assisting in ordering trucks, equipment and materials for small demolition projects

Karsten D. Pawlik

(continued)

Education

Master of Business Administration - May, 1997

Northern Illinois University - DeKalb, IL (Hoffman Estates Campus)

- General degree in business with an emphasis on management
- Course work included finance, accounting, marketing and management information sciences

Bachelor of Science in Civil Engineering - May, 1990

University of Florida - Gainesville, FL

- Course work included construction management, soils, waste waters, structures, surveying, transportation, and computer programming

Major Projects

- **Wrigley Field Renovations**
- **Metra Englewood Flyover Bridge**
- **Hangers, Food Kitchens, Equipment Maintenance, Fire Station Buildings for O'Hare Airport 9C-27C expansion.**
- **Des Plaines and O'Hare Oasis over ISTHA.**
- **Cook County Hospital Fantus Hall**
- **CDB Illini Hall**

Associations

Current

VP of Illinois Mechanical & Specialties Contractors Assoc.

Board Member National Demolition Association

- **Industry Committee Member**
- **2023 Convention Chair**

Risk Control Chair for TITAN Insurance.

Past

ASA Chicago President and Board Member

Fox Valley AGC Board Member

Cub Scout Den Leader

Tri City's Football Coach



DESIGN FOR A CHANGING WORLD

SOLOMON CORDWELL BUENZ

625 N. Michigan Avenue
Chicago, IL 60611
T 312.896.1100

ARCHITECTURE | PLANNING | INTERIOR DESIGN

WWW.SCB.COM

Prior to commencement of the 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 .
 - 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.

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

Change Order: *Downtown Riverfront Property Feasibility Study*

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? 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 _____

City Administrator _____ date _____

Contractor/Professional Service Provider _____ date _____

MINUTES
THE CITY OF ST. CHARLES
GOVERNMENT OPERATIONS COMMITTEE
ALD. STEVE WEBER, CHAIR
MONDAY, MAY 6, 2024
IMMEDIATELY FOLLOWING THE CITY COUNCIL MEETING
CITY COUNCIL CHAMBERS – 2 EAST MAIN STREET

1. Call to Order

The meeting was called to order by Chair Weber at 7:17 pm.

2. Roll Call

Present: Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz, Ald. Lencioni, Ald. Gehm, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber. **Absent:** none.

3. Administrative - None

4. Omnibus Vote

Items with an asterisk (*) 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.

Chair Weber removed item 7a from the Omnibus vote.

Motion by Ald. Wirball, second by Ald. Pietryla to approve the Omnibus items.

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

5. Finance Department

- a. Recommendation to approve a Resolution authorizing a Service Agreement with the St. Charles History Museum for FY 2024-2025 in the amount of \$60,000.

Bill Hannah reminded the Committee this service agreement was discussed on February 5, 2024. The funding amount is an increase of \$10,000 and is consistent with the amount reflected in the 2024-2025 City budget.

Motion by Ald. Bongard, second by Ald. Wirball to approve a Resolution authorizing a Service Agreement with the St. Charles History Museum for FY 2024-2025 in the amount of \$60,000.

Voice Vote: Ayes: Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz, Ald. Lencioni, Ald. Gehm, Ald. Pietryla, Ald. Wirball, Ald. Bessner. Nays: None. Absent: None. Ald. Weber did not vote as Chair. **Motion Carried.**

- b. Recommendation to approve a Resolution authorizing a Service Agreement with the St. Charles Business Alliance in the Amount of \$798,600 for FY 2024-2025.

Derek Conley reminded the Committee this service agreement was discussed on February 5, 2024. The funding amount is an increase of \$100,000 and is consistent with the amount reflected in the 2024-2025 City budget.

Motion by Ald. Bongard, second by Ald. Gehm to approve a Resolution authorizing a Service Agreement with the St. Charles Business Alliance in the Amount of \$798,600 for FY 2024-2025.

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

- *c. Budget Revisions April 2024.

Motion by Ald. Wirball, second by Ald. Pietryla to approve Budget Revisions April 2024.

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

6. Information Systems

- *a. Recommendation to approve a Resolution authorizing an agreement with Infor (US), LLC for annual software maintenance and support services for \$213,778.

Motion by Ald. Wirball, second by Ald. Pietryla to approve a Resolution authorizing an agreement with Infor (US), LLC for annual software maintenance and support services for \$213,778.

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

- *b. Recommendation to approve a Resolution authorizing a three-year agreement with VertiGIS in the amount of \$27,191.

Motion by Ald. Wirball, second by Ald. Pietryla to approve a Resolution authorizing a three-year agreement with VertiGIS in the amount of \$27,191.

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

7. Police Department

- a. Recommendation to approve street closure for the annual Farmers Market from June through October.

This item was removed from the Omnibus vote.

Chief Keegan briefly explained that the Farmers Market has taken place at the Baker Memorial Church location for several years without any problems.

Ald. Wirball asked if moving the market to the 1st Street Plaza would be an option as an alternate location in the future. Heather McGuire explained the City is working on a policy regarding the usage of the plaza and that there will be discussions between City staff and Council once that policy is finalized.

Motion by Ald. Muenz, second by Ald. Gehm to approve street closure for the annual Farmers Market from June through October.

Voice Vote: Ayes: Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz, Ald. Lencioni, Ald. Gehm, Ald. Pietryla, Ald. Wirball, Ald. Bessner. Nays: None. Absent: None. Ald. Weber did not vote as Chair. **Motion Carried.**

- b. Recommendation to amend City **Ordinance** Title 5 “Business Licenses and Regulations” by adding Chapter 5.56 “Ice Cream Vending Vehicles” to the St. Charles Municipal Code.

Chief Keegan explained at the request of several residents, City officials have researched ordinances regarding ice cream truck vending from multiple surrounding communities and have drafted an ordinance to regulate these vehicles and businesses for the City of St. Charles. He stated this ordinance would be similar to what is currently in place for door-to-door solicitors and carnival workers. The provisions would include an application process, a police department background check, which would include drivers license check, insurance on the vehicle, and a

criminal history check. The police department will also inspect the vehicles, issue a photo ID, and ensure there is a license or permit issued by Kane or DuPage County Health Department. He added additional provisions would be hours of operations of 10:00 am – 8:00 pm, pedaling would be prohibited from the driver’s side, music would be prohibited while driving, but tones would be allowed.

It was requested by several Alderpersons to provide public notice in form of a vehicle sticker or something similar to be displayed on any ice cream truck doing business within the City. Chief Keegan stated that he will make an amendment to the ordinance forward it to the City Council for approval.

Motion by Ald. Pietryla, second by Ald. Lencioni to amend City Ordinance Title 5 “Business Licenses and Regulations” by adding Chapter 5.56 “Ice Cream Vending Vehicles” to the St. Charles Municipal Code.

Voice Vote: Ayes: Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz, Ald. Lencioni, Ald. Gehm, Ald. Pietryla, Ald. Wirball, Ald. Bessner. Nays: None. Absent: None. Ald. Weber did not vote as Chair. **Motion Carried.**

8. Economic Development

- a. Recommendation to approve a **Resolution** Authorizing a Professional Services Agreement with Solomon Cordwell Buenz (SCB) for a Downtown Riverfront Property Feasibility Study in the amount of \$118,680.

Derek Conley reminded Council that in September 2023, staff was directed to issue a Request for Proposals for a Downtown Riverfront Property Feasibility Study for the former Police Department site. The intent of the study is not to propose development plans, but to collect data to provide the City with more information to properly evaluate development options. The scope of services is limited to a technical analysis of the site. SCB will provide environmental, geotechnical, floodplain, and utility analyses. SCB was the only consultant firm to submit a proposal and has a proven record of working on similar projects. The study is expected to be completed in four to five months.

Ald. Wirball asked if SBC will be utilizing the results from Desman Consulting for the traffic and parking analyses. Derek Conley explained SBC will rely on the counts that Desman gathered to discuss what type of developments could go there and if more parking would be needed to accommodate. He further explained that they would be utilizing cameras to gather traffic counts to give some indication of the number of cars, bikes, and pedestrians.

Ald. Pietryla asked if there would be any closures or excavations that would impact the trail. Derek Conley stated there would be some soil borings but that would not result in any type of closures.

Motion by Ald. Wirball, second by Ald. Pietryla to approve a Resolution Authorizing a Professional Services Agreement with Solomon Cordwell Buenz for a Downtown Riverfront Property Feasibility Study in the amount of \$118,680.

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

9. Public Comment

Paul McMahon appreciated the Downtown Riverfront Feasibility Study and asked if the information would be available to the public. Derek Conley stated the information he presented is on the City's website.

Dean Bemis asked what would be the role of each consultant. Derek Conley explained the three sub-consultants are the technical engineers and they will be the ones that will create the simple report. It will be the planning firm that will be putting all the information together into the larger report.

Art Lemke commented on the importance of current and future parking and traffic studies on State Street.

10. Additional Items from Mayor, Council or Staff

Derek Conley gave an update on the Smithfield Foods project. He explained the odor is due to an increase in production. Smithfield took action to help mitigate the odor by including a diffuser system with their wastewater plant. He stated that this has helped some but has not solved the odor problem completely. Smithfield has taken further action and has approved funding for engineering a lid that would cover the wastewater tank. The engineering plans have been submitted to the City and will also require review from the Illinois EPA. The City has also hired a consultant that is skilled with reviewing this to help expedite the process. City staff will give updates to Council during the permit process.

Heather McGuire updated Council on Pheasant Run. She stated the contractor is ready but is waiting for the construction of the crane. Once the final pieces of the crane is assembled and all the safety checks are performed, demolition of the tower will begin. The original 6 to 8-week timeline is expected. She added that City staff is continually working with the receiver to correct any issues that area businesses may be experiencing with the debris and clean-up.

Ald. Pietryla and Ald. Wirball expressed their concerns regarding some parking issues that have occurred on the Walnut Avenue closure and thanked the Police Department for responding to them. They asked the City staff if any mitigations were being implemented to help resolve this issue. Heather McGuire stated the Police Department is actively monitoring the area to make sure that the street is being used as intended by direction of Council. Derek Conley added that staff has been in communication with the Police Department to issue tickets that are outside of the license agreement.

11. Adjournment

Motion by Ald. Lencioni, second by Ald. Ghem to adjourn the meeting at 7:52 pm.

Voice Vote: Ayes: Ald. Silkaitis, Ald. Foulkes, Ald. Bongard, Ald. Muenz, Ald. Lencioni, Ald. Gehm, Ald. Pietryla, Ald. Wirball, Ald. Bessner. Nays: None. Absent: None. Ald. Weber did not vote as Chair. **Motion Carried.**

:ts

**City of St. Charles, Illinois
Resolution No. 2024- __**

A Resolution Authorizing the Mayor and City Council to Execute a Business Improvement Grant Agreement between the City of St. Charles and Maple Leaf Roasters (1 West Illinois Street)

**Presented & Passed by the
City Council on _____**

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 Business Improvement Grant Agreement, 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 20th day of May, 2024.

PASSED by the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, this 20th day of May, 2024.

APPROVED by the Mayor of the City of St. Charles, Kane and DuPage Counties, Illinois, this 20th day of May, 2024.

Lora A. Vitek, Mayor

Attest:

City Clerk/Recording Secretary

Voice Vote:

Ayes:

Nays:

Absent:

Abstain:

Resolution No. _____

Page 2

Exhibit "A"

Business Improvement Grant Agreement between the City of St. Charles and Maple Leaf
Roasters (1 West Illinois Street)

City of St. Charles
BUSINESS IMPROVEMENT GRANT
Award Agreement

1 West Illinois St, St. Charles, IL 60174
(Maple Leaf Roasters – Alex Behrens)

THIS AGREEMENT, entered into this _____ day of _____ 2024, between the City of St. Charles, Illinois (hereinafter referred to as "CITY") and the following designated APPLICANT, to wit:

APPLICANT Name: **Alex Behrens**

Address of Property to be Improved: **1 West Illinois St, St. Charles, IL 60174**

PIN Number(s): **09-34-129-001-000**

Property Owner's Name: **FOX ISLAND LIMITED PARTNERSHIP**

WITNESSETH:

WHEREAS, the CITY has established a **BUSINESS IMPROVEMENT GRANT** program to provide matching grants for permanent Building Improvements for eligible businesses as defined in the Program Guidelines; and

WHEREAS, APPLICANT(S), desires to install related Building Improvements to the above-described property that are eligible for reimbursement under the Business Improvement Grant Award; and

WHEREAS, said Business Improvement Grant Program is administered by the CITY and is funded from the general fund for the purposes of improving the commercial building stock along the major commercial corridor and downtown area of the CITY and preventing blight and deterioration; and

WHEREAS, the above-described property for which the APPLICANT seeks a grant is located within the area eligible for participation in the Business Improvement Grant Award

Program.

NOW, THEREFORE, in consideration of the mutual covenants and agreements obtained herein, the CITY and the APPLICANT do hereby agree as follows:

SECTION 1: The APPLICANT understands and agrees that only the cost of eligible Building Improvements located on the parcels with the following PIN(s) **09-34-129-001-000**, shall be considered reimbursable as described in Exhibit I. The CITY will reimburse the APPLICANT up to 50% of the cost of labor, materials and equipment necessary to install Building Improvements in accordance with the approved plans, specifications and cost estimates attached hereto as Exhibit “I” (the “Eligible Building Improvements Cost Estimate”), but in no event more than the maximum amounts as defined below:

Total improvement costs: \$62,980
Eligible Building Improvements cost: \$62,600
City’s Share @ 50% up to a maximum of \$25,000

Labor by the APPLICANT (“sweat equity”) is not a reimbursable expense. All Building Improvements shall be installed in accordance with approved building permit plans, subject to minor revisions as may be approved by a representative of the CITY due to field conditions not known at the time of design, and similar circumstances beyond the APPLICANT’s control.

SECTION 2: The Director of Community & Economic Development, or designee, shall inspect the Building Improvements installed pursuant to this Agreement and shall include any required permit inspections by the CITY. All work that is not in conformance with the approved plans and specifications shall be remedied by the APPLICANT and deficient or improper work shall be replaced and made to comply with the approved plans and specifications and the terms of this Agreement.

SECTION 3: Upon completion of the Building Improvements and upon their final inspection and approval by the Director of Community & Economic Development, or designee, the APPLICANT shall submit to the CITY a properly executed and notarized contractor statement

showing the full cost of the Building Improvements as well as each separate component amount due to the contractor and each and every subcontractor involved in furnishing labor, materials or equipment in the work. In addition, the APPLICANT shall submit to the CITY proof of payment of the contract cost pursuant to the contractor's statement and final lien waivers from all contractors and subcontractors. The CITY shall, within thirty (30) days of receipt of the contractor's statement, proof of payment and lien waivers, and "before" and "after" pictures of the property, reimburse the APPLICANT for the 50% of the actual construction and materials cost or the maximum amount specified in this Agreement, whichever is less.

At its sole discretion, CITY may reimburse APPLICANT in two payments. The first reimbursement may be made only

1) Upon completion of Building Improvements representing 40% or more of the maximum reimbursement specified in Section 1 hereof and,

2) Upon receipt by CITY of the all invoices, contractor's statements, proof of payment and notarized final lien waivers for the completed Building Improvements and,

3) Upon a determination by the Director of Community & Economic Development, or designee, that the remainder of the Building Improvements are expected to be delayed for thirty days or more following completion of the initial work due to weather, availability of materials, or other circumstances beyond the control of the APPLICANT. The second, final reimbursement payment shall be made by CITY only upon submittal of all necessary documents as described herein.

SECTION 4: All Building Improvements must be completed within 270 days after the approval of this Agreement. Extensions may be approved by the Director of Community & Economic Development, prior to the expiration of the said 270 days. Projects which have not received an extension and have not been completed within 270 days will not receive funding.

SECTION 5: If the APPLICANT or his contractor fails to complete the Building Improvements provided for herein in conformity with the approved plans and specifications and the terms of this Agreement, then upon written notice being given by the Director of Community & Economic Development to the APPLICANT, by certified mail to the address listed above, this

Agreement shall terminate and the financial obligation on the part of the CITY shall cease and become null and void.

SECTION 6: Upon completion of the Building Improvements pursuant to this Agreement and for a period of five (5) years thereafter, the APPLICANT shall be responsible for properly maintaining such Building Improvements in finished form and without change or alteration thereto, as provided in this Agreement, and for the said period of five (5) years following completion of the construction thereof, the APPLICANT shall not enter into any Agreement or contract or take any other steps to alter, change or remove such Building Improvements, or the approved design thereof, nor shall APPLICANT undertake any other changes, by contract or otherwise, to the Building Improvements provided for in this Agreement unless such changes are first approved by the Director of Community & Economic Development, Designee, or City Council, whichever the case may be. Such approval shall not be unreasonably withheld if the proposed changes do not substantially alter the original design concept of the Building Improvements as specified in the plans, design drawings and specifications approved pursuant to this Agreement.

In the event that any of the Building Improvements are removed during the term of this agreement the APPLICANT and/or the Owner shall repay the CITY all grant funds received pursuant to this Agreement and shall pay any costs and fees including reasonable attorney's fees incurred by the CITY to collect said grant funds. The amount of repayment required to be paid by the APPLICANT and the OWNER shall be reduced by 20% for every full year that this Agreement has been in effect at the time of the required repayment.

If within the 5-year maintenance period improvement is damaged by automobiles, wildlife, acts of nature, or stolen or any other cause, the APPLICANT shall install and pay for replacements.

In the event of inadequate maintenance, the CITY shall give the owner reasonable notice of conditions to be corrected. In the event that substandard maintenance still exists after thirty (30) days, OWNER shall repay the CITY all grant funds received pursuant to this Agreement and pay all costs and fees, including attorney fees, of any legal action taken to enforce the maintenance of the Building Improvements.

SECTION 7: The APPLICANT covenants and agrees to indemnify and hold harmless the

CITY and its officials, officers, employees and agents from and against, any and all losses, claims, damages, liabilities or expenses, of every conceivable kind, character and nature whatsoever arising out of, resulting from or in any way connected with directly or indirectly with the Business Improvement Grant Award(s) which are the subject of this Agreement. The APPLICANT further covenants and agrees to pay for or reimburse the CITY and its officials, officers, employees and agents for any and all costs, reasonable attorneys' fees, liabilities or expenses incurred in connection with investigating, defending against or otherwise in connection with any such losses, claims, damages, liabilities, or causes of action. The CITY shall have the right to select legal counsel and to approve any settlement in connection with such losses, claims, damages, liabilities, or causes of action. The provisions of this section shall survive the completion of said building improvement(s).

SECTION 8: Nothing herein is intended to limit, restrict or prohibit the APPLICANT from undertaking any other work in or about the subject premises, which is unrelated to the Building Improvements provided for in this Agreement.

SECTION 9: This Agreement shall be binding upon the CITY and upon the APPLICANT and its successors and assigns with respect to the property on which the Building Improvements are installed, for a period of five (5) years from and after the date of completion and approval of the building improvement provided for herein. It shall be the responsibility of the APPLICANT to inform subsequent owners and lessees of the provisions of this Agreement.

IN WITNESS THEREOF, the parties hereto have executed this Agreement on the date first appearing above.

APPLICANT

PROPERTY OWNER
(if different from APPLICANT)

CITY OF ST. CHARLES: _____

Mayor or Director of Economic Development

ATTEST: _____

City Clerk

Applicant contact information:

Phone: _____

Fax: _____

Email: _____

Property Owner's information, if different than applicant:

Phone: _____

Fax: _____

Email: _____

Exhibit I

Eligible Expenses Cost Estimate

PROPOSAL

J&W Construction

A Name You Can Trust
110 Rolling Knolls Ave.
Elgin, IL 60120
630-965-7325

PROPOSAL SUBMITTED TO <i>MAPLE LEAF ROASTERS</i>		PHONE
STREET <i>1 W ILLINOIS</i>		JOB NAME
CITY, STATE and ZIP CODE <i>ST CHARLES</i>		JOB LOCATION
ARCHITECT	DATE OF PLANS	JOB PHONE

We hereby submit specifications and estimate for:

*to take up decking + railing + Haul away.
New Decking will be TimberTech Coconut Husk
as main Field and DARK ROAST and Border. Railing
will be Impression rail IN BRONZE
TOTAL For material + Labor \$147,600*

*to tear out existing Framing and reframe
deck to original design. \$ 14,600*

*Permit Fees + Architect Fees \$780
TOTAL = ~~\$62,980~~
Paid 20,000 FEB 23rd
Paid 10,000 MAY 1*

We propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of: 32,980 dollars (\$ 32,980)

Payment to be made as follows: Paid in Full at end of Job

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

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

Date of Acceptance _____

Authorized Signature *Just Kelly*

Note: This proposal may be withdrawn by us if not accepted within 2 days

Signature _____

Signature _____

Exhibit II

Checklist for Eligible Improvements & Reimbursements

Improvement Item	Estimated Cost	Work Completed (Yes/No)	Money Spent per Final submittal	Amount Reimbursed
Remove existing deck and replace with new deck	\$62,980.00	Yes		
<u>Total of all eligible improvements</u>	\$62,200.00			
<u>Amount of anticipated grant @ 50% of eligible cost of improvements</u>	\$25,000.00			

Exhibit III – Design and Site Plan



BUSINESS IMPROVEMENT GRANT
Application Packet
Updated July 2021

AWARD APPLICATION FORM

1. APPLICANT INFORMATION:

Name: Alex Behrens
Home Address: 9 E. Elm Ave., Roselle IL 60172
Phone/email: 630-677-7536 / contact@kavadiem.com
Name of Business: Maple Leaf Roasters Cafe Inc. dba Kava Diem
Business Address: 1 W. Illinois St., St Charles IL 60174
Federal Tax ID Number: 93-3278643

(All awards are subject to Federal and State taxes, and are reported to the Internal Revenue Service on Form 1099 (W-9). You are required to provide your taxpayer ID number or social security number as part of the Business Improvement Grant. Property owners and tenants should consult their tax advisor for tax liability information.)

2. PROPERTY INFORMATION:

Address: 1 W. Illinois St.
Property Identification Number: 09-34-129-001.000

3. ARCHITECT/DESIGN PROFESSIONAL:

Name: _____
Address: _____
Phone/email: _____

4. CONTRACTOR(S):

Name: James Kelly / TWIN-INSTALLATIONS
Address: 110 Rolling Knolls Ave Elgin IL 60120
Phone/email: 630-965-7325 / jandwinc@comcast.net



CITY OF
ST. CHARLES
ILLINOIS • 1834

BUSINESS IMPROVEMENT GRANT

Application Packet

Updated July 2021

5. SCOPE OF PROJECT (INCLUDE THE FOLLOWING WITH YOUR SUBMITTAL):

- A. Building Plans accurately drawn to scale, showing proposed improvements.
- B. Cost estimates for materials and labor. (There should be two cost estimates submitted, one for the estimated costs of all improvements to the building and one that highlights only the costs for eligible improvements).

4. STATEMENT OF UNDERSTANDING:

- A. I agree to comply with the guidelines and procedures of the St. Charles Business Improvement Grant.
- C. I understand that I must submit detailed cost documentation, copies of bids, contracts, invoices, receipts and contractors' final waivers of lien upon completion of the approved improvements before any reimbursement payment will be authorized. "Before" and "After" pictures of the project must be submitted before funds will be released.
- D. I understand that work done before a Business Improvement Grant Agreement is approved by staff or the City Council is not eligible for an award.
- E. I understand that Business Improvement Grant reimbursement awards are subject to taxation and that the City is required to report the amount and the recipient of said awards to the Internal Revenue Service.

Signature of Applicant:

Ally Behm

If the applicant is someone other than the owner of the property, the owner(s) must complete the following certificate:

I/We certify that I/we own the property identified on this application and that I/we hereby authorize the applicant to apply for a reimbursement award under the City of St. Charles Business Improvement Grant and undertake the approved improvements.

Signature of Owner(s):

Shadeen Gray (as agent)

Date:

12-29-2013

President - SHADEEN GRAY, LLC

For Island Humano Partnership

Exhibit IV – Design and Siteplan



Create a custom railing design with Impression Rail Express®. Featuring three attractive top rail designs and three infill options, Impression Rail Express offers lots of design versatility. Plus, with its pre-assembled, panelized design, this railing is simple and straightforward to install if you're considering a DIY job.

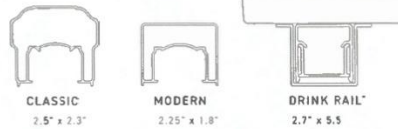
IMPRESSION RAIL EXPRESS®

COLOR OPTIONS



WHITE BLACK DARK BRONZE

TOP RAIL OPTIONS



CLASSIC
2.5" x 2.3"

MODERN
2.25" x 1.8"

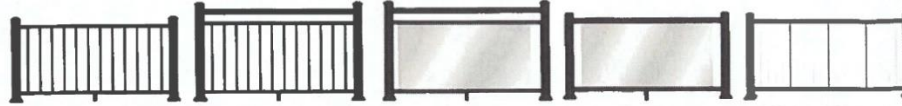
DRINK RAIL®
2.7" x 5.5"

POST CAP



3" x 3" CAP

INFILL OPTIONS



ALUMINUM BALUSTERS
RECTANGULAR ONLY

ALUMINUM BALUSTERS
WITH OPEN MID-RAIL

GLASS CHANNEL KIT
WITH OPEN MID-RAIL
Glass not included

GLASS CHANNEL KIT
Glass not included

VERTICAL CABLE RAIL

*Select from any full-profile, square-shoulder deck boards. Not compatible with grooved or scalloped boards. Not compatible with Glass Channel Rail.



Embrace an Inviting
Scandinavian-Inspired Design
with Light, Sun-Washed Colors

ORDER OUR
POPULAR TANS

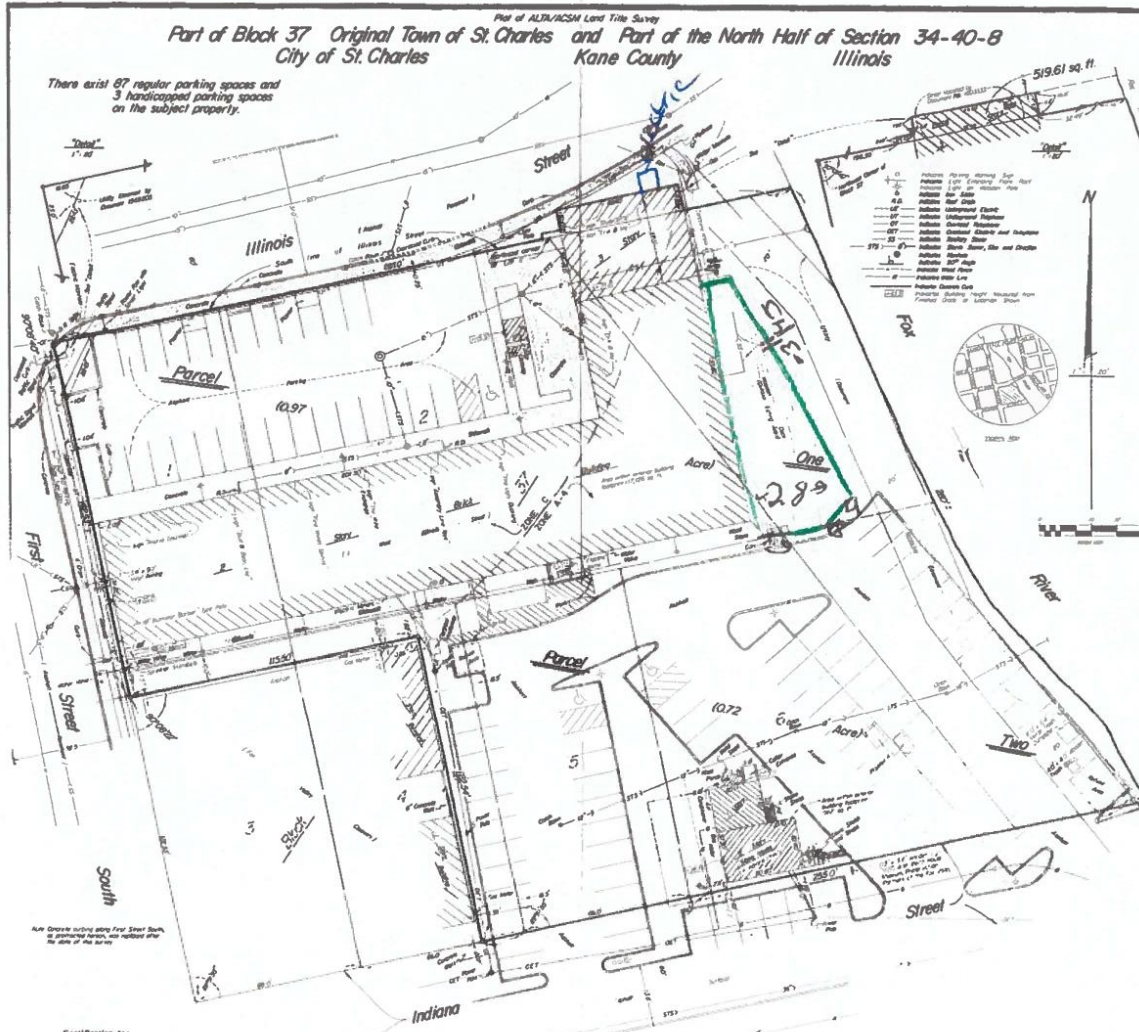
**FREE
SAMPLE KIT**

TIMBERTECH.COM

Antique Leather[®] — Reserve Collection

Part of Block 37 Original Town of St. Charles and Part of the North Half of Section 34-40-8
City of St. Charles Kane County Illinois

There exist 87 regular parking spaces and 3 handicapped parking spaces on the subject property.



Certification to:

Chicago Title Insurance Company;
Morgan Guaranty Trust Company of New York and its successors and assigns; and
Harris Bank St. Charles, as trustee of Trust Number 17-219

State of Illinois

This is to certify to the above named entities, that I, John A. Thornhill, Jr., an Illinois Professional Land Surveyor of Donahue and Thornhill, Inc., have surveyed and located the improvements on the premises described herein in accordance with Minimum Standard Detail Requirements for ALTA/ACSM Land Title Surveys, jointly established and adopted by American Land Title Association, American Congress on Surveying and Mapping, and National Society of Professional Surveyors in 1937, except for underground drain lines and utilities not visible by surface inspection, to the satisfaction of said title insurance company, pursuant to the accuracy standards of an Urban Survey as set forth by the plat hereon drawn which is a correct representation of said survey and location. Based upon review of Federal Emergency Management Agency, Flood Insurance Rate Map, Panel 1 of 6, Community-Flood Number 17039 000 C, effective September 2, 1981, said property is located within Zone A-1, Areas of 100 year flood with base flood elevations and flood hazard factors determined and Zone C, Areas of minimal flooding. All distances are given in feet and decimal parts thereof.

Dated at Geneva, Illinois, June 16, 1998
John A. Thornhill, Jr.
Illinois Professional Land Surveyor No. 2740

Parcel One

Lots 1 and 2 and the northerly 10.0 feet of Lots 3 and 4 (except the easterly 16.50 feet of said Lot 4) in Block 37 of the Original Town of St. Charles, on the west side of the Fox River; also that part of the Northwest Quarter of Section 30, Township 40 North, Range 8 East of the Third Principal Meridian described as follows: Beginning at the northeast corner of Lot 2 in said Block 37; thence easterly along the southerly line of Illinois Street extended easterly to the westerly margin of the Fox River; thence southerly along the westerly margin of said River to a point on the southerly line extended of Lots 1 and 2 in Block 37 (hereinafter); thence westerly along said extended southerly line to the southeast corner of said Lot 2; thence northerly along the easterly line of said Lot 2 to the point of beginning, all in the City of St. Charles, Kane County, Illinois.

Parcel Two

Lots 5 and 6 and the westerly 16.50 feet of Lot 4 in Block 37 of the Original Town of St. Charles, on the west side of the Fox River; and also that part of the Northwest Quarter of Section 30, Township 40 North, Range 8 East of the Third Principal Meridian, lying westerly of the Fox River, easterly of said Lot 6 and between the northerly and southerly lines thereof extended easterly to said Fox River, all in the City of St. Charles, Kane County, Illinois.

Parcel Three

That part of the Northwest Quarter of Section 30, Township 40 North, Range 8 East of the Third Principal Meridian, being a part of Vacated Illinois Street, described as follows: Commencing at the northwest corner of Block 37 of the Original Town of St. Charles on the west side of the Fox River, being on the south line of said Illinois Street; thence easterly along said south line 196.30 feet for a point of beginning; thence northerly at right angles to said south line 2.60 feet; thence westerly parallel with said south line 2.0 feet; thence northerly at right angles to said south line 7.55 feet; thence easterly parallel with said south line 49.80 feet; thence southerly at right angles to said south line 10.15 feet to said south line extended; thence westerly along said south line extended and said south line 56.10 feet to the point of beginning, in the City of St. Charles, Kane County, Illinois.

DONAHUE AND THORNHILL, INC.
7 RICHARDS STREET
GENEVA, ILLINOIS 60131

(630) 232-7416

**City of St. Charles, Illinois
Resolution No. 2024- __**

A Resolution Authorizing the Mayor and City Council to Execute a Business Improvement Grant Agreement between the City of St. Charles and The Office (201 E. Main Street)

**Presented & Passed by the
City Council on _____**

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 Business Improvement Grant Agreement, 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 20th day of May, 2024.

PASSED by the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, this 20th day of May, 2024.

APPROVED by the Mayor of the City of St. Charles, Kane and DuPage Counties, Illinois, this 20th day of May, 2024.

Lora A. Vitek, Mayor

Attest:

City Clerk/Recording Secretary

Voice Vote:

Ayes:

Nays:

Absent:

Abstain:

Resolution No. _____

Page 2

Exhibit "A"

Business Improvement Grant Agreement between the City of St. Charles and The Office
(201 E. Main Street)

City of St. Charles
BUSINESS IMPROVEMENT GRANT
Award Agreement

201 E Main St., St. Charles, IL 60174
(The Office – Mike Carney)

THIS AGREEMENT, entered into this _____ day of _____ 2024, between the City of St. Charles, Illinois (hereinafter referred to as "CITY") and the following designated APPLICANT, to wit:

APPLICANT Name: **Mike Carney**

Address of Property to be Improved: **201 E Main St, St. Charles, IL 60174**

PIN Number(s): **09-27-390-006 and 09-27-390-008**

Property Owner's Name: **201 MAIN ST PARTNERS LLC**

WITNESSETH:

WHEREAS, the CITY has established a **BUSINESS IMPROVEMENT GRANT** program to provide matching grants for permanent Building Improvements for eligible businesses as defined in the Program Guidelines; and

WHEREAS, APPLICANT(S), desires to install related Building Improvements to the above-described property that are eligible for reimbursement under the Business Improvement Grant Award; and

WHEREAS, said Business Improvement Grant Program is administered by the CITY and is funded from the general fund for the purposes of improving the commercial building stock along the major commercial corridor and downtown area of the CITY and preventing blight and deterioration; and

WHEREAS, the above-described property for which the APPLICANT seeks a grant is located within the area eligible for participation in the Business Improvement Grant Award

Program.

NOW, THEREFORE, in consideration of the mutual covenants and agreements obtained herein, the CITY and the APPLICANT do hereby agree as follows:

SECTION 1: The APPLICANT understands and agrees that only the cost of eligible Building Improvements located on the parcels with the following PIN(s) **09-27-390-006 and 09-27-390-008**, shall be considered reimbursable as described in Exhibit I. The CITY will reimburse the APPLICANT up to 50% of the cost of labor, materials and equipment necessary to install Building Improvements in accordance with the approved plans, specifications and cost estimates attached hereto as Exhibit “I” (the “Eligible Building Improvements Cost Estimate”), but in no event more than the maximum amounts as defined below:

Total improvement costs: \$107,013.78
Eligible Building Improvements cost: \$74,188.78
City’s Share @ 50% up to a maximum of \$25,000

Labor by the APPLICANT (“sweat equity”) is not a reimbursable expense. All Building Improvements shall be installed in accordance with approved building permit plans, subject to minor revisions as may be approved by a representative of the CITY due to field conditions not known at the time of design, and similar circumstances beyond the APPLICANT’s control.

SECTION 2: The Director of Community & Economic Development, or designee, shall inspect the Building Improvements installed pursuant to this Agreement and shall include any required permit inspections by the CITY. All work that is not in conformance with the approved plans and specifications shall be remedied by the APPLICANT and deficient or improper work shall be replaced and made to comply with the approved plans and specifications and the terms of this Agreement.

SECTION 3: Upon completion of the Building Improvements and upon their final inspection and approval by the Director of Community & Economic Development, or designee, the APPLICANT shall submit to the CITY a properly executed and notarized contractor statement

showing the full cost of the Building Improvements as well as each separate component amount due to the contractor and each and every subcontractor involved in furnishing labor, materials or equipment in the work. In addition, the APPLICANT shall submit to the CITY proof of payment of the contract cost pursuant to the contractor's statement and final lien waivers from all contractors and subcontractors. The CITY shall, within thirty (30) days of receipt of the contractor's statement, proof of payment and lien waivers, and "before" and "after" pictures of the property, reimburse the APPLICANT for the 50% of the actual construction and materials cost or the maximum amount specified in this Agreement, whichever is less.

At its sole discretion, CITY may reimburse APPLICANT in two payments. The first reimbursement may be made only

1) Upon completion of Building Improvements representing 40% or more of the maximum reimbursement specified in Section 1 hereof and,

2) Upon receipt by CITY of the all invoices, contractor's statements, proof of payment and notarized final lien waivers for the completed Building Improvements and,

3) Upon a determination by the Director of Community & Economic Development, or designee, that the remainder of the Building Improvements are expected to be delayed for thirty days or more following completion of the initial work due to weather, availability of materials, or other circumstances beyond the control of the APPLICANT. The second, final reimbursement payment shall be made by CITY only upon submittal of all necessary documents as described herein.

SECTION 4: All Building Improvements must be completed within 270 days after the approval of this Agreement. Extensions may be approved by the Director of Community & Economic Development, prior to the expiration of the said 270 days. Projects which have not received an extension and have not been completed within 270 days will not receive funding.

SECTION 5: If the APPLICANT or his contractor fails to complete the Building Improvements provided for herein in conformity with the approved plans and specifications and the terms of this Agreement, then upon written notice being given by the Director of Community & Economic Development to the APPLICANT, by certified mail to the address listed above, this

Agreement shall terminate and the financial obligation on the part of the CITY shall cease and become null and void.

SECTION 6: Upon completion of the Building Improvements pursuant to this Agreement and for a period of five (5) years thereafter, the APPLICANT shall be responsible for properly maintaining such Building Improvements in finished form and without change or alteration thereto, as provided in this Agreement, and for the said period of five (5) years following completion of the construction thereof, the APPLICANT shall not enter into any Agreement or contract or take any other steps to alter, change or remove such Building Improvements, or the approved design thereof, nor shall APPLICANT undertake any other changes, by contract or otherwise, to the Building Improvements provided for in this Agreement unless such changes are first approved by the Director of Community & Economic Development, Designee, or City Council, whichever the case may be. Such approval shall not be unreasonably withheld if the proposed changes do not substantially alter the original design concept of the Building Improvements as specified in the plans, design drawings and specifications approved pursuant to this Agreement.

In the event that any of the Building Improvements are removed during the term of this agreement the APPLICANT and/or the Owner shall repay the CITY all grant funds received pursuant to this Agreement and shall pay any costs and fees including reasonable attorney's fees incurred by the CITY to collect said grant funds. The amount of repayment required to be paid by the APPLICANT and the OWNER shall be reduced by 20% for every full year that this Agreement has been in effect at the time of the required repayment.

If within the 5-year maintenance period improvement is damaged by automobiles, wildlife, acts of nature, or stolen or any other cause, the APPLICANT shall install and pay for replacements.

In the event of inadequate maintenance, the CITY shall give the owner reasonable notice of conditions to be corrected. In the event that substandard maintenance still exists after thirty (30) days, OWNER shall repay the CITY all grant funds received pursuant to this Agreement and pay all costs and fees, including attorney fees, of any legal action taken to enforce the maintenance of the Building Improvements.

SECTION 7: The APPLICANT covenants and agrees to indemnify and hold harmless the

CITY and its officials, officers, employees and agents from and against, any and all losses, claims, damages, liabilities or expenses, of every conceivable kind, character and nature whatsoever arising out of, resulting from or in any way connected with directly or indirectly with the Business Improvement Grant Award(s) which are the subject of this Agreement. The APPLICANT further covenants and agrees to pay for or reimburse the CITY and its officials, officers, employees and agents for any and all costs, reasonable attorneys' fees, liabilities or expenses incurred in connection with investigating, defending against or otherwise in connection with any such losses, claims, damages, liabilities, or causes of action. The CITY shall have the right to select legal counsel and to approve any settlement in connection with such losses, claims, damages, liabilities, or causes of action. The provisions of this section shall survive the completion of said building improvement(s).

SECTION 8: Nothing herein is intended to limit, restrict or prohibit the APPLICANT from undertaking any other work in or about the subject premises, which is unrelated to the Building Improvements provided for in this Agreement.

SECTION 9: This Agreement shall be binding upon the CITY and upon the APPLICANT and its successors and assigns with respect to the property on which the Building Improvements are installed, for a period of five (5) years from and after the date of completion and approval of the building improvement provided for herein. It shall be the responsibility of the APPLICANT to inform subsequent owners and lessees of the provisions of this Agreement.

IN WITNESS THEREOF, the parties hereto have executed this Agreement on the date first appearing above.

APPLICANT

PROPERTY OWNER
(if different from APPLICANT)

CITY OF ST. CHARLES: _____

Mayor or Director of Economic Development

ATTEST: _____

City Clerk

Applicant contact information:

Phone: _____

Fax: _____

Email: _____

Property Owner's information, if different than applicant:

Phone: _____

Fax: _____

Email: _____

Exhibit I – Grant Application



CITY OF
ST. CHARLES
ILLINOIS • 1834

BUSINESS IMPROVEMENT GRANT
Application Packet
Updated July 2021

AWARD APPLICATION FORM

1. APPLICANT INFORMATION:

Name: MICHAEL CARNEY
Home Address: 10 ILLINOIS ST #4B
Phone/email: 630-240-6000 MTC7231@GMAIL.COM
Name of Business: H+C HOSPITALITY
Business Address: 201 E MAIN ST.
Federal Tax ID Number: 87-2045990

(All awards are subject to Federal and State taxes, and are reported to the Internal Revenue Service on Form 1099 (W-9). You are required to provide your taxpayer ID number or social security number as part of the Business Improvement Grant. Property owners and tenants should consult their tax advisor for tax liability information.)

2. PROPERTY INFORMATION:

Address: 201 E MAIN ST.
Property Identification Number: 09-27-390-006 + 09-27-390-008

3. ARCHITECT/DESIGN PROFESSIONAL:

Name: MANHEIM ARCHITECTURE
Address: 40 W 892 KINGS MILL DRIVE, ST. CHARLES, IL 60175
Phone/email: 630-921-0315 NICK@MANHEIMARCHITECTURE.COM

4. CONTRACTOR(S):

Name: YORK CONSTRUCTION + MANAGEMENT SERVICES, LLC
Address: 902 S. RANDALL ROAD C. 277 ST. CHARLES, IL 60174
Phone/email: 630-240-6000 MCRANBY@YORKUTILITYSERVICES.COM



5. SCOPE OF PROJECT (INCLUDE THE FOLLOWING WITH YOUR SUBMITTAL):

- A. Building Plans accurately drawn to scale, showing proposed improvements.
- B. Cost estimates for materials and labor. (There should be two cost estimates submitted, one for the estimated costs of all improvements to the building and one that highlights only the costs for eligible improvements).

4. STATEMENT OF UNDERSTANDING:

- A. I agree to comply with the guidelines and procedures of the St. Charles Business Improvement Grant.
- C. I understand that I must submit detailed cost documentation, copies of bids, contracts, invoices, receipts and contractors' final waivers of lien upon completion of the approved improvements before any reimbursement payment will be authorized. "Before" and "After" pictures of the project must be submitted before funds will be released.
- D. I understand that work done before a Business Improvement Grant Agreement is approved by staff or the City Council is not eligible for an award.
- E. I understand that Business Improvement Grant reimbursement awards are subject to taxation and that the City is required to report the amount and the recipient of said awards to the Internal Revenue Service.

Signature of Applicant:

Michael E. [Signature]

If the applicant is someone other than the owner of the property, the owner(s) must complete the following certificate:

I/We certify that I/we own the property identified on this application and that I/we hereby authorize the applicant to apply for a reimbursement award under the City of St. Charles Business Improvement Grant and undertake the approved improvements.

Signature of Owner(s): *Michael E. [Signature]* Date: *4/15/24*

EXHIBIT II - Eligible Expenses Cost Estimate

Item	Vendor	Estimate	
Design & Permitting	Mannheim	\$7,900.00	
Permit Fee	City of St. Charles	\$875.00	Not eligible
Plumbing & Waterlines	Tyson Guthrie	\$4,000.00	
Demolition	Tyson Guthrie	\$1,400.00	
Pergula Materials	The Office	\$6,000.00	
Bar Labor	Ken Macon	\$7,000.00	
Bar Top	Riverstone Concrete	\$5,682.10	
Gutters	Mr Gutter	\$1,000.00	
Electric (includes Paver Removal & Replacement)	Point Electric	\$22,642.87	
Tree top Removal	Charlie's Tree Services	\$950.00	Not eligible
Furniture	The Office	\$5,000.00	Not eligible
Misc. Bar Equipment	The Office	\$10,000.00	Not eligible
Glassware/Plates	The Office	\$2,000.00	Not eligible
Beer Hookups	The Office	\$1,000.00	Not eligible
TV's	The Office	\$3,000.00	Not eligible
Roll Down Doors	Chicago One	\$10,380.00	
Low Voltage	Orbis	\$2,740.00	
Low Voltage	The Office	\$400.00	
POS Equipment	Toast	\$0.00	Not eligible
Painting	NR Painting	\$0.00	Not eligible
Misc. Concrete work	Riverstone Concrete	\$4,343.81	
Fans	Lamps Plus	\$700.00	
Contingency		\$10,000.00	Not eligible

Totals: \$107,013.78

Elgible Work \$74,188.78



March 15, 2024

The Office Dining & Spirits
201 East Main Street
St. Charles, IL 60174

RE: Exterior Bar Renovations

Dear Mr. Headley:

York Utility Services is pleased to submit a proposal for construction services in St. Charles, IL.

General Scope of Work:

- Procure, review architect and design.
- Submit all permits and addendums as needed.
- Provide General Contracting Services to complete exterior bar renovations at 201 E. Main Street, St. Charles, IL 60174.
- Project is to be completed per Architectural plan and per city code and permit requirements.

Specific Scope of Work:

- Supply all materials.
- Remove tree hanging over patio pergola.
- Demo and remove (4) fire pits. Replace pavers underneath with a concrete base.
- Remove pavers, dig two trench approximately 40' total and install water lines, low voltage cables and electric cables. Restore pavers to like condition.
- Convert existing pergola into new bar structure per plan.
- Install new electric sub-panel and place new electric throughout bar area per plan.
- Install concrete bar top, TV's, roll down doors and electric heaters.
- Remove fan and all old electric cables.
- Replace bathroom floor with concrete.
- Install low voltage wiring for POS system.





Lump Sum: \$89,000.00

SDVOSB Certified:

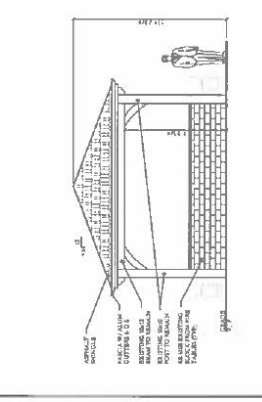
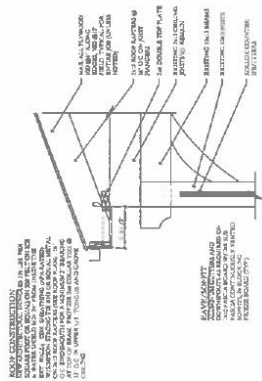
York Utility Services is certified by the U.S. Small Business Administration (SBA) Department of as a Service-Disabled Veteran-Owned Small Business (SDVOSB). This certification is accepted by most municipalities as part of their supplier diversity program.

Regards,

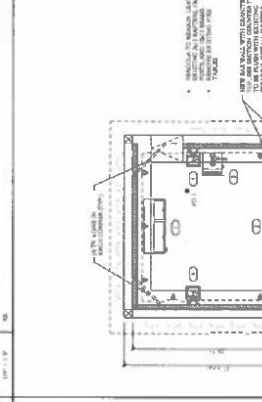
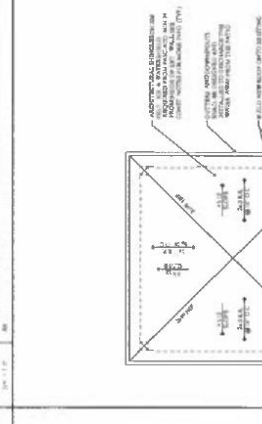
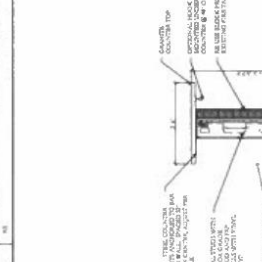
Michael Carney



EQUIPMENT SCHEDULE		
NO.	QUANTITY	DESCRIPTION
1	3	MASON NAILER
2	1	2" DIA. BAR REINFORCEMENT
3	1	4" DIA. BAR REINFORCEMENT
4	2	4" DIA. BAR REINFORCEMENT
5	1	1" DIA. BAR REINFORCEMENT
6	1	1" DIA. BAR REINFORCEMENT
7	1	1" DIA. BAR REINFORCEMENT
8	1	1" DIA. BAR REINFORCEMENT
9	1	1" DIA. BAR REINFORCEMENT
10	1	1" DIA. BAR REINFORCEMENT



EQUIPMENT SCHEDULE		
NO.	QUANTITY	DESCRIPTION
1	1	1" DIA. BAR REINFORCEMENT
2	1	1" DIA. BAR REINFORCEMENT
3	1	1" DIA. BAR REINFORCEMENT
4	1	1" DIA. BAR REINFORCEMENT
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8	1	1" DIA. BAR REINFORCEMENT
9	1	1" DIA. BAR REINFORCEMENT
10	1	1" DIA. BAR REINFORCEMENT



PLUMBING NOTES:

1. ALL PLUMBING SHALL BE INSTALLED IN ACCORDANCE WITH THE LATEST EDITIONS OF THE UPC AND IF NOT SPECIFIED OTHERWISE.
2. ALL PLUMBING SHALL BE INSTALLED IN ACCORDANCE WITH THE LATEST EDITIONS OF THE IPC AND IF NOT SPECIFIED OTHERWISE.
3. ALL PLUMBING SHALL BE INSTALLED IN ACCORDANCE WITH THE LATEST EDITIONS OF THE IFPE AND IF NOT SPECIFIED OTHERWISE.
4. ALL PLUMBING SHALL BE INSTALLED IN ACCORDANCE WITH THE LATEST EDITIONS OF THE IFGC AND IF NOT SPECIFIED OTHERWISE.
5. ALL PLUMBING SHALL BE INSTALLED IN ACCORDANCE WITH THE LATEST EDITIONS OF THE IFGAC AND IF NOT SPECIFIED OTHERWISE.
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20. ALL PLUMBING SHALL BE INSTALLED IN ACCORDANCE WITH THE LATEST EDITIONS OF THE IFGAC AND IF NOT SPECIFIED OTHERWISE.

REVISIONS:

NO.	REVISIONS	DATE
1	ISSUED FOR PERMIT	02/08/24

MANHEIM INDUSTRIES

THE OFFICE
ST. CHARLES, IL 60174

COVER SHEET, CODIS & SITE PLAN

Project Number: 4023
Drawing Number: A101
Date: 2/8/24

Project 106

Exhibit IV

Checklist for Eligible Improvements & Reimbursements

Improvement Item	Estimated Cost	Work Completed (Yes/No)	Money Spent per Final submittal	Amount Reimbursed
Remove existing deck and replace with new deck	\$107,013.78	Yes		
<u>Total of all eligible improvements</u>	\$74,188.78			
<u>Amount of anticipated grant @ 50% of eligible cost of improvements</u>	\$25,000.00			

**City of St. Charles, Illinois
Resolution No. 2024-_____**

A Resolution Adopting a First Street Plaza Special Event Policy

**Presented & Passed by the
City Council on _____**

BE IT RESOLVED by the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, to Adopt a First Street Plaza Special Event Policy, attached hereto as Exhibit "A".

PRESENTED to the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, this 20th day of May 2024.

PASSED by the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, this 20th day of May 2024.

APPROVED by the Mayor of the City of St. Charles, Kane and DuPage Counties, Illinois, this 20th day of May 2024.

Lora A. Vitek, Mayor

Attest:

City Clerk/Recording Secretary

Voice Vote:

Ayes:

Nays:

Absent:

Abstain:

Resolution No. _____

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Exhibit "A"

First Street Plaza Special Event Policy

First Street Plaza Special Event Policy

A. DEFINITIONS – For the purpose of the First Street Special Events Policy, certain terms and words are hereby defined. Whenever the following words, terms and/or phrases are used, they shall have the meanings respectively ascribed to them as specified below, except where the context indicates a different meaning:

1. SPECIAL EVENT: Means an outdoor market, festival, art exhibition, cultural performance, craft shows, charity and fundraising events, or similar activities.
2. COMMUNITY ORGANIZATION: Means one of the following entities; St. Charles Business Alliance, St. Charles School District 303, St. Charles Park District, St Charles Library, St. Charles Chamber of Commerce.
3. COMMUNITY ORGANIZATION SPECIAL EVENT: Means a Special Event in which the applicant is a Community Organization which will be held on the First Street Plaza and is:
 - a. open and free to the public; and
 - b. organized and held with the objective that creates activities that attract people to or retain people in the City, to foster community spirit; and
 - c. adhere's to all rules and procedures of this policy

Example of COMMUNITY ORGANIZATION EVENT includes: the St. Charles Chamber of Commerce hosting a free and open Job Fair where members of the public are allowed to visit business tents or booths to discuss employment opportunities.

4. CITY OF ST. CHARLES SPECIAL EVENT COMMITTEE: Means a committee of various of City department as provided by City Code.
5. FIRST STREET PLAZA AREA: Means the area generally designated South of West Main St., North of the entrance to the First Street Public Parking Deck, East of 2nd St., and West of the Fox River, as depicted in Exhibit A.
6. PERMITTED AREA: Means the authorized section within the First Street Plaza eligible for hosting Special Events. The specific area is depicted in Exhibit A.
7. TICKETED SPECIAL EVENT: Means a Special Event for which attendees are required to purchase or obtain an admission ticket or passes in order to attend.

B. RULES AND PROCEDURES

1. COMMUNITY ORGANIZATIONS seeking to utilize the FIRST STREET PLAZA AREA for an event must submit Special Event application no later than January 31st of the year of the event to be review by of the City of St. Charles Special Event Committee and approved by the City of St.

Charles City Council.

2. Special Events shall be limited to size and scope to the Permitted Area identified in Exhibit A ONLY. Any event furniture, including tents, tables, chairs, equipment shall include within the Permitted Area. Any programmed events, vendors, or other activities must be limited to the Permitted Area. Temporary directional, wayfinding signage, or decorations may be added outside of the Permitted Area evaluated by the Special Event Committee and approved by City Council.
3. It shall be unlawful for any person or organization to conduct Special Event within the FIRST STREET PLAZA AREA unless a permit for such event has been issued. The cost of the permit is \$500.00 and shall be in addition to other costs for City services as well as any third-party costs deemed necessary by the City Administrator. City services includes City personnel (Police officers, crossing guards, EMTs, etc.) and City equipment (generators, barriers, cones, etc.) provided by the City Public Works, Police, and Fire Departments.
4. City can reserve FIRST STREET PLAZA AREA or the PERMITTED AREA at any time.
5. With approval, BUSINESS ALLIANCE SPECIAL EVENTS are permitted to use the FIRST STREET PLAZA AREA (outside of the PERMITTED AREA) for SPECIAL EVENTS.
6. Any Special Event must remain open to the public and free at all times in all areas of the First Street Plaza Area. Ticketed Special Events in the First Street Plaza Area are prohibited.
7. The temporary waiver of the City noise ordinance may be granted upon approval of a Special Event Application on a case-by-case basis. Special Event organizers must be mindful of the impacts of sound on the surrounding neighborhoods. The City reserves the right to impose decibel limits at any time.
8. Food vendors and food trucks, which prepare and serve to the public for immediate consumption, are not permitted in connection with any Special Event or within FIRST STREET PLAZA AREA including the Permitted Area.
9. Sales and distribution of alcoholic beverages is prohibited at all Special Events unless licensed by the City of St. Charles.
10. All vendors are required to securely affix protective feet to the bottom of their equipment to prevent damage to surfaces.
11. If damages to public property occur during a SPECIAL EVENT held in the First Street Plaza, as well as the Permitted Area, event organizers will be obligated to pay for such damage. Damages will be assessed and separate fees will be calculated on a per incident basis.

12. Applicants are responsible for clearing all equipment and cleaning of the SPECIAL EVENT area and any adjoining areas after the Special Event and restore the First Street Plaza and any surrounding areas impacted by the Special Event back to its regular condition, and as may be directed by the City.
13. Non-compliance with the permit conditions may result in immediate permit revocation or denial of future permits.

EXHIBIT A



**City of St. Charles, Illinois
Resolution No. 2024-_____**

**A Resolution Accepting the Downtown Parking Study conducted by Desman
Inc.**

**Presented & Passed by the
City Council on _____**

BE IT RESOLVED by the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, to Accept the Downtown Parking Study conducted by Desman Inc., dated May 1, 2024, and attached hereto as Exhibit "A".

PRESENTED to the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, this 20th day of May 2024.

PASSED by the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, this 20th day of May 2024.

APPROVED by the Mayor of the City of St. Charles, Kane and DuPage Counties, Illinois, this 20th day of May 2024.

Lora A. Vitek, Mayor

Attest:

City Clerk/Recording Secretary

Voice Vote:

Ayes:

Nays:

Absent:

Abstain:

Resolution No. _____

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Exhibit "A"

**Downtown Parking Study Conducted by Desman, Inc.
May 1, 2024**

MEMORANDUM

DATE: May 1, 2024

TO: Derek Conley

Economic Development Director, City of St. Charles, IL

FROM: Gerald Salzman

Maria Berg

George Kandathil

RE: Final Report

EXECUTIVE SUMMARY

The City of St. Charles has commissioned DESMAN to conduct a parking needs and operations assessment for downtown on-street and off-street parking. The study focuses on inventory, occupancy, adequacy, operations, technology, wayfinding, and enforcement. Downtown St. Charles offers a mix of commercial, office, retail, government, and residential space. The city is currently responsible for three parking garages, 20 surface parking lots, and curbside parking located in and around downtown. This report provides existing conditions, future conditions, and recommendations for its parking system. Future parking needs were projected based on planned developments, and recommendations were provided to create a more visitor friendly, financially sustainable, and efficient parking system. These actions will ultimately support the growth and continued vitality of St. Charles, IL.

The parking space inventory accounted for on-street parking spaces and off-street parking facilities (both lots and garages) in the downtown area of St. Charles. Occupancy counts were conducted during August of 2023 on both a typical weekday and weekend. A total of ten counts were taken, four main counts and six supplementary counts. The six supplementary counts were taken on Friday and Saturday evenings to capture parking demand during the busiest time period. While the highest demand from these Friday and Saturday counts are shown in this report, averages of these counts were used as “typical” peak period demand in order to provide a true representation of parking demand. In addition, local stakeholder interviews were conducted to understand the dependence on and perception of the parking system by community patrons, businesses, and government leaders. These first-hand insights on parking issues, challenges, and opportunities helped the analysis when considering the anticipated development plans in St. Charles. The following list is a brief summary of our findings. For additional information with a detailed break-down, please refer to the recommendations section of the report.

- The highest occupancy of on-street parking spaces was 55% west of the river and 76% east of the river.
- For off-street lots and garages, the average scenario occupancy was 80% both west and east of the river. Peak occupancies occurred on Saturday evening.

- Of the three parking garages, only the five-story parking garage (79%) is under practical capacity (85% standard) during the peak period of occupancy. Including this garage, there are 11 total off-street parking facilities that are under practical capacity during the highest occupancy period. This means that overall, there are a significant number (209) of available parking spaces in downtown during the peak period, despite perception.
- Downtown visitors have trouble finding parking spaces, especially when their first parking choice is unavailable. General parking information, signs, and wayfinding is inadequate. This includes information about available spaces in multistory parking garages.
- There are a number of downtown surface lots that are unused outside of business hours. These surface lots are either owned by a private business or a public entity (such as the public library lot). These lots can provide additional parking space after business hours for downtown visitors during the evenings and weekends.
- Future Conditions
 - St. Charles currently has seven downtown development projects planned for the future, one of which (Plaza Project) is nearing completion.
 - The projects are a mix of commercial, residential, and office development. These five developments expected to be completed by 2028. Parking demand has been estimated individually in Table 14.
 - Plaza Expansion project includes the permanent closure of 1st Street to vehicles from Walnut St. to Main St. to accommodate a contiguous public plaza. This project is scheduled to be completed in February of 2024. In comparison to the other uses, public plazas do not generate high parking demand, but indirectly attract more traffic to the downtown or result in visitors staying longer.
 - The Whole Foods will meet parking requirements according to industry parking standards. Furthermore, during peak times for Whole Foods, patrons can utilize one of the adjacent parking lots or on-street parking spaces. Peak demand for the grocery is during the afternoon when there is the most available parking in the downtown.
 - The River East Loft, which is an approved mixed-use building, will include 51 parking spaces and meet the City's parking requirement. This is privately-owned property however the current property owner allows the parking lot to be used by the general public. Once the River East Lofts is completed it will be perceived as a displacing public parking, even though it is privately owned.
 - The Baker Church owns two parking lots which are currently used for public parking except on Sunday's morning. Those lots have a parking inventory of 46 and 36, respectively. The Church has indicated to the City that the two parking lots are available for sale and development. Development of these sites would decrease the parking supply on the east side of the Fox River if developed and public parking isn't replaced or expanded.
 - River 504 (Milestone Row 2) is a proposed mixed-use development on First Street with the parking for the residential units being provided internally. The project would also include the addition of 15 angles public parking spaces on First Street. The proposed number of parking spaces would exceed the estimated parking demand.

- Lot 4 is a city-owned vacant 0.13-acre grass lot in the downtown. In the past there has been mixed-use developments proposed on the property. Any proposed project could include some internal parking on site or utilize the adjacent five-story parking garage, which is under practical capacity.
- Some of the proposed developments are less solidified, for example the former Police Department site. The unknown of future of projects makes it difficult to determine parking demand. Included in this report is a table of general estimated parking ratios based on development type. As projects evolve or new projects are proposed, the City can utilize parking ratios to determine appropriate amount of parking needed and whether it can be absorbed by currently parking supply.
- Recommendation Summary
 - St. Charles has adequate parking supply for current demand, but future demand may change based on factors such as population growth, commercial development, and residential development.
 - Wayfinding and signage improvements are needed to improve the parking experience, especially for visitors from out-of-town.
 - To make parking in garages more efficient, digital parking space availability signs should be installed in multistory parking garages.
 - Parking time limit categories need to be reduced to provide clarity for both parkers and enforcement.
 - In high-density areas, there should be designated pick-up and drop-off parking stalls that are prioritized for the elderly or those that are physically challenged.
 - Parking time restrictions are not enforced in downtown. To discourage overstaying and to encourage the appropriate amount of turnover, the City can consider enforcing parking violations.,
 - A number of street segments are at or over 100% capacity during the highest peak period. Metering these segments would discourage excess parking and encourage parkers to find off-street lots, but could negatively impact residents living in the adjacent neighborhoods.
 - Electric vehicles and their charging stations are becoming prevalent nationwide. Installing charging stations in parking garages and other surface lots as well as seeking state and federal sources of funding should be investigated.
 - The 1st Street five-story parking garage does not provide good access to neighboring activity sites for walkers after parking. Expanded elevator access, signage and design improvements should be considered.
 - Shared parking is an effective, easy-to-implement method of increasing the parking supply. A number of candidate locations exist in the downtown area, and they should be explored.
 - The city should promote alternative transportation modes such as biking and walking by providing improved facilities, with the goal of encouraging visitors to access downtown without a vehicle.
 - A downtown trolley could serve as a strategic solution during peak parking demand hours, encouraging individuals to park in peripheral downtown areas with available parking.

BACKGROUND

DESMAN

DESMAN is a national specialist in parking planning, design, and restoration. We offer a full range of services including Master Planning, Economic Feasibility Studies, Site/Size Selection Analysis, Cost Estimating, Parking Functional Design, Architectural Design, Structural Engineering, Revenue/Access Control System Design, Condition Survey/Due Diligence Studies, and Restoration Engineering. We have been in existence since 1973 and currently operate on a national basis out of nine principal offices. We have a total staff of over 80 people, comprised mostly of Parking Planners, Architects, and Structural Engineers. We have been involved in the planning, design, and restoration of over 5,000 parking projects throughout the United States and abroad. We have a broad range of municipal parking planning expertise. In addition, our staff has been extensively involved in the development of the ULI Shared Parking methodology.

St. Charles, IL

St. Charles, IL is a city that lies approximately 40 miles west of downtown Chicago, IL and within both Kane and DuPage counties. Its downtown is divided by the Fox River which runs north-south through the city. The major roadways traversing St. Charles are: State Routes 31 and 25 running north-south, and State Routes 64 and 38 running east-west. State Routes 31 and 25 follow the contour of Fox River through the downtown, and State Route 64 becomes Main St. as it traverses downtown St. Charles. As of 2020, the population of St. Charles was approximately 33,000 and the city area is about 15 square miles. Major private sector employers include RR Donnelley & Sons, Bison Gear, and Smithfield Foods, LLC.

Study Area

The study area lies primarily within downtown St. Charles, both east and west of the river. It is generally bounded by State St. to the north, Prairie St. to the south, 5th Ave. (Route 25) to the east, and 5th St. to the west. The study area is shown in **Figure 1** below.

Figure 1: Study Area



Source: DESMAN

EXISTING CONDITIONS

Off Street Parking Inventory

The downtown area consists of 20 surface parking lots and three parking garages. These off-street parking lots and garages are open to the public and free of charge, but have time restrictions ranging anywhere from 90 minutes to 24 hours. The lots and garages are shown in **Table 1** below. The tables show that the number of off-street parking spaces on the west side is more than double that of the east side (1,065 to 394). This is largely due to the five-story parking garage at South 1st St. and Illinois St. which contains 429 spaces.

Table 1: Off Street Parking in St. Charles, IL

West Side of River				East Side of River			
Map Letter	Location	Facility Type	Spaces	Map Letter	Location	Facility Type	Spaces
C	2nd St & Illinois St	surface lot	29	A	Riverside Ave & Main St	surface lot	16
E	S 2nd St & W Main St	surface lot	20	B	2nd Ave & Walnut St	surface lot	52
F	S 2nd St & W Main St	surface lot	28	J	N Riverside Ave & Cedar Ave	surface lot	91
G	N 2nd St & State St	surface lot	82	K	E Main St & N 3rd Ave	surface lot	36
H	N 2nd St & State St	surface lot	38	N	State Ave & N 3rd Ave	surface lot	46
L	N 3rd St & Cedar St	surface lot	40	P	N Riverside Ave near cul-de-sac	surface lot	46
O	N 3rd St & State St	surface lot	80	U	N Riverside Ave near cul-de-sac	surface lot	29
Q	Walnut St & S 4th St	surface lot	33	S	Walnut Ave & S 3rd Ave	3 story garage	78
R	Walnut St & S 3th St	surface lot	48		Total		394
T	S 2nd St & Walnut St	surface lot	27				
V	Illinois St & S 1st St	surface lot	52				
X	Illinois St & S 1st St	surface lot	34				
Y	Indiana St & S 1st St	surface lot	19				
I	S 1st St & Illinois St parking garage	5 story garage	429				
Z	Illinois St River West parking deck	2 story deck	106				
	Totals		1,065				

Source: DESMAN

On Street Parking Inventory

The on-street parking inventory is shown in **Table 2** below. As the table shows, there is a total of 356 on-street spaces west of the river and a total of 256 spaces east of the river. A significant number of on-street spaces have time restrictions lasting anywhere from 15 minutes to 8 hours. Since a number of street segments contained unstriped parking spaces, the consultant team estimated the availability of parking spaces on these street segments. West of Fox River, 1st, 3rd, and 4th Streets have the greatest number of on street parking spaces. Along with the lots, these parking spaces service the parking for restaurants in the area and the Cedar Fox wedding venue on Cedar St.

Table 2: On Street Parking Inventory in St. Charles, IL

On Street West of Fox River			On Street East of Fox River		
Street	Segment	Inventory	Street	Segment	Inventory
1st St	Cobblestone Dr to Prairie St	4	Indiana Ave	Riverside Ave to 2nd Ave*	0
1st St	Indiana St to Cobblestone Dr	29	Indiana Ave	2nd Ave to 3rd Ave*	6
1st St	Illinois St to Indiana St	4	Walnut Ave	Riverside Ave to 2nd Ave*	10
1st St	Walnut St to Illinois St	19	Walnut Ave	2nd Ave to 3rd Ave*	4
1st St	Main St to Walnut St	0	Walnut Ave	3rd Ave to 4th Ave*	6
State St	3rd St to 2nd St*	3	Walnut Ave	4th Ave to 5th Ave*	5
3rd St	State St to Cedar St	18	Main St	4th Ave to 5th Ave	0
3rd St	Cedar St to Main St	18	Main St	3rd Ave to 4th Ave	15
3rd St	Main St to Walnut St	9	Main St	2nd Ave to 3rd Ave	13
3rd St	Walnut St to Illinois St	10	Main St	Riverside Ave to 2nd Ave	6
3rd St	Illinois St to Indiana St	8	Main St	Riverside Ave to west bridge end	22
4th St	Illinois St to Indiana St*	8	Riverside Ave	Cedar Ave to Main St	3
4th St	Walnut St to Illinois St*	4	Cedar Ave	2nd Ave to 3rd Ave	1
4th St	Main St to Walnut St*	1	Cedar Ave	3rd Ave to 4th Ave	6
4th St	Cedar St to Main St	18	Cedar Ave	4th Ave to 5th Ave	6
4th St	State St to Cedar St*	8	State Ave	3rd Ave to 4th Ave*	4
State St	5th St to 4th St*	6	State Ave	2nd Ave to 3rd Ave*	2
5th St	Cedar St to Main St	10	Riverside Ave	Great Western Trail to State Ave	57
5th St	Main St to Walnut St*	7	Riverside Ave	Main St to Walnut Ave	15
5th St	Walnut St to Illinois St*	6	Riverside Ave	Walnut Ave to Illinois Ave	10
Indiana St	4th St to 3rd St*	7	2nd Ave	Walnut Ave to Illinois Ave*	8
Indiana St	3rd St to 2nd St*	12	2nd Ave	Main St to Walnut Ave*	12
Illinois St	2nd St to 1st St	0	2nd Ave	Cedar Ave to Main St	12
Illinois St	4th St to 3rd St*	9	Chestnut Ave	2nd Ave to 3rd Ave	5
Walnut St	5th St to 4th St*	16	3rd Ave	Cedar Ave to Main St	6
Walnut St	4th St to 3rd St*	14	3rd Ave	Main St to Walnut Ave*	6
Walnut St	3rd St to 2nd St	16	3rd Ave	Walnut Ave to Illinois Ave*	5
Cedar St	3rd St to 2nd St	11	3rd Ave	South Ave to Riverside Ave*	3
Cedar St	4th St to 3rd St	12	4th Ave	Walnut Ave to Illinois Ave*	1
Cedar St	5th St to 4th St	15	4th Ave	Main St to Walnut Ave*	0
State St	4th St to 3rd St*	9	4th Ave	State Ave to Cedar Ave*	7
Indiana St	1st St to Fox River	8	East Side Total Inventory		256
Cobblestone Dr	Limestone Dr to Brownstone Dr*	5			
Limestone Dr	Indiana to Cobblestone Dr	2			
Limestone Dr	Cobblestone Dr to Bluestone Dr*	14			
Bluestone Dr	Limestone Dr to Brownstone Dr*	6			
Brownstone Dr	Cobblestone Dr to Bluestone Dr*	4			
Brownstone Dr	Indiana St Cobblestone Dr	6			
Main Street	5th Street to 4th Street	0			
Illinois Street	1st Street to Fox River	0			
Prairie Street	2nd Street to 1st Street	0			
West Side Total Inventory		356			

(Note: Some of the streets included in Table 2 were included even though they were not part of the original scope area)
Source: DESMAN

Occupancy Data Collection

On-site data collection was performed to capture off-street parking occupancy. The counts were performed during ten time periods in the summer and fall of 2023: These time periods are shown in **Table 3** below.

Table 3: Data Collection Time Periods and Locations

Day	Time	Scope
Wed, Aug 9, 2023	10am - noon	on- and off-street; all facilities
Thu, Aug 10, 2023	1pm - 3pm	on- and off-street; all facilities
Sat, Aug 12, 2023	1pm - 3pm	on- and off-street; all facilities
Sat, Aug 12, 2023	6pm - 8 pm	on- and off-street; all facilities
Fri, Sep 22, 2023	6:30pm	off-street lots J,K,N,P,U,G,O,V,X,Y,I
Fri, Sep 22, 2023	7pm	off-street lots J,K,N,P,U,G,O,V,X,Y,I
Sat, Sep 23, 2023	6pm	off-street lots N,P,O,V,X,Y,I
Sat, Sep 23, 2023	6:30pm	off-street lots N,P,O,V,X,Y,I
Sat, Sep 23, 2023	7pm	off-street lots N,P,O,V,X,Y,I
Sat, Sep 23, 2023	7:30pm	off-street lots N,P,O,V,X,Y,I

Source: DESMAN

These time periods were purposefully selected to ensure that peak parking was captured on both weekdays and weekends. The data collection helped determine the where, when, and how much of parking demand. Industry standards indicate that occupancy should not exceed 85 to 90% of capacity. This concept, known as *practical capacity*, refers to the operational efficiency of a parking area. Ideally, between 10 and 15% of the parking spaces in a facility would be available to accommodate peak surges of demand. **Tables 4 and 5** below presents parking occupancy for off-street facilities in St. Charles.

Off Street Parking Occupancy

East of the Fox River, six of the eight facilities exceeded the 85% occupancy threshold at some point during the week (highlighted in blue in Table 4). As expected, all of these occurred on Friday and Saturday, when parking demand is greatest. Lots N (30%) and U (83%) were the only two that never exceeded this threshold. Lot N in particular is difficult to find and recognize, is poorly lit, and is uphill from the downtown area. These factors most likely contribute to its underutilization.

West of the Fox River, seven of the 15 facilities exceeded the 85% occupancy threshold (also highlighted in blue in Table 5) at some point during the week. While this mostly happened on Friday and Saturday, off-street facilities E, V, and Z met this threshold on weekdays as well.

While both east and west of the Fox River 13 of the 23 off-street facilities are above the 85% occupancy threshold at some point, it is very important to note that these peaks do not occur simultaneously. Therefore, it is not wise to look at each off-street lot/garage in isolation. Rather, it is more accurate and informative to look at the entire parking supply during one time period. Since weekend (Friday and Saturday) evening parking was sampled multiple times at a number of key locations, averages of these locations were calculated and utilized with the other Saturday, Aug 12th evening values to provide a

“representative” weekend parking sample. A summary of total average weekend parking space vacancies is in **Table 6**. In the worst-case scenario, where maximum values are used regardless of time and day, off-street parking on the east side of the Fox River is at 88% occupancy with 47 vacancies and on the west side of the river is at 85% with 157 vacancies. When average values are used for the peak period, there are 209 off-street vacant spaces on the west side and 80 vacant spaces available on the east side for a total of 289 vacant off-street spaces even during the busiest period of the week.

Table 4: Off Street Parking Occupancy in St. Charles, IL East of Fox River

Map Letter	Location	Spaces	Wed, Aug 9, 2023		Thu, Aug 10, 2023		Sat, Aug 12, 2023				Fri, Sep 22, 2023				Sat, Sep 23, 2023								Peak Period		
			10am - noon		1pm - 3pm		1pm - 3pm		6pm - 8 pm		6:30pm		7pm		6pm		6:30pm		7pm		7:30pm		Count	%	Vacancies
			Count	%	Count	%	Count	%	Count	%	Count	%	Count	%	Count	%	Count	%	Count	%	Count	%			
A	Riverside Ave & Main	16	3	19%	12	75%	16	100%	16	100%												16	100%	0	
B	2nd Ave & Walnut	52	16	31%	39	75%	44	85%	52	100%												52	100%	0	
J	N Riverside Ave & Cedar	91	59	65%	65	71%	54	59%	74	81%	89	98%	90	99%								90	99%	1	
K	E Main St & N 3rd Ave	36	13	36%	18	50%	22	61%	24	67%	31	86%	33	92%								33	92%	3	
N	State Ave & N 3rd Ave	46	6	13%	14	30%	12	26%	9	20%	11	24%	13	28%	6	13%	6	13%	6	13%	6	13%	14	30%	32
P	N riverside Ave near	46	0	0%	1	2%	3	7%	13	28%	16	35%	41	89%	15	33%	15	33%	19	41%	23	50%	41	89%	5
U	N riverside Ave near	29	18	62%	19	66%	24	83%	24	83%	16	55%	22	76%								24	83%	5	
S	Walnut Ave & S 3rd Ave	78	36	46%	40	51%	72	92%	77	99%												77	99%	1	
	Totals	394	151	38%	208	53%	247	63%	289	73%												347	88%	47	

(Note: High occupancy lots are highlighted in light blue.) Source: DESMAN

Table 5: Off Street Parking Occupancy in St. Charles, IL West of Fox River

Map Letter	Location	Spaces	Wed, Aug 9, 2023		Thu, Aug 10, 2023		Sat, Aug 12, 2023				Fri, Sep 22, 2023				Sat, Sep 23, 2023								Peak Period										
			10am - noon		1pm - 3pm		1pm - 3pm		6pm - 8 pm		6:30pm		7pm		6pm		6:30pm		7pm		7:30pm		Count	%	Vacancies								
			Count	%	Count	%	Count	%	Count	%	Count	%	Count	%	Count	%	Count	%	Count	%	Count	%											
C	2nd St & Illinois St	29	21	72%	15	52%	0	0%	9	31%																	21	72%	8				
E	S 2nd St & W Main St	20	8	40%	19	95%	18	90%	20	100%																	20	100%	0				
F	S 2nd St & W Main St	28	21	75%	17	61%	15	54%	22	79%																	22	79%	6				
G	N 2nd St & State St	82	45	55%	64	78%	63	77%	78	95%	82	100%	81	99%																	82	100%	0
H	N 2nd St & State St	38	16	42%	9	24%	18	47%	28	74%																	28	74%	10				
L	N 3rd St & Cedar St	40	16	40%	15	38%	34	85%	38	95%																	38	95%	2				
O	N 3rd St & State St	80	9	11%	12	15%	23	29%	64	80%	80	100%	80	100%	78	98%	78	98%	78	98%	78	98%	80	100%	0								
Q	Walnut St & S 4th St	33	13	39%	15	45%	3	9%	9	27%																	15	45%	18				
R	Walnut St & S 3th St	48	11	23%	12	25%	12	25%	18	38%																	18	38%	30				
T	S 2nd St & Walnut St	27	21	78%	19	70%	15	56%	19	70%																	21	78%	6				
V	Illinois St & S 1st St	54	48	89%	30	56%	29	54%	34	63%	50	93%	52	96%	54	100%	48	89%	49	91%	49	91%	54	100%	0								
X	Illinois St & S 1st St	34	22	65%	14	41%	11	32%	33	97%	34	100%	33	97%	33	97%	30	88%	29	85%	28	82%	34	100%	0								
Y	Indiana St & S 1st st	19	6	32%	7	37%	0	0%	8	42%	1	5%	19	100%	14	74%	15	79%	13	68%	9	47%	15	79%	4								
I	S 1st St & Illinois St	429	168	39%	156	36%	118	28%	239	56%	254	59%	359	84%	323	75%	361	84%	359	84%	362	84%	362	84%	67								
Z	Illinois St west of river	106	102	96%	77	73%	89	84%	100	94%																	100	94%	6				
Totals		1,067	527	49%	481	45%	448	42%	719	67%																	910	85%	157				

(Note: High occupancy lots are highlighted in light blue.) Source: DESMAN

Table 6: Peak Period (Weekend Evening) Off-Street Parking Vacancies

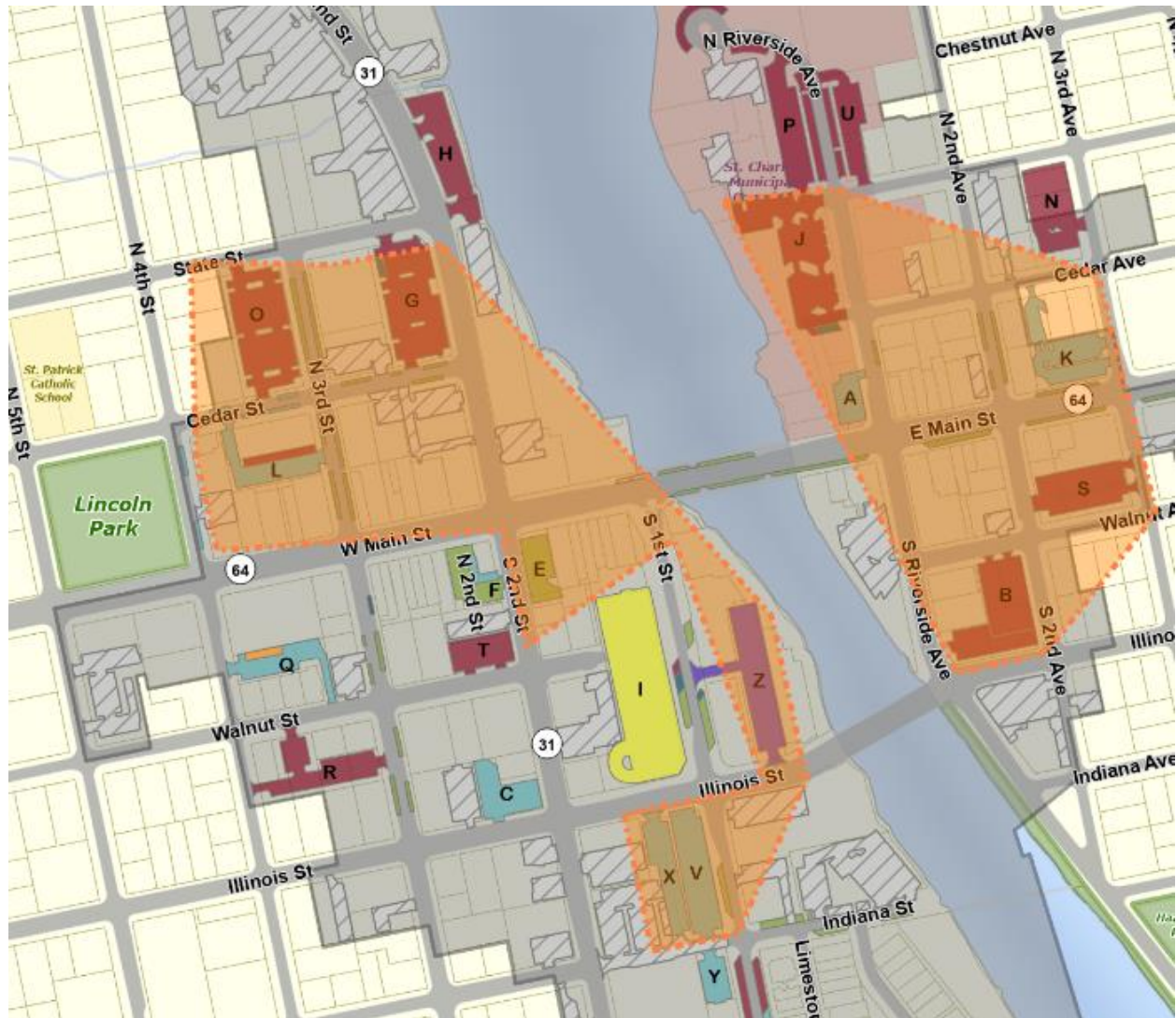
Location	Worst Case Scenario		Average Scenario	
	Occupancy	Vacancies	Occupancy	Vacancies
West of Fox River	85%	157	80%	209
East of Fox River	88%	47	80%	80
Total	86%	204	80%	289

Source: DESMAN

Figure 2 below gives a geographical snapshot of parking congestion and shows that parking is most congested in the most central areas of downtown St. Charles where there are the most activity sites. Directly east of the Fox River, Flagship on the Fox and Arcada Theatre which lie along S. Riverside Ave. just south of E. Main St. are two venues that generate substantial weekend traffic and thus a large demand for parking. Patrons use lots A, B, S, and K for these venues, but Lots N, P, and U are also available and undercapacity despite their proximity to these three congested lots. A total of 73 spaces are vacant in these three lots during the Saturday evening time period. This underutilization could be due to their distance from the activity sites both along Main St. and south of Main St. as respondents in an online survey mentioned that distance to their final destination was a significant parking issue.

On the west side of the Fox River, Cedar Fox Weddings and Events (on Cedar St. between N 3rd and 4th streets), Hotel Baker (on Main St. alongside Fox River), along with various other restaurants, bars, and nightlife are major generators of weekend traffic. Parking demand is generated in lots nearby the Fox River starting at State St. going southward to Indiana St. Despite this demand, at its peak during the weekend evening, the five-story parking garage along with other west side surface lots have over 200 parking spaces vacant. During the peak period, the five-story parking garage still has approximately 67 parking spaces available. A majority of the vacant parking spaces of the parking garage are on the fifth level. Reallocating parking demand from more crowded lots to less crowded ones is a strategy that should be pursued. For example, when Lots O, G, X, and V are crowded, visitors would be well-served by using nearby lots C, Q, R, and I which have a total of over 160 available parking spaces during the weekend peak period.

Figure 2: Off Street Public Parking Facilities with at least 85% Occupancy



Source: DESMAN

On Street Parking Occupancy

On-site data collection was also conducted to obtain on-street parking occupancy. As with off street data collection, the counts were performed during four time periods in the summer of 2023: Wednesday, August 9 from 10 am to noon, Thursday, August 10 from 1 pm to 3 pm, Saturday, August 12 from 1 pm to 3 pm, and Saturday, August 12 from 6 pm to 8 pm. The practical capacity rate of 85% was used, and once this rate is exceeded, potential parkers find it difficult to locate open spaces and are more likely to continue to search for an available space, creating traffic flow problems, frustrating drivers, and ultimately leading them to park elsewhere. **Tables 7 and 8** below present on-street parking occupancy in St. Charles. Saturdays have the greatest number of street segments that exceed practical capacity. This is especially true east of the Fox River, which has 22 time-location windows that exceed practical capacity, compared with 14 for west of the Fox River. These time-location windows are highlighted in orange. Despite these high-occupancy street segments on Saturday evenings, Tables 5 and 6 show that there are still a number

of segments that are below practical capacity during the same time frame, particularly west of the Fox River.

Table 7: On Street Parking Occupancy in St. Charles, IL East of Fox River

Street	Segment	Inventory	Wed, Aug 9, 2023, 10am - 12pm		Thu, Aug 10, 2023, 1pm - 3pm		Sat, Aug 12, 2023 1pm - 3pm		Sat, Aug 12, 2023, 6pm - 8 pm)	
			Count	%	Count	%	Count	%	Count	%
Indiana Ave	Riverside Ave to 2nd Ave*	0	0	-	0	-	0	-	1	-
Indiana Ave	2nd Ave to 3rd Ave*	6	0	0%	0	0%	1	17%	5	83%
Walnut Ave	Riverside Ave to 2nd Ave*	10	1	10%	1	10%	5	50%	9	90%
Walnut Ave	2nd Ave to 3rd Ave*	4	0	0%	0	0%	1	25%	5	125%
Walnut Ave	3rd Ave to 4th Ave*	6	4	67%	4	67%	4	67%	5	83%
Walnut Ave	4th Ave to 5th Ave*	5	3	60%	4	80%	4	80%	4	80%
Main St	4th Ave to 5th Ave	0	0	-	0	-	0	-	0	-
Main St	3rd Ave to 4th Ave	15	2	13%	1	7%	1	7%	8	53%
Main St	2nd Ave to 3rd Ave	13	3	23%	1	8%	7	54%	9	69%
Main St	Riverside Ave to 2nd Ave	6	4	67%	2	33%	4	67%	5	83%
Main St	Riverside Ave to bridge west end	22	7	32%	11	50%	16	73%	18	82%
Riverside Ave	Cedar Ave to Main St	3	2	67%	6	200%	3	100%	3	100%
Cedar Ave	2nd Ave to 3rd Ave	1	0	0%	0	0%	0	0%	0	0%
Cedar Ave	3rd Ave to 4th Ave	6	3	50%	3	50%	1	17%	3	50%
Cedar Ave	4th Ave to 5th Ave	6	1	17%	0	0%	1	17%	0	0%
State Ave	3rd Ave to 4th Ave*	4	1	25%	1	25%	2	50%	4	100%
State Ave	2nd Ave to 3rd Ave*	2	0	0%	0	0%	1	50%	1	50%
Riverside Ave	Great Western Trail to State Ave	57	15	26%	0	0%	17	30%	29	51%
Riverside Ave	Main St to Walnut Ave	15	10	67%	17	113%	15	100%	15	100%
Riverside Ave	Walnut Ave to Illinois Ave	10	2	20%	8	80%	10	100%	10	100%
2nd Ave	Walnut Ave to Illinois Ave*	8	0	0%	1	13%	7	88%	8	100%
2nd Ave	Main St to Walnut Ave*	12	4	33%	3	25%	10	83%	12	100%
2nd Ave	Cedar Ave to Main St	12	8	67%	11	92%	6	50%	13	108%
Chestnut Ave	2nd Ave to 3rd Ave	5	1	20%	2	40%	0	0%	0	0%
3rd Ave	Cedar Ave to Main St	6	0	0%	0	0%	0	0%	4	67%
3rd Ave	Main St to Walnut Ave*	6	2	33%	1	17%	1	17%	8	133%
3rd Ave	Walnut Ave to Illinois Ave*	5	0	0%	0	0%	2	40%	7	140%
3rd Ave	South Ave to Riverside Ave*	3	0	0%	1	33%	0	0%	0	0%
4th Ave	Walnut Ave to Illinois Ave*	1	1	100%	3	300%	0	0%	1	100%
4th Ave	Main St to Walnut Ave*	0	3	-	3	-	1	-	2	-
4th Ave	State Ave to Cedar Ave*	7	6	86%	3	43%	5	71%	6	86%
East Side Total		256	83	32%	87	34%	125	49%	195	76%

(Note: High occupancy segments are highlighted in orange.)

Source: DESMAN

Table 8: On Street Parking Occupancy in St. Charles, IL West of Fox River

Street	Segment	Inventory	Wed, Aug 9, 2023, 10am - 12pm		Thu, Aug 10, 2023, 1pm - 3pm		Sat, Aug 12, 2023 1pm - 3pm		Sat, Aug 12, 2023, 6pm - 8 pm)	
			Count	%	Count	%	Count	%	Count	%
1st St	Cobblestone Dr to Prairie St	4	2	50%	2	50%	2	50%	2	50%
1st St	Indiana St to Cobblestone Dr	29	18	62%	19	66%	9	31%	18	62%
1st St	Illinois St to Indiana St	4	3	75%	3	75%	2	50%	4	100%
1st St	Illinois St to Walnut St	19	17	89%	16	84%	9	47%	18	95%
1st St	Walnut St to Main St	0	0	-	0	-	0	-	0	-
State St	3rd St to 2nd St*	3	0	0%	2	67%	0	0%	0	0%
3rd St	State St to Cedar St	18	3	17%	7	39%	4	22%	14	78%
3rd St	Cedar St to Main St	18	6	33%	14	78%	15	83%	17	94%
3rd St	Main St to Walnut St	9	4	44%	5	56%	5	56%	9	100%
3rd St	Walnut St to Illinois St	10	4	40%	2	20%	3	30%	7	70%
3rd St	Illinois St to Indiana St	8	3	38%	2	25%	1	13%	1	13%
4th St	Illinois St to Indiana St*	8	2	25%	3	38%	2	25%	3	38%
4th St	Walnut St to Illinois St*	4	0	0%	1	25%	1	25%	1	25%
4th St	Main St to Walnut St*	1	0	0%	0	0%	0	0%	0	0%
4th St	Cedar St to Main St	18	3	17%	7	39%	9	50%	18	100%
4th St	State St to Cedar St*	8	1	13%	1	13%	6	75%	5	63%
State St	5th St to 4th St*	6	0	0%	0	0%	0	0%	0	0%
5th St	Cedar St to Main St	10	7	70%	7	70%	5	50%	5	50%
5th St	Main St to Walnut St*	7	0	0%	3	43%	0	0%	0	0%
5th St	Walnut St to Illinois St*	6	2	33%	1	17%	3	50%	3	50%
Indiana St	4th St to 3rd St*	7	2	29%	2	29%	2	29%	2	29%
Indiana St	3rd St to 2nd St*	12	7	58%	5	42%	6	50%	6	50%
Illinois St	2nd St to 1st St	0	0	-	0	-	0	-	0	-
Illinois St	4th St to 3rd St*	9	0	0%	1	11%	0	0%	0	0%
Walnut St	5th St to 4th St*	16	1	6%	2	13%	2	13%	3	19%
Walnut St	4th St to 3rd St*	14	3	21%	1	7%	0	0%	1	7%
Walnut St	3rd St to 2nd St	16	9	56%	11	69%	2	13%	15	94%
Cedar St	3rd St to 2nd St	11	9	82%	9	82%	9	82%	11	100%
Cedar St	4th St to 3rd St	12	5	42%	4	33%	8	67%	11	92%
Cedar St	5th St to 4th St	15	8	53%	3	20%	6	40%	10	67%
State St	4th St to 3rd St*	9	2	22%	0	0%	0	0%	0	0%
Indiana St	1st St to Fox River	8	4	50%	2	25%	7	88%	9	113%
Cobblestone Dr	Limestone Dr to Brownstone Dr*	5	0	0%	0	0%	0	0%	0	0%
Limestone Dr	Indiana to Cobblestone Dr	2	1	50%	1	50%	2	100%	2	100%
Limestone Dr	Cobblestone Dr to Bluestone Dr*	14	3	21%	0	0%	1	7%	0	0%
Bluestone Dr	Limestone Dr to Brownstone Dr*	6	0	0%	0	0%	0	0%	1	17%
Brownstone Dr	Cobblestone Dr to Bluestone Dr	4	1	25%	0	0%	1	25%	0	0%
Brownstone Dr	Indiana St Cobblestone Dr	6	1	17%	2	33%	1	17%	0	0%
Main Street	5th Street to 4th Street	0	0	-	0	-	0	-	0	-
Illinois Street	1st Street to Fox River	0	0	-	0	-	0	-	0	-
Prairie Street	2nd Street to 1st Street	0	0	-	-	-	0	-	0	-
West Side Total Occupancy		356	131	37%	138	39%	123	35%	196	55%

(Note:

High occupancy segments are highlighted in orange.)

Source: DESMAN

On Street and Off-Street Parking Occupancy Summary

In summary, there are total of 2,071 public parking spaces, including on and off-street, in the downtown area and the highest parking occupancy is on Saturday evenings. On a peak Saturday evening, approximately 1,648 of the 2,071 total downtown parking spaces are occupied, or about 80% of the total parking spaces.

On a typical Saturday evening, the east side of the Fox River has an average off-street parking of 80% occupancy (88% in the worst-case scenarios), with a majority of the vacant parking spaces in Lot N. On-street parking on the east side is at 76% occupancy, with a majority of the vacant parking space between State Ave and the Great Western Trail. As depicted in Figure 2, parking occupancy is highest closer to Main Street however there is available parking in lots one or two blocks north of Main Street. The data presented here confirms the observations and comments of city staff, citizens, and the consulting team, namely, parking is most difficult on Saturday evenings on the east side of the Fox River. Parkers on the east side do not experience significant congestion during any of the other three time-intervals for weekday mornings, weekday afternoons, and Saturday afternoons.

The west side of the Fox River, 7 of the 15 off-street parking facilities reached above the practical capacity occupancy threshold at some point. It is important to note that the five-story parking garage never reached above the practical capacity. On-street parking occupancy reached a 55% occupancy at peak, with the highest occupancy on First Street, Cedar Street, and Third Street.

The data shows that even in the worst-case scenario, there is both on- and off-street parking available. Wherever and whenever there is a high-occupancy facility, there is always a lower-occupancy facility nearby. However, this second and third parking option is not always readily apparent to visitors or is inconvenient from a pedestrian standpoint if you have to cross a barrier such as Route 64.

Parking Rates

The City of St. Charles currently does not charge for parking at any of its public surface lots, garages, or on-street spaces. Visitors may park wherever they like so long as space is available.

Parking Equipment

The City of St. Charles currently does not use any equipment for parking purposes. Since parking is not charged, there is no need for meters, gates, mobile apps, or pay stations.

Time Restrictions

Of the 23 off-street parking facilities, 12 provide 24-hour parking. Others provide a mix of parking time limits, ranging from 30 minutes to eight hours. **Figure 3** below gives a snapshot of the off-street parking facilities, colored according to time restrictions. These time restrictions are listed in **Table 9** below. Time restrictions are also an element of on-street parking with time limits ranging from 15 minutes to eight hours. One major drawback is that there are too many categories of these parking time restrictions making it hard for downtown visitors to remember how long they can park and where.

Table 9: Parking Time Restrictions in Downtown St. Charles, IL

Color	Parking Time Limits
Maroon	24 hrs
Yellow	1,3, & 24 hrs
Other colors	30 min to 8 hrs

Source: DESMAN

Figure 3: Off Street Parking in Downtown St. Charles According to Time Restrictions



Source: DESMAN

Signage and Wayfinding

Both on-street and off-street parking and wayfinding signage exists in downtown St. Charles. However, both the quantity and quality of signage and wayfinding is not adequate to clearly direct downtown visitors to designated public parking. This was especially true in the five-story parking garage where drivers are more hesitant to park on the 4th and 5th floors due to the circular ramp and poor maneuverability on the first three levels. Wayfinding after vehicles have been parked is also difficult because the north-end elevator does not access the 2nd and 3rd floors.

Wayfinding and signage in the surface lots are also insufficient. Signs in a number of lots are not placed in easily visible locations, do not contain easy-to-understand information, and are hard to discern whether or not the lot is public or private. A sample of currently used signage and their potential drawbacks are below in **Figures 4 to 7**. Figure 4 is a wayfinding sign, but does not clearly indicate that public parking is available in the lot directly behind the sign. Figure 5 is also a wayfinding sign, but it is not specific enough. There are four public parking surface lots in the direct vicinity of the sign, and the public would be better served if the signs were positioned clearly in each of the lot's entrances. Figures 6 and 7 are examples of signage that is too difficult to see. The sign in Figure 6 is too small and far from the road, and the sign in Figure 7 is emblematic of signs in the parking garage that should be made more visible.

Figure 4: No Clear Indication of Public Parking at Lot Entrance



Source: DESMAN

Figure 5: Unclear Wayfinding Signage



Source: DESMAN

Figure 6: Small Sign Size, Suboptimal Location, and Unclear Meaning



Source: DESMAN

Figure 7: Difficult to Find Directional Signage in Parking Garage



Source: DESMAN

Enforcement

Parking ordinances are spelled out in the City of St. Charles Municipal Code Book, Title 10, “Vehicles and Traffic”, Section 10.40 – Stopping, Standing, and Parking. These ordinances apply to both the operator and owner of any vehicle in question. Parking enforcement falls under the responsibility of the St. Charles Police Department. Since parking is free of charge in St. Charles, there are no code violations regarding cost. However, code violations can occur due to time restrictions, prohibited parking locations, loading zones, snow conditions, and so on. Citizens, government, and police all agree that there is a lack of enforcement of parking violations.

Parking Facility Misuse

While technically not a violation, vehicles being stored in public parking lots has been noticed. This “warehousing” of vehicles over multiple days is a misuse of public parking lots and can cause problems during periods of high occupancy. **Figure 8** shows two business vehicles parked over multiple days in a public lot.

In addition, due to its high vacancy levels, the 1st St. parking garage has experienced numerous incidents of youth joyriding their vehicles on its top floor. While this is also technically not a parking violation, it defaces the parking garage, discourages parking on the top floor, and is a nuisance to the public. **Figure 9** shows skid marks on the top floor of the 1st St. parking garage.

Figure 8: Multi-Day Continuous Parking in Publicly Owned Lots



Source: DESMAN

Figure 9: Skid Marks Due to Joyriding on Top Floor in Parking Garage



Source: DESMAN

Online Parking Survey - Residents

An online survey was conducted during the study timeframe and over 390 responses were received. The overwhelming majority of respondents were from St. Charles and its western suburbs and most were above the age of 41. Consistent with expectation, visitors found parking during the weekend evenings to be most troublesome, with many finding parking availability and the distance to their final destination as the two biggest problems. Nearly 80% of respondents went downtown for eating or other entertainment and about 7 in 10 parked in an off-street public lot or garage. Finally, visitors responded that they would be very unwilling to pay for parking. Highlights of the survey are shown in **Table 11** below.

Table 11: Online Visitor Parking Survey Highlights

Question	Response Highlight
Where downtown visitors live...	93% were either from zip code 60175 or 60174
Visitor age...	80% were 41 years old or above
How often visitors go downtown...	97% visit downtown at least a few times a month
Days which visitors find parking most challenging...	91% find weekends to be most challenging for parking
Time of day visitors find parking most challenging...	83% find parking most challenging after 5 pm
How visitors go downtown...	91% go by car, 6% walk, and 2% use a bicycle
Reason visitors go downtown...	79% of visitors go downtown for eating or recreation
Where visitors park their cars...	71% park in an off-street public lot or garage, 13% park on-street alongside a curb
How easy visitors can find a parking space in downtown...	Visitors scored this only about 3.5 out of 10
How safe visitors feel parking downtown...	Visitors scored this about 5.7 out of 10
How willing visitors would be to pay a small fee for parking downtown...	Visitors scored this only about 1.5 out of 10
Problems visitors have when parking downtown...	72% of visitors find parking availability and distance to their destination as the biggest problems

Source: DESMAN

Online Parking Survey - Businesses

An online survey was also conducted for business owners in downtown St. Charles. Close to 30 businesses responded, and responses mirrored those of the residents. Highlights of the business survey are in **Table 12** below.

Table 12: Online Business Parking Survey Highlights

Question	Response Highlight
How easy it is for their customers to find a parking space...	Businesses scored this at about 5 out of 10
How easy it is for their employees to find a parking space...	Businesses scored this at about 6 out of 10
Biggest problem their patrons have with parking...	Many businesses wrote that patrons' biggest problems were inconvenient distances from destinations and the time needed to park
Days which patrons find parking most challenging...	89% of business owners selected weekends as the most challenging for their patrons...
Time of day patrons find parking most challenging...	93% responded that afternoons and evenings are most challenging for patrons

Source: DESMAN

STAKEHOLDER INTERVIEWS AND PUBLIC OPEN HOUSES

A series of stakeholder interviews on August 9 and 10, 2023 as well as two public open houses on August 14 and September 6, 2023 were conducted. The interviews as well as the open houses provided community input and first-hand experience of parking-related issues in downtown St. Charles. Open house visitors came from a broad cross section of St. Charles with a total of over 30 visitors at the August and September open houses. The following is a list of stakeholders and their respective organizations.

Stakeholders

- Laura Purdy – St. Charles Business Alliance
- Amy Curione – St. Charles Business Alliance
- Mike Kies – St. Charles Park District
- Sue McDowell – Arts Council
- Debbie Gurley – St. Charles Area Chamber of Commerce
- John Rabchuk – River Corridor Foundation of St. Charles
- Tom Anderson – Developer/Property Owner
- Amber Grove– Developer/Property Owner
- Nick Smith– Developer/Property Owner
- Megan Curren - The Graceful Ordinary (restaurant)
- Mike Carney – The Office/Whiskey Bend (restaurant)
- Dino Sisto – La Zaza’s (restaurant)
- Jayme Muenz – Ward 2 Alderperson
- Bryan Wirball – Ward 4 Alderperson
- Billy Metzger – The Diamondaire (business)
- Lance Ramella – Cedar Fox (business)
- Bob Gehm – Ward 3 Alderperson
- Ed Bessner – Ward 5 Alderperson
- David Pietryla – Ward 4 Alderperson

Among major employers, minor employers, developers, and public works, the stakeholders gave varying feedback on the public parking system. The following describes common issues brought about during the interviews.

General Comments

- *St. Charles has a lot of popular dining places so evenings are especially bad for parking.*
- *Weekend and event traffic is the problem, especially in the Lincoln Park neighborhood. I've found that people will accept festival-related traffic and parking, but not typical weekend traffic and parking.*
- *The lot alongside N 2nd St. between State St. and Cedar St. could fill a few garbage cans after a weekend night. Cleaning it more frequently should be considered.*
- *The city needs to provide numbers about the costs of solutions such as parking garages and enforcement.*
- *Parking decks are good, but if they are built north of Main St. on the east of the river, I wonder if people will be willing to cross to the south side of Main St. to access Arcada Theatre and other businesses. Main St. is not easy to cross for either pedestrians or cars.*
- *One issue is the problem of perception. Parking needs to be presented as an increase in spaces for the public, not as a revenue generator for the government.*
- *In the northeast quadrant of downtown, parking is challenging on the weeknights and weekends when the Arcada is in use.*
- *Recommendations should take into consideration the quality of life issues of current residents.*
- *Please! We are the "Pride of the Fox". Stop giving the parking lots the river view!*
- *I am amazed at how many people park at the old police station and city hall during evenings to come in town for dining, etc. It's actually very cool and we can capitalize on that space somehow.*
- *Maintain the current parking characteristics of the neighborhoods even if new developments go in.*
- *There should be free shuttles/trolleys on Fridays, Saturdays, and Sundays around town.*
- *Why do we have a parking issue when there is so much vacancy on 1st and Main?*
- *The city should be cognizant of river quality and runoff.*
- *Perceived safety is an issue.*
- *The SE quadrant is always full!*
- *A circulating shuttle would be better than valet service.*

Signage & Wayfinding

- *During events, if lots near my business are filled, customers don't know where to park even though I tell them beforehand where they can park. Signage is important.*
- *Wayfinding is a big issue. It's inconsistent throughout the downtown area, and perhaps a parking app would help.*
- *Parkers need real-time information about parking space availability.*
- *Downtown needs better signs and wayfinding.*

- *There definitely needs to be wayfinding that directs people from more crowded lots to less crowded lots.*
- *There needs to be signage in the deck that indicates how full each floor is.*
- *There needs to be electronic signage and an app that indicates the number of spaces available.*
- *There is a general lack of information about parking. People who visit downtown don't know who to ask or where to look to find information about parking.*
- *Better signage in parking deck!*
- *There should be electronic signage showing open parking spots in garages. Especially on 1st St, people should be encouraged to drive into where parking spots are available.*
- *Please add more and better signage to direct drivers to major parking sites!*
- *Top levels of decks are sometimes empty.*
- *Traffic on Main St. gets blocked by delivery trucks; better signage would help.*
- *Large, lighted parking signs are needed. Some lots are barely marked.*

Enforcement

- *I think enforcement is an issue. I see that 24-hour lots are being taken advantage of. I've seen some commercial trucks that park continuously in some lots.*
- *I also see that 24 hour lots are being taken advantage of. I've seen some vehicles left in these lots for over one month!*
- *Enforcement of time limits is low-hanging fruit – that's something that could be done pretty easily.*
- *I've heard of car break-ins in the parking garage. The police need to be involved.*
- *Hiring enforcement officers is better than spending \$10 to \$20 million on a parking deck.*
- *Because time restrictions need to be enforced, I wonder if parking tickets are a good way to enforce this.*
- *Nowadays, with delivery services less reliable, delivery trucks are blocking traffic. This needs to be managed better.*
- *People who park in our lots don't always patronize our businesses. I see some parking in our lot who use Pottawatomie Park trails, which go across the river.*
- *Please enforce current parking regulations and limit parking on residential streets.*
- *Parking enforcement does not need to be increased unless it becomes a serious issue. It's a waste of resources.*

Physical Parking Infrastructure Supply, Equipment

- *The city needs to install more speed bumps in the parking deck to prevent bad driving.*
- *Rideshare spots for Uber and Lyft are a waste of space – get rid of them!*
- *Combine the two parking lots between State St. and Cedar St. into one.*
- *There is not enough striping to indicate parking stalls.*
- *Parking in the Arcada area is underserved for parking patrons.*
- *Our customers use the lot alongside N 3rd St. between State St. and Cedar St. During our events it's filled to capacity and our employees and subcontractors have to park on the street sometimes blocks away from our venue.*

- *For aesthetic reasons, I am opposed to any parking garage being built riverside. I prefer something further away from the river.*
- *I don't think we need new parking garages, and if we do build them, I want them pushed to the outskirts. The city needs to think more about micro-mobility, trolleys, and the like.*
- *Arcada Theatre and breweries bring in younger crowds. This brings a lot of youth to the big parking garage, and there needs to be a gate system to regulate the flow of traffic in and out of the parking garage.*
- *There is room for putting a parking garage in a number of candidate locations. In particular, I think the lot west of Baker Memorial Church across 3rd Ave is a good location.*
- *I think there is more land to convert into parking than the city is willing consider.*
- *Bicycle parking is needed. Bicyclists shouldn't have to lock their bicycles to lampposts.*
- *It seems to make sense to utilize the parking lots between 2nd and 3rd Avenue better. And remove the old houses because they look awful!*
- *There needs to be handicap accessibility on 2nd Ave and in the Main area.*
- *I hate the thought of giving up the parking lot directly north of the government office for a multistory parking deck. Try to be more creative!*
- *The lot on N 3rd Ave between Cedar Ave and E Main St. could have underground parking.*
- *No tall parking garages! I do not like the 1st St. five-decker!*
- *Residential parking for homeowners (or renters) on streets near town is needed.*
- *I like the idea of the parking lot on N 3rd Ave between Cedar Ave and E Main St. becoming some kind of garage.*
- *A gate system in the parking garage is needed.*
- *Add an east side parking garage on 2nd Avenue.*
- *There should be more drop-off locations in downtown.*
- *Obtain more federal money to build EV stations.*
- *More multi-level, off-river parking is needed in the southeast quadrant of downtown.*
- *Parking is needed on the east side because of the Arcada and new restaurants.*
- *More parking is needed for the Baker Community Center. Some events fill its capacity and parking spills into the streets.*
- *Do not save the old police station!*
- *Bicycle trail parking is needed near the bridge to Pottawatomie Park.*
- *Expand the downtown northeast quadrant parking deck to incorporate the neighboring housing property!*
- *Parking on the Main St. bridge should be eliminated!*
- *QR codes can be used instead of or in addition to a parking app. This can be used to direct parkers to lots with vacancies.*
- *Another parking garage is possibly needed in the SE quadrant near Pollyanna Brewing.*

Parking Pricing, Time-Restrictions, Permits, Ordinances

- *On-street metered parking is needed. If we use this, we can push free parking into the garages. More parking turnover means more profit.*

- *Charging a parking fee is not a bad idea, but businesses and their employees will feel punished. Therefore, if parking in some places in downtown is charged, I would like to see different fees for employees and customers.*
- *I moved my business here from a neighboring city because the parking there was horrendous! Here parking isn't as bad, but my customers don't know where to park. Channeling them to available parking locations would help. Parkers spend about 45 minutes in my store, and Thursdays and weekends get busy. With some parking only available for only 30 minutes, it's hard to do anything.*
- *The city needs to create permit parking according to neighborhood.*
- *I think there will be resistance to paid parking because people aren't accustomed to it.*
- *There needs to be parking spaces dedicated to employees of businesses, so they don't need to walk far to get to work. Also, spaces with time restrictions are tough for employees because they may have to move their cars mid-shift.*
- *Customers of small stores should be able to park in front of the store using short-term parking.*
- *At our restaurant, we don't do lunch business because of 90-minute parking nearby. This is too short for lunch-goers and people don't want to park in the parking deck for lunch.*
- *Increase the cost of on-street parking to force cars into the city's parking garages.*
- *Change zoning so that all new buildings downtown accommodate all needed parking.*
- *No on-street parking facing the river!*
- *Maintain liberal green space between the municipal building and Pottawatomie Park.*
- *When the riverfront is closed for the art fair, businesses struggle.*
- *The 90-minute parking restriction is unnecessary.*
- *Pick-up and drop-off zones need to be established on the west side.*
- *Either all parking should be 24 hours or overnight parking should be allowed. Otherwise, people will try to drive while intoxicated.*

Shared Parking

- *Shared parking is low-hanging fruit and a great idea, but it's a cultural shift. I think it could work at some banks as well as the public library.*
- *Ultimately, lower cost options need to be explored first. Start with shared parking and enforcement before considering expensive parking decks.*
- *Shared parking at the library or at other businesses when they're not open is needed. 362*
- *Allow the public library as well as St. Mark's Church parking lots to be used by private valet services.*
- *Protect current library parking for patrons during library hours. Open it to be utilized after hours only.*
- *On Friday and Saturday evenings, use church parking and provide shuttle service.*
- *The city should try to arrange to have private parking lots used during their non-business hours.*
- *Support utilizing existing capacity during late hours (Ex: public library with shuttles). Oppose building a new parking structure.*

SHARED PARKING POTENTIAL

Shared parking can be one efficient solution to the parking problems currently faced by St. Charles. Shared parking is when parking spaces can be used to serve two or more individual land uses or purposes without conflict or encroachment. Shared parking can happen when there are variations in the peak accumulation of parked vehicles as the result of different activity patterns of adjacent or nearby land uses (by hour, by day, by season), or when there are relationships among land use activities that result in people visiting two or more land uses on a single auto trip to a given area or development. In the case of St. Charles, some candidate businesses would be banks, funeral homes, daytime shops, and public facilities. These businesses attract visitors at different hours than bars and restaurants. The physical infrastructure (lots) is already available, and there are a number of potential locations throughout the study area. **Table 13** and **Figure 10** below shows candidate shared parking locations in the downtown area of St. Charles. These locations would be used outside of conventional business hours (8 am to 5 pm) and would help to serve the abundance of visitors that frequent the restaurants and bars during the evenings and weekends. The location with the largest potential is the St. Charles Public Library. This is due to its large lot size (125 spaces) and its location near the southeast quadrant which is the area that is experiencing the most parking congestion. Other locations are scattered throughout the area and contain around 10 to 60 parking spaces. In order to utilize these spaces, contractual arrangements must be made with the property owners.

Table 13: Candidate Shared Parking Locations

West of Fox River			
	Business/Organization Name	Location	Estimated Parking Spaces
1	St. Patrick's Catholic Preschool	State St & N 4th St	58
2	St. Charles Bank & Trust	W Main St & S 5th S	45
3	Shelby School	Indiana St & S 5th St	38
4	Dick Pond Athletics St. Charles	State St & N 2nd St	54
5	Moss-Norris Funeral Home	Illinois St & S 3rd St	20
6	Doc Morgan Inc.	Walnut St & S 2nd St	30
7	Law Offices of Jotham S. Stein P.C.	Indiana St & S 3rd St	8
East of Fox River			
8	Directions in Clothing	State Ave & N 2nd Ave	20
9	Joseph M. Wiedemann & Sons Inc	E Main St & 3rd Ave	15
10	Yurs Funeral Homes Inc.	E Main St & 4th Ave	44
11	Public Library & St. Mark's Lutheran Church Shared Parking	E Main St & 5th Ave	125

Source: DESMAN

Figure 10: Candidate Shared Parking Locations



Source: DESMAN

FUTURE DEVELOPMENTS

A number of future developments are planned in St. Charles within the next five years, most of which will be the redevelopment of previously or currently used properties. St. Charles provided information on proposed developments in the downtown area. This included information about the development type, location, size, land use elements. Based on this information, projected parking need was estimated as shown in **Table 14**. Developments for which specific numerical information about size were provided, parking estimates were generated using industry standard calculation methodology. For other developments which specific numerical information was not available, parking ratios are provided in **Table 15** below as a general estimate of parking demand needs. These recommended ratios are based on industry standards. It should be noted that these are very general parking ratios to give an idea for demand however it will vary based on location and market conditions. For downtown environment, these demands are typical fully or partially absorbed by public parking facilities. Descriptions for each proposed project are below:

- Plaza Expansion project includes the permanent closure of 1st Street to vehicles from Walnut St. to Main St. to accommodate a contiguous public plaza which will essentially triple the existing plaza space. The project will feature a meandering walkway to allow for unobstructed pedestrian passage through the site. This project is scheduled to be completed in February of 2024. In

comparison to the other uses, public plazas do not generate high parking demand, but indirectly attract more traffic to the downtown or result in visitors staying longer.

- Whole Food Market has been approved and the developer is working with City staff to obtain building permits. Whole Foods is forecasted to need 132 spaces, there will be a total of 144 parking spaces dedicated to the grocery store. The methodology used to calculate the Whole Foods parking need is based on the methodology developed by the Urban Land Institute which calculates parking demand based on factors such as development square footage, seasonality, and captive customer ratios. Whole Foods peaks during the afternoon, and if there aren't any available dedicated parking spaces then customers can park in one of the surrounding public parking spaces. There will still be a total of 30 public parking spaces in Lot V and Lot X. Per the Whole Foods site plan, the developer will also be converting parallel parking on First Street to angled parking, which will result in a net gain of five public parking spaces. It is important to note that that parking occupancy is at its lowest during the day, below 50% occupancy. The five-story parking garage on the west side of the river is only 28% occupied during the afternoon timeframe.
- Former Police Department Site, spanning approximately two acres and owned by the City, has been the subject of development considerations in recent years. The City has yet to approve a project however proposals have included multi-family housing and hotels to restaurants, all incorporating a public space component. The absence of a specified development type makes it challenging to estimate parking demand accurately. In planning for the site's development, the City should consult Table 15, which outlines the recommended parking spaces needed per development type. This reference will be crucial in determining the appropriate parking infrastructure when a specific proposal takes shape. Additionally, the City can leverage this development opportunity to bolster downtown parking availability by strategically increasing the overall parking supply.
- The River East Lofts project is a planned mixed-use building at the southeast corner of Illinois & Riverside Ave and consists of a 4-story building, with retail space and parking on the first floor and 42 total residential units on the upper floor. This property is privately-owned and currently consists of one building and 48 parking spaces (11 public parking stalls). The completed development will include 51 parking spaces (2 public parking stalls). This property is included in both downtown SSAs, per City code the developer needs to replace the existing parking. This is a typical practice for downtowns as meeting the industry standards is difficult given the limited available land. In many cases, meeting the industry standards would result in fewer buildings, more surface lots, and thus a less vibrant urban environment. The developer is increasing the total parking supply of the property from 48 to 51, thereby meeting the City's requirement. This is a privately-owned lot; however, the current property owner allows it to be used by the general public. Once the River East Lofts is completed it will be perceived as a displacing public parking, even though it is privately owned.

- River 504 (Milestone Row 2) is a four-story building incorporates 3,330 square feet of commercial space fronting S. 1st St. and 41 internal parking spaces on the first floor, with up to 20 residential condominium units on floors 2-4, and a partial 5th-floor penthouse. The project is would also include the addition of 15 angled public parking spaces on First Street. The proposed number of parking spaces would exceed the estimated parking demand.
- Lot 4 is a city-owned vacant grass lot at the northeast corner of Illinois St. and IL Route 31 (2nd St.). The lot is approximately 0.13 acres and, in the past, has been considered for a mixed-use with first floor commercial and second and third floor office or residential. Ideally, this development would include internal parking however given the size of the property that may not be possible. As this property is in the downtown Special Services Areas it would not be required to provide parking. The adjacent five-story parking garage could accommodate a development here as the garage is not currently at practical capacity. If in the future, the garage parking occupancy exceeds the practical capacity threshold then the City could consider a development that generates less parking demand during peak parking times.
- The Baker Church is located four blocks east of the Fox River on Main Street. The Church owns two parking lots which are currently used for public parking except on Sunday mornings. The two lots are identified as Lots N and Lot K on Figure 1. Those lots have a parking inventory of 46 and 36, respectively. Lot N never reached an occupancy count above 30%, despite it being a 5-minute walk to the Arcada Theatre This is likely due to it being difficult to find and recognize, and is poorly lit. Additional wayfinding signage will help direct visitors to Lot N. Lot K is considered to be above practical capacity during peak hours during weekend nights. The Baker Church has indicated to the City that the two parking lots are available for sale and development. It has been suggested by the Church that either lot could accommodate a private mixed-use development and/or a public parking garage. In the event the lots are both developed without a public parking component it would result in a loss of 82 parking spaces. Both lots are partially included in the downtown SSAs, meaning any of the parking spaces in the SSA would need to be replaced in the event a development occurs. The replaced parking spaces would not be required to be public spaces.

Table 14: Planned Developments and Parking Need in St. Charles, IL

Development	Location	Development Type	Development Scale (sq ft, units)			Development Timeframe	Parking Demand	Parking Spaces Proposed
			Residential	Commercial	Other			
Plaza Project	Main St & South 1st St	public plaza			≈30,000 sqft	by 2028	0	0
Whole Foods Market	Indiana St & Geneva Rd	supermarket		35000 sqft		by 2025	132	144 ⁽¹⁾
Former PD Site	Riverside Ave & State St	TBD	TBD	TBD		after 2028	TBD	TBD
River East	Riverside Ave & South 2nd Ave	multifamily residential, commercial	42 units	6500 sqft		by 2028	68	50
River 504 (Milestone Row 2)	Limestond Dr & Prairie St	multifamily residential, commercial, garage parking	24 units	4000 sqft		by 2028	40	provided internally
Lot 4	Illinois St & South 2nd St	potentially commercial, residential, office		3500 sqft	7000 sqft ⁽²⁾	by 2028	40	TBD
Baker Church Properties	North 3rd Ave b/t East Main St & State Ave	potentially commercial, residential	TBD	TBD		TBD	TBD	TBD
Total:							280	

Notes: (1) Includes 12 employee spaces. (2) Assumed to be office space.

Source: DESMAN

Table 15: General Parking Ratios

Development Type	Recommended Parking Spaces Needed
public plaza	0.13/1000 sq ft
supermarket	4.75/1000 sq ft
multi-family development (one bedroom units)	1.05/unit
multi-family development (two bedroom units)	1.8/unit
hotel (50-175 rooms)	1.15/room
conference center	5.5/1000 sq ft
restaurant	17.4/1000 sq ft
retail	4/1000 sq ft
park	5.5/acre
concert bandshell	0.4/seat
office	3.93/1000 sq ft
bar/nightclub	19/1000 sq ft

Source: DESMAN

FINDINGS AND RECOMMENDATIONS

The following recommendations were developed by DESMAN, in consultation with the City of St. Charles, to address the issues identified throughout the course of this study. Recommended changes to the supply, management, operations, and technology of the parking system are intended to address both current and anticipated needs of the downtown area. No recommendation alone will alleviate all existing or future

parking issues. However, incremental improvements that delay or eliminate the need for additional physical parking structures will be cost-effective, improve the user experience, and address concerns raised by the stakeholders and citizens alike. City staff should consider conducting annual parking counts using the same methodology as this study. The annual counts would be beneficial in determining the actual impacts of both future developments and the parking solutions that are implemented. The scope of the parking counts can be expanded to include more on-street parking areas in the southwest quadrant of the study area. To maximize reliability of future counts, they should be conducted based on the following criteria:

- Multiple weekend nights
- Stretch from hours of 5pm to 8:30pm
- Favorable weather
- Non-special event days
- Nights with high and low attendance shows at the Arcada Theatre
- Wedding events at Baker Hotel, Cedar Fox, or other venues should be noted

While the impacts of the recommendations are predictable to an extent, parking system changes have the potential to impact parking in unknown ways. Due to this uncertainty, the implementation of parking system changes should have leeway for the impact to take effect before additional changes follow. Based on experience, this approach is successful in avoiding unintended consequences in a piecemeal way. This will allow a methodical approach that conserves resources for St. Charles. Simple, low-cost solutions can be implemented in the immediate/short-term. Complex, expensive solutions are assumed to be implemented over the course of several years.

Cost estimates that are provided below are for high-level planning purposes only. Actual costs can vary significantly depending on the circumstances. Despite this, it is hoped that these cost estimates will provide guidance for decision-making into the future.

Peak Period Off-Street Parking Availability

The study has shown that, despite perception, there is parking available in the downtown area even during times of heavy usage. Of the 394 available off-street spaces east of the Fox River and the 748 spaces west of the Fox River, an average of 80% are occupied on both sides during the peak weekend time period. This gives a total of 289 unoccupied spaces during peak parking space usage – 209 on the west side and 80 on the east side. On the east side, Lot P, near city hall, and Lot N, near Baker Church, have 25 and 28 available spaces during the peak period, respectively. On the west side, Lot C, Q, R, and I have a total of 160 parking spaces available during the peak. The city would be well served by making better use of existing parking facilities. How to do this is discussed subsequently.

Wayfinding and Signage Improvements

A lack of large, clear, and understandable signage was a concern for many citizens. Citizens and business-owners alike expressed concern about knowing where to park and what to do if their first parking choice was unavailable. New wayfinding and parking facility ID signage should be created for all City-owned parking facilities. Wayfinding signage is needed to direct drivers to off-street parking facilities in St.

Charles. Signs could be as simple as the universal “P” symbol with an arrow pointing toward the route to a parking facility, or include the name of the facility on it too. New signage should also be unique in design or color as to not blend in with the other downtown signage. In most cases, these directional signs can be located on existing light poles to minimize costs. In addition to external signage, informational and instructional signage posted inside St. Charles parking facilities should conform to an easily recognizable design scheme, the messaging should be clear and direct, and sign placement should be in an optimal location. Signs within the facility should only include vital information and be legible for drivers. The style should be consistent across all city facilities. In the event that parkers cannot find space in an off-street lot, wayfinding signage that directs parkers to nearby lots should exist.

<i>Estimated Cost to Implement:</i>	<i>\$7,000-\$15,000 per lot location</i>
<i>Estimated Timeframe</i>	<i>6 months</i>
<i>Action Steps:</i>	<i>Evaluate existing signage, identify locations for additional or improved signage, create design for new signage that is consistent with the city’s existing signage, solicit bid proposals from service providers, execute contract.</i>

Parking Space Availability Signs in Parking Garages

St. Charles currently has three multi-story parking garages, none of which have digital signs showing real-time parking availability. While the five-story parking garage is under capacity during its peak parking period on Saturday evenings, the remaining two parking garages are both near capacity during the same peak parking period. We recommend St. Charles install digital parking signs showing real-time parking availability at the entrance of each multi-story garage. Since these digital signs give information about parking availability on each floor, this would significantly reduce the time drivers waste looking for parking on floors where it doesn’t exist. At the five-story garage in particular, parkers can waste a lot of time ascending and descending the ramps as well as driving around each floor looking for vacant spaces. Out of frustration, parkers may exit the garage midway through their search and look for parking and entertainment opportunities elsewhere. Installing these digital signs can greatly reduce driver frustration as well as wasted time, especially in the five-story garage. These digital signs can either be those that indicate the number of spaces vacant on each floor of the garage, or those that simply show the words “full” or “available” on each floor. A similar system can also be installed in surface lots where a sensor detects the number of cars in the lot and provides that information to a parking app used by downtown visitors. An example of a digital sign that indicates the number of vacancies is shown below.



<i>Estimated Cost to Implement:</i>	<i>\$80,000 - \$120,000 (five story garage)</i>
<i>Estimated Timeframe:</i>	<i>3 months (five story garage)</i>
<i>Action Steps:</i>	<i>Develop and approve scope and program for services, solicit bid proposals from service providers, execute contract.</i>

Parking Time Restriction Improvements

As mentioned in a previous section of this report, St. Charles currently has a wide range of parking time restrictions for both their on- and off-street facilities. Some of these time restrictions are: 30 minutes, one hour, three hours, eight hours, and 24 hours. These time restrictions are too numerous and difficult to follow. To provide more clarity to downtown visitors, these time restrictions can be reduced to three different categories based on location. For locations where high turnover is needed, one-hour time limits are appropriate. For visitors staying for longer periods of time, i.e., events, shopping, employment, etc., three-hour or 12-hour time restrictions are more appropriate. The City may consider keeping 24-hour time restrictions in areas that are heavily utilized by residents in the surrounding neighborhoods.

<i>Estimated Cost to Implement:</i>	<i>\$50 per sign</i>
<i>Estimated Timeframe:</i>	<i>1 month</i>
<i>Action Steps:</i>	<i>Remove, reallocate, and/or replace existing parking time limit signs. Utilize standard design templates.</i>

Establish Pick-up/Drop-off Locations in Core Restaurant/Shop Areas

Downtown restaurant owners voiced concerns that some of their older and physically challenged customers had difficulty visiting their restaurants due to the challenge of walking from their parked vehicle to the restaurant. Official pickup/drop-off zones in downtown core locations should be established to ensure safety for the elderly and physically challenged. These zones should also be accessible to transportation network companies (TNCs) such as Uber and Lyft. The pickup/drop-off zone should be clearly identifiable and protected from on-going traffic. The signage should also notify drivers of the maximum duration of stay to prevent excessive vehicle “standing”. When the Plaza Project is complete, locations alongside South 1st St. and the west side of the plaza with easy access to the restaurants and shops would be very advantageous. A number of curbside parking spots along Riverside Ave. and Main St. can also be re-designated as pick-up/drop-off locations.



Estimated Cost to Implement:

\$100/sign

Estimated Timeframe:

6 – 8 weeks

Action Steps:

Establish location, signage, and striping necessary for pick up/drop off areas, solicit bid proposals from service providers for sign design and manufacture, execute contract.

Enforcement of Existing Parking Code Violations

St. Charles does not strictly enforce parking violations. Parkers that overstay their time in a parking spot are not ticketed, giving little to no incentive to follow the city code. Since continuous multi-day parking in public lots has also been spotted, it is imperative that the city enforce its code for parking violations. Parking violations that can be issued to a vehicle for failure to comply with city legal requirements should be clearly stipulated through city code, administered through the finance department, and enforced through the traffic section of the police department. In order to enforce time restrictions, one possibility is for St. Charles to implement Automatic License Plate Recognition (ALPR) technology, which is widely used today. Communities that have transitioned from manual enforcement to ALPR enforcement have significantly increased the productivity and efficiency of their parking systems. It is recommended that if on-street parking meters are introduced, at least one city vehicle be outfitted with LPR hardware and software for use by the City’s parking enforcement officers. In lieu of installing ALPR technology, the City deploy staff from the Police Department to enforce parking violations manually, however this is often less effective and more time consuming.



<i>Estimated Cost to Implement:</i>	<i>Mobile Unit: \$40,000 to \$60,000 (excluding the lease or purchase cost of a vehicle) Handheld Unit: \$5,000 per unit plus system software platform</i>
<i>Estimated Timeframe:</i>	<i>Program should be implemented if and when a pay-to-park on-street program is enacted.</i>
<i>Action Items:</i>	<i>Create a specific document to be bid on by potential vendors ensuring that the enforcement system works in conjunction with the on- and off-street revenue collection equipment, solicit bids and choose preferred technology.</i>

Metered Parking on Major Streets

Saturdays have the greatest number of street segments that exceed practical capacity (85%), with the majority of these being east of the Fox River. All of these street segments are located alongside major activity sites such as restaurants, bars, and the Arcada Theatre. Parking on Saturday evenings even exceeds capacity (over 100%) on some of these segments. On-street parking during times of congestion can be a safety issue and it also interrupts traffic flow. To discourage parking over capacity and encourage parking in off-street lots and garages, metering is the best method. Metering also creates more turnover which is better for businesses, and encourages longer-term parkers such as employees to park in off-street facilities. A number of street segments are candidates for parking meters. Some of these include Main St. from the west end of the bridge to 5th Ave. as well as the streets east of the Fox River running north-south between Cedar Ave. and Walnut Ave. There are over 100 parking spaces in this area that could be metered.

St. Charles can accomplish this by installing credit-card payment enabled single-space meters and/or multi-space pay stations at selected on-street parking spaces. It is also possible to establish a pay by cell phone app that would also allow visitors to know about on-street parking vacancies in real time. In total, downtown St. Charles has over 600 on-street parking spaces, none of which are metered and hence they receive no income. By installing single-space meters, multi-space pay stations, and/or a pay-by-cell app for the highest demand areas, the city could generate parking revenue and reroute longer term parkers to off-street facilities thereby optimizing use of the city's parking assets.

<i>Estimated Cost to Implement:</i>	<i>\$550 per single space meter, \$6,500 per multi-space kiosk</i>
<i>Estimated Timeframe:</i>	<i>3-6 months</i>
<i>Action Steps:</i>	<i>Develop and approve scope and program for services, solicit bid proposals from service providers, execute contract, implement a public relations campaign, adapt internal operations and management practices and policies as warranted.</i>

Electric Vehicle Charging Stations

Electric vehicles are growing substantially in popularity throughout the country and will continue to do so for years to come. This growth in popularity has led to many cities in the U.S. adding more electric vehicle charging stations within their parking facilities, and St. Charles has the opportunity to be one of them. The benefits of electric vehicles and charging stations include reduced CO₂ emissions, new revenue and branding opportunities, and reduced fuel costs. With that in mind, some drawbacks include maintenance and installation costs, longer fueling times, often times higher costs to purchase, and displaces non-electric charging vehicle spaces. However, the benefits outweigh the drawbacks in that the environmental impact benefits everyone and the additional revenue opportunities can be a source of funding for the city.

Electric vehicle charging stations normally consist of payment mechanisms, monitors, and charging power cords. Having charging stations that are connected to the same network, allow owners to track payments and utilization, and are easy to navigate for users are essential to their success. They can be placed on streets, in parking lots, and in garages. We recommend that St. Charles place charging stations in lots and



garages rather than on streets because when they are placed on streets, they are more vulnerable to damage and can be more expensive to maintain. When choosing the locations of these stations there are important factors to consider. These include proximity to power sources and building entrances, lighting and security, visibility and signage, and accessibility. The City did install an electric charger station on the fourth-level of the parking garage on First Street a few years ago. The City purchased the equipment, funded the installation, and eats the cost of the usage. The equipment has also been damaged in the past and required repairs. The City should continue to pursue additional electric vehicle charging stations based on these recommendations and experience of the one station previously installed.

In addition to investing in this initiative with their own funds, we recommend that the city also investigate funding opportunities at both the state and federal levels. For example, the Illinois Environmental Protection Agency (IEPA) offers grants to public agencies to install and maintain publicly available Level 2 and direct current fast charging (DCFC) stations. Funding may cover up to 80% of the project costs.

<i>Estimated Cost to Implement:</i>	<i>\$11,795 per station (charges two vehicles)</i>
<i>Estimated Timeframe:</i>	<i>3 – 6 months</i>
<i>Action Steps:</i>	<i>Develop and approve scope and program for services, solicit bid proposals from service providers, execute contract, adapt internal operations and management practices and policies as warranted.</i>

1st Street Parking Garage Access

The five-story parking garage at the intersection of 1st St. and Illinois St., is the city's major parking facility with over 400 spaces, and is centrally located near many shops, restaurants, and bars. However, walking

access to restaurants after parking is an issue. The parking deck has elevators on both its north and south sides, but the elevator on the north side does not access Floors 2 and 3 and the south side elevator is a further walk from shops and restaurants. This makes it somewhat confusing and difficult, especially for the elderly and physically challenged as well as out-of-towners that may have to walk longer distances as well as up and down stairwells to access their destination. We recommend that the parking garage north side elevator be improved to provide access to all floors. For Floor 2, a door can be provided for access to the corridor to the elevator. Providing Floor 3 access to the elevator would cause more disruption, and would be significantly more expensive, because a corridor would need to be built. Negotiations with the owners of the 2nd and 3rd floor offices would have to be conducted prior to this operation.

<i>Estimated Cost to Implement:</i>	<i>\$40,000 for each Floor</i>
<i>Estimated Timeframe:</i>	<i>3 – 6 months</i>
<i>Action Steps:</i>	<i>Develop and approve scope and program for services, solicit bid proposals from service providers, execute contract, adapt internal operations and management practices and policies as warranted.</i>

Shared Parking Potential

Shared parking is one fast, cost-effective solution to the parking problems currently faced by St. Charles. The existing conditions section found that there are potentially 11 locations in the downtown area at which shared parking is possible. Shared parking is possible only if parking spaces can be used to serve multiple land uses without conflict. The candidate parking lots (for the most part) operate during normal business hours and would not conflict with bar and restaurant visitors on the weekends and in the evenings. The 11 potential locations have a combined total of approximately 457 parking spaces which is more spaces than the five-story parking garage (429 spaces). The location with the largest potential is the St. Charles Public Library. This is due to its large lot size (125 spaces) and its location near the southeast quadrant which is the area that is experiencing the most parking congestion. For this to happen, St. Charles would have to enter into shared parking agreements with property owners that explicitly state conditions for using the parking space. These would include: designated parking area, approved usage, maintenance of the facility including snow, garbage, and debris removal, utility costs, taxes, signage, and parking enforcement.

<i>Estimated Cost to Implement:</i>	<i>Minimal – will depend on individual contracts</i>
<i>Estimated Timeframe:</i>	<i>Minimal</i>
<i>Action Steps:</i>	<i>Contact property owner, develop proposal for property use, create and execute contractual agreement, adopt operations to be implemented and monitored.</i>

Improve Alternative Transportation Options

The City should promote alternative transportation modes such as biking and walking. This can be achieved through measures such as installing additional bike racks, enhancing pedestrian infrastructure, improving overall accessibility, and promoting these options to the public. Addressing sidewalk gaps and expanding bike lanes, especially in the downtown area, should be prioritized to create a more pedestrian and bike-friendly environment.

The City has taken significant steps in this direction by finalizing a comprehensive Pedestrian/Bike plan and adopting a Complete Street Policy in 2023. The plan and policy outline potential infrastructure projects aimed at encouraging biking and walking to and in the downtown area. By successfully encouraging more alternative transportation modes the City would reduce the total number of parked cars and improve the downtown parking



experience. Additionally, the proposed improvements would facilitate safer pedestrian crossings and could encourage people to park further away from their final destinations. These improves should be considered and addressed as the Public Works Department implements the annual road improvement plan or as funding is made available during the budgeting process or grants.

Estimated Cost to Implement:

Estimated Timeframe:

Action Steps:

Minimal to Expensive – depending on particular project

Dependent of individual projects

Follow the recommendations of the Bike/Pedestrian Plan. The City can tackle low hanging fruit projects first such as adding more bike racks to the downtown or restriping streets to include bike lanes. Others projects will take years to design, engineer, and potentially give IDOT approval.

Downtown Trolley Service

A downtown trolley could serve as a strategic solution during peak parking demand hours, encouraging individuals to park in peripheral downtown areas with available parking. This approach effectively expands the effective parking supply by encouraging visitors to park in underutilized lots. For instance, the St. Charles Library parking lot is an approximately 15-minute walk from downtown, including a crossing at Route 25 that may dissuade some visitors. By offering a faster and safer alternative, the trolley not only addresses safety concerns but also enhances accessibility. Additionally, the trolley becomes an attractive feature in itself, potentially drawing more attention and visitors to the downtown area.

<i>Estimated Cost to Implement:</i>	<i>\$2,000 - \$2,500 for 3-hours per night – including advertising of service</i>
<i>Estimated Timeframe:</i>	<i>Minimal</i>
<i>Action Steps:</i>	<i>The City could simply test the trolley service for a matter of one summer month and determine if usage of the service is worth the costs.</i>

Increase Parking Supply – considerations for reference only and not a recommendation

The study has shown that there is parking available in the downtown area even during times of heavy usage. Implementing the recommendations outlined in this study could substantially enhance the current parking experience. In the event that future demand rises to the point where practical capacity is reached and other suggested measures are applied, and the City contemplates the construction of an additional parking structure, the following factors should be taken into account:

- Location of garage - If a multistory parking garage is considered, a key location would be in the direct vicinity of the St. Charles City Hall building. This parking lot is nearby popular destinations which include The Arcada Theater and other popular restaurants which attract significant nighttime traffic on the weekends. The east side of the river also has 773 fewer parking public parking spaces than the west side river. When determining locations, consideration should be given to walking distance tolerances, with typical ranges of 200 to 300 feet for shoppers, visitors, and restaurant patrons, 500 to 800 feet for downtown employees, and 1,500 to 2,000 feet for special event patrons from parking to their primary destination.
- Typical Site Requirements - Optimal parking structures are characterized by large, rectangular sites. While flat terrains are usually more cost-effective for development, sloped areas present design possibilities, such as multi-level access without the need for ramps. Considering the downtown St. Charles topography and the scarcity of available land parcels, constructing a multi-level access garage appears to be the most practical choice for the city.
- Capacity and dimensions of garage – The size of a proposed parking garage is largely dependent on available land. At a minimum, a garage should be three stories with about 50 spaces per level, giving a total of 150 spaces. Although parking garages can be custom designed to fit most sites of adequate size, in general, the minimum footprint dimensions for an “efficient parking garage” is approximately 125 ft x 300 ft. Given that there are often available land constraints in downtowns, parking garages can still be designed smaller however are typically at least 90 ft x 160 ft. The approximate dimensions of the existing parking garages are below for comparison:
 - Five-Story Parking Garage on South First Street (Lot I) – 122 ft x 400 ft - 429 parking spaces
 - Three-Story Parking Garage on South Second Ave (Lot S) – 85 ft x 185 ft - 78 parking spaces
 - Two-Story Parking Garage on First Street and Illinois Street (Lot Z) – 60 ft x 280 ft – 106 parking spaces)

- Garage costs – The cost to build a parking garage can vary widely depending on various factors such as location, size, design, construction materials, and current labor costs. A rough estimate for a parking garage is about \$25,000 to \$35,000 per parking stall. However, this is a general range, and costs can be higher or lower based on specific project details. When evaluating the need and type of parking garage, the City should also consider the annual maintenance costs. Generally, maintenance costs can range from \$1,500 to \$3,000 per parking space per year depending on factors such as the size of the garage, its age, design complexity, location, and the level of wear and tear. This estimate includes routine maintenance tasks such as cleaning, lighting, signage, security, and repairs to structural or mechanical components.

Q1 What is the most interesting thing you learned from the Parking Study?

Answered: 52 Skipped: 24

#	RESPONSES	DATE
1	I found it interesting that according to industry standards, there is adequate parking downtown since on weekends and evenings it doesn't always feel like that is the case.	3/14/2024 6:34 PM
2	The most interesting thing I learned from the study was just how much parking downtown St. Charles has. I never realized we had 2071 spaces. Using Kane County's definition of a parking space being 9x18', that adds up to about 7.7 acres. Though that is a just for the spaces themselves and does not include all the other square footage in a parking lot or garage.	2/9/2024 10:22 PM
3	You all haven't got a clue	2/5/2024 12:50 PM
4	Interesting that they indicate the Whole Foods parking will be sufficient. Yet that lot is always full on weekend evenings.	2/5/2024 11:48 AM
5	I didn't agree with the number they gave concerning available spots. Maybe it was a slow weekend because of a Geneva festival or something else.	2/5/2024 11:23 AM
6	That the five-story parking garage has capacity at peak times but is underutilized - maybe because of lack of ease in use.	2/3/2024 8:13 AM
7	That there is more than enough parking for everyone, including during busiest times	2/1/2024 5:29 AM
8	That the City has adequate parking. It does not feel that way during busy times.	1/31/2024 4:25 PM
9	Angle parking on Main Street will be awful. I don't frequent down town Geneva because of it and I'll not use it on Main Street in St. Charles either. I never heard the word "wayfinding" not in my dictionary either.	1/31/2024 2:24 PM
10	Capacity numbrs for parking lots	1/29/2024 9:49 AM
11	Too much	1/25/2024 11:50 AM
12	That a trolley is a viable option.	1/25/2024 11:11 AM
13	The parking garage was uncapacity	1/25/2024 11:08 AM
14	That the parking garages are under capacity.	1/25/2024 10:47 AM
15	That there is current capacity. I especially wonder if the study included weekends when there was a popular show at the Arcada.	1/24/2024 3:07 PM
16	The number of unused spaces and the need for unified and updated signage	1/23/2024 12:02 PM
17	That we really do not have a major parking problem. Never thought we did.	1/23/2024 11:18 AM
18	More spots available than I thought	1/23/2024 11:15 AM
19	It's good to know that parking is typically readily available. Happy to see more businesses are coming to downtown. I would be very unhappy to see metering anywhere in town - this would deter us from using st. charles.	1/23/2024 10:56 AM
20	What I learned is that the image of a double deck parking structure on South First street south of Route 64 is an abomination! Screening storefronts and eliminating open space (even though it is the "street" is criminal and obliterates all the progress that has been made on this project. Someone should be fired for posting this image or even suggesting this as a viable option.	1/23/2024 8:27 AM
21	The breakdown of the cost of each project.	1/22/2024 1:49 PM
22	Locations of public spots I didn't know existed. Handicapped parking is limited.m	1/21/2024 2:28 PM
23	The conflicting points of view & recommendations from stakeholders. And, east & west the distance included from the river.	1/19/2024 1:30 PM

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24	the percentages regarding the use of the city parking spaces	1/18/2024 9:14 PM
25	That the study found signs were not sufficient	1/18/2024 11:48 AM
26	There is more public parking available than I realized	1/18/2024 10:15 AM
27	That even during times of capacity there are still parking spaces available.	1/18/2024 8:39 AM
28	Nothing new. Everyone knows there is not enough parking downtown.	1/18/2024 6:36 AM
29	That visitors will not patronize businesses if the distance to the destination is too far. We need to keep all of our centralized on-street parking to continue to support businesses.	1/17/2024 10:26 PM
30	I'm in disbelief that there are so many unused parking spots during the weekends.	1/17/2024 3:56 PM
31	Current parking spaces adequate! I disagree, especially on weekends.	1/17/2024 2:21 PM
32	How many parking spaces and where are actually available during peak times.	1/17/2024 11:13 AM
33	That parking times are not being enforced, and especially that commercial vehicles are using 24 hour lots as "free parking". If the city wants to make some money, convert a city lot into paid permit parking for commercial vehicle storage and at least consolidate it into one place.	1/17/2024 10:53 AM
34	No surprises.	1/17/2024 9:43 AM
35	That Signage and having the 1st st parking garage show how many spaces left would be huge.	1/17/2024 9:27 AM
36	That parking has only been considered for one kind of transportation, namely, cars. Congestion will not be decreased as long as cars are the sole focus of solving access to downtown businesses. Data is clear, increased access with patrons on bikes--which our city is perfectly located on the Fox River Trail--means higher levels of time spent in the city spending their dollars than patrons in cars. Businesses are better benefited by patrons who use bicycles than cars. The bicycle and pedestrian task force was told that this parking issue for the whole city would include provisions for bikes. It has not. the congestion of bicycles around the around Pollyanna, for example, and other popular attractions in this area is problematic; patrons end up spilling out onto the street with bikes hooked up to signage and on sidewalks because even what little parking is available to them is poorly located. Patrons along the Fox River Trail are looking to stop and spend their dollars but they have no sufficient place to park their bikes. This has got to be part of the city's overall plan for improving access and decreasing car congestion. Pay attention to these trends. To ignore them is to turn away much needed money for the downtown businesses. We can do better. In addition--employees who don't have cars--and there are many who work in our restaurants--who don't have cars and use bikes have no place to park. Safe bikelanes are not sufficient to the degree we have had several deaths this past year from service workers on bikes killed while trying to get home after a late shift. This is more than just a recreational use issue. This negatively impacts our residents and our city's work force. My husband rides to work everyday throughout the year even though we have a car. Studies show others would prefer to ride to work if that were an option. Less cars needed; less congestion. Every little bit helps. There will never be enough car parking. But you can mitigate the problem by reducing the need for cars for employees, residents and the thousands of potential patrons biking recreationally on the Fox River Trail.	1/17/2024 9:11 AM
37	There is only a brief mention of improving bike and pedestrian access to downtown.	1/17/2024 7:50 AM
38	That lack of parking is a perception - there is almost always something available.	1/16/2024 9:06 PM
39	As a resident since '79, we have to park further away for the east side of town local business visits. Has anyone considered seating in each establishment vs vehicles parking. Occupancy of each business on the east side with 2 people in a vehicle maybe four, way exceeds east side parking spaces peak hours. As a resident we just stayed out of our downtown area over the years at peak days and times. Great for the businesses doing well along with the city.	1/16/2024 7:37 PM
40	There is not enough info/signage around to point people to secondary parking locations. I agree with this statement	1/16/2024 6:15 PM
41	"St. Charles has adequate parking supply for current demand". I don't agree with this statement. Parking is inadequate when there are events at Arcada.	1/16/2024 4:39 PM
42	I was surprised to learn how many parking spaces there are downtown.	1/16/2024 4:31 PM
43	That there was even a study happening & that a previous survey was available to make	1/16/2024 4:04 PM

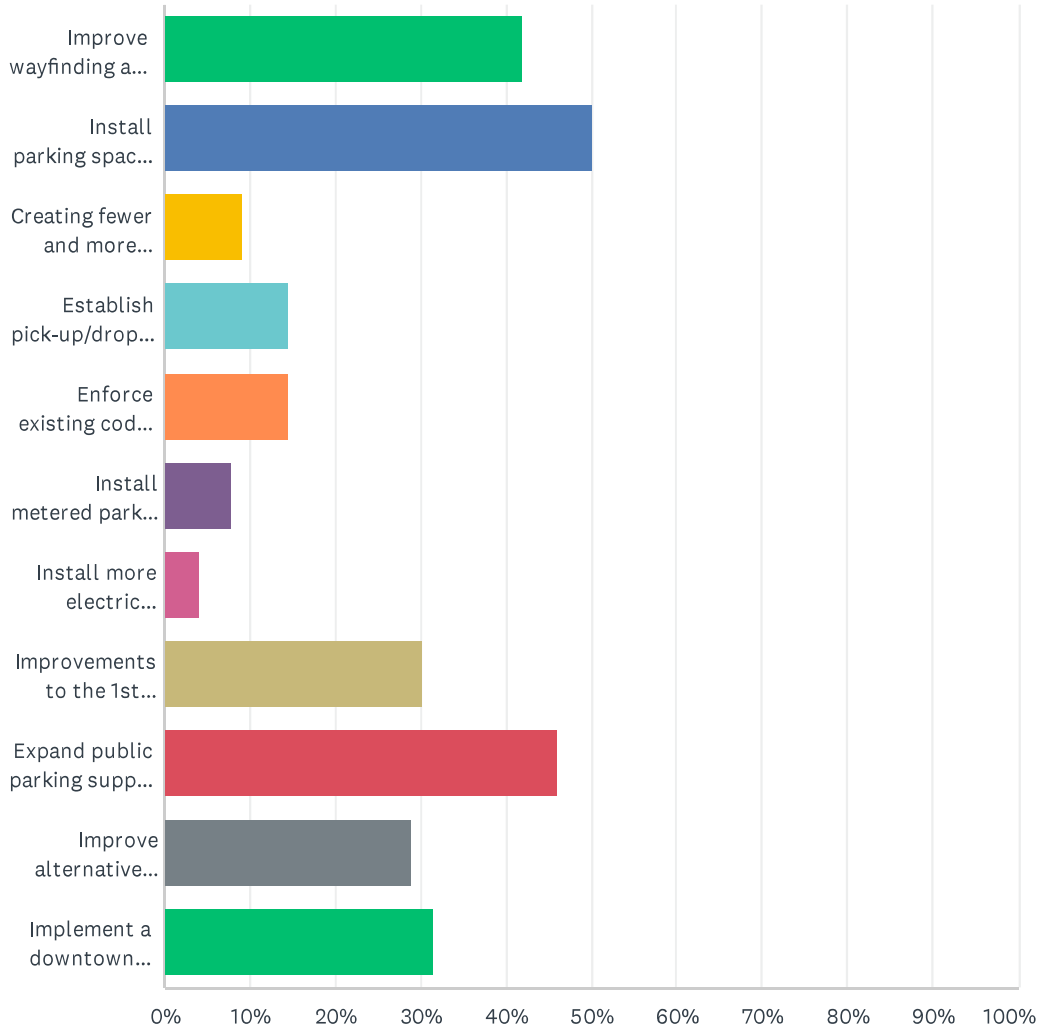
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comments.

44	There are many available options for parking.	1/16/2024 3:49 PM
45	That parking volume is generally adequate, but that signage and access may be insufficient during peak hours.	1/16/2024 1:43 PM
46	East side of the river has significantly less parking.	1/16/2024 1:35 PM
47	Future needs are not met	1/16/2024 12:58 PM
48	I didn't actually read it	1/16/2024 11:27 AM
49	There are several parking lots in St. Charles I was not even aware of.	1/15/2024 4:14 PM
50	nothing	1/15/2024 1:05 PM
51	The city has not 1, but 3 parking garages. Additionally, the lack of parking enforcement and signage/wayfinding available to the public.	1/15/2024 12:04 PM
52	dfg	1/10/2024 2:20 PM

Q2 Which of the study recommendations do you feel would be most effective to improve the downtown parking experience? Pick three.

Answered: 76 Skipped: 0



Downtown Parking Study Review

ANSWER CHOICES	RESPONSES	
Improve wayfinding and signage for public parking	42.11%	32
Install parking space availability signs in parking garages - making parking vacancy data available in real time	50.00%	38
Creating fewer and more consistent parking time restrictions	9.21%	7
Establish pick-up/drop-off locations	14.47%	11
Enforce existing code violations more strictly	14.47%	11
Install metered parking on major streets	7.89%	6
Install more electric vehicle charging stations	3.95%	3
Improvements to the 1st Street parking garage - Creating access to northern elevators from 2nd and 3rd levels	30.26%	23
Expand public parking supply by partnering with privately-owned existing lots to create shared lots	46.05%	35
Improve alternative transportation options - More sidewalks and bike paths	28.95%	22
Implement a downtown trolley service	31.58%	24
Total Respondents: 76		

Q3 Is there a particular recommendation that you think would best improve the downtown parking experience? Please explain.

Answered: 58 Skipped: 18

#	RESPONSES	DATE
1	Signage would be very beneficial. I forgot what lot it is, but I always have trouble locating the additional floors for the one parking garage where you have to leave the structure and then come back in to get to the other floors.	3/14/2024 6:34 PM
2	It's not broke, so don't fix it. Any paid or metered parking will ruin downtown and I personally will be motivated to patronize other places like Geneva.	3/9/2024 4:17 PM
3	Signage for public lots.	2/21/2024 10:10 PM
4	Improve deck access with elevators.	2/18/2024 9:51 PM
5	Reopen North 1st Street to Rt 64.	2/13/2024 9:35 AM
6	Implement variable pricing for all city controlled parking spots, starting with the highest demand streets and lots. By using modern digital parking meters or even an app, the price of parking can change throughout the day, getting higher in the peak times and lower or even free in off peak times. The price should be set so that any lot or street is about 85% full. This way there is always a spot for someone, as long as they are willing to pay. This incentivizes people to make efficient use of parking. Someone carpooling with 5 people in a car can split the fee 5 ways, making even the most prime spot cheap, where as someone driving alone would have pay the fee all by themselves, incentivizing them to park in a less used lot. Anyone making parking policy should read Donald Shoup's "The High Cost of Free Parking". It is considered the definitive book on parking policy, and even just reading its preface (which only has 22 pages) can give great insight to anyone making parking policy.	2/9/2024 10:22 PM
7	better way finding signage, if I circle thru a lot and find it's full I should see a sign at the exit of that lot to show me what way I should go to find somewhere else to park. I've had trouble with this near Pollyanna mostly but everywhere else during Scarecrow Fest. I live here and can never find an open lot during large events downtown, I can't imagine how difficult it is for tourists.	2/7/2024 7:16 PM
8	I did not see any mention of the absurd flow (or rather, lack of) on most floors of the 1st St parking garage – are there any plans to reconfigure, improve, and optimize this?	2/6/2024 11:36 PM
9	The barrier on Main Street and first can be much more appealing as the project is completed. Continue with curb parking on Main and encourage private lots to allow parking in off hours.	2/6/2024 12:07 PM
10	No paid parking. This is what makes our downtown special!	2/6/2024 7:13 AM
11	Remove parking on Main. I never use it. Twice over the past 50 years I have been sideswiped by traffic.	2/5/2024 3:10 PM
12	You need to enforce the parking laws that you have on the books instead of looking for more!! Especially in the residential areas.	2/5/2024 12:50 PM
13	Access to the North side of the 1st street parking garage is very problematic. This could temporarily be resolved by removing the card reader on the stairwell immediately behind Corocco coffee. Why can't you get back upstairs at this door?	2/5/2024 11:48 AM
14	Many of these solutions don't provide for additional parking (meter, electrical vehicle charging, access to levels, etc.) Partnering with private entity would increase physical spots. A trolley could run from the old junior high and current middle school. People could drive/walk there and trolley to town.	2/5/2024 11:23 AM
15	I would put all the budget dollars in upgrading the 1st Street 5-story garage. Out-of-town visitors will begin to use it as their go-to location for parking if it always has spaces and is easier to use. It doesn't have to be free.	2/3/2024 8:13 AM

Downtown Parking Study Review

16	Make downtown more walkable so people feel safe and have a nice experience when they walk to their car (or even to their home)	2/1/2024 5:29 AM
17	Personally creating better elevator access in the 1st street garage would be helpful, and make sure it is working. I have parked on the top floor only to find the elevator out of service. Having mobility issues, this was frustrating.	1/31/2024 4:25 PM
18	While there are spaces available, patrons must walk far from certain lots. The southeast side is particularly void of adequate parking, and expanded parking options should be explored in that quadrant.	1/29/2024 9:49 AM
19	I believe the downtown parking experience should be very confined within different parts of the city, in alternative to small parking spaces spread throughout town. Metering street side parking spaces would cut down on the amount of traffic in that area, and make more room for pedestrians. There should be more parking opportunities for bikers, as well as bike lanes replacing parallel parking.	1/25/2024 9:59 PM
20	more biking and walking paths	1/25/2024 11:50 AM
21	A redesigned main street that makes it easier for pedestrian and bikes to use. Currently it is very difficult to get to and travel around downtown without owning a car due to the narrow sidewalks and high speeds. I think a median among other things are a good way to reduce speeds on 64 and open it up to more multimodal transportation.	1/25/2024 11:11 AM
22	I like trolleys 🚃	1/25/2024 11:08 AM
23	A trolley service, and bike lanes. Any sort of public transportation and alternatives to cars would be extremely beneficial to downtown.	1/25/2024 10:47 AM
24	Real time information for the parking garages would be helpful, especially if it was accessible via cell phone so we'd know which lot was available before arriving	1/24/2024 3:07 PM
25	I believe the combination of updated signage and increased wayfinding with improved non vehicular access to the downtown area would deliver the sense of increased parking with a low overhead/cost	1/23/2024 12:02 PM
26	I do not see any major issues with the parking situation downtown.	1/23/2024 11:18 AM
27	Better walkways, signage, and ensuring there are some sort of limits to help keep cars rotating through. Parking is available most of the time. Finding them can be the only challenge - and sometimes we're required to walk without any cover in bad weather or it's icy in winter.	1/23/2024 10:56 AM
28	Enforcing the parking code violations would provide for increased parking for the local businesses downtown. Too often the 24 hour parking is overly abused w/o serious consequences to the repeat offenders.	1/22/2024 1:49 PM
29	More handicapped spots necessary.	1/21/2024 2:28 PM
30	An agreement for shared parking in private lots is a no/low cost option that will immediately add spaces in high demanded locations. I also favor adding a parking deck with 200-300 car capacity on the East side	1/19/2024 1:30 PM
31	Partnering with privately-owned existing lots will create additional parking without additional expenses. It would also not create a burden for homeowners who live close to downtown.	1/18/2024 9:14 PM
32	Yes, encouraging residents to walk, bike, or have free/low cost public transportation is the best route. There are so many great places to have drinks and we should be encouraging our residents to consume alcohol responsibly by providing great alternatives to driving.	1/18/2024 11:48 AM
33	The 1st Street garage is incredibly poorly planned - particularly the confusing elevator access. Fix that immediately.	1/18/2024 10:15 AM
34	Better direction and signage for available spaces.	1/18/2024 8:39 AM
35	Install parking availability signage so people don't waste time looking for spots in a garage that doesn't have any would improve time finding the available spots. Couple this with improved wayfinding signage would be good first step before constructing any new.	1/18/2024 7:38 AM
36	Build more parking decks	1/18/2024 6:36 AM
37	Keep the on street parking and stop closing down streets making it more difficult to park near	1/17/2024 10:26 PM

Downtown Parking Study Review

businesses. Seniors and ADA people can not walk long distances.

38	The trolley from the library to downtown is a wonderful idea and can be decorated for the holidays like the CTA holiday train! A way to draw in folks to the city.	1/17/2024 3:56 PM
39	No metered parking	1/17/2024 1:53 PM
40	Install bike racks closest to buildings and promote biking to downtown and especially during busy events. If 93% of survey responders are from St. Charles, think how many people could be coming downtown on a bike at least 6 months of the year. Gradually install designated bike lanes on many streets and promote the heck out of it! If a bike rack is next to my destination, but I need to park a few blocks away, many will chose to bike once they realize that. Especially as our region becomes younger. Biking, Biking, Biking is the most effective solution.	1/17/2024 11:13 AM
41	Updated (often) parking options perhaps on the City and Business Alliance apps.	1/17/2024 9:43 AM
42	I can't stress Enough what a Horrible Missed opportunity using the Land that is now going to the River East Lofts project is !! Anyone that frequents downtown regularly knows how useful that lot is now! And putting a parking garage there would of been Ideal !! Now because of the River East Lofts project we are going to lose at least 48 PRIME SPACES !!!	1/17/2024 9:27 AM
43	improve and create new pathways for pedestrians in our own area for our own residents to be able to walk and ride their bikes to the downtown centers. Currently, there is no easy way without walking into traffic or risking harm with the current piecemeal sidewalks and paths available. Increasing pedestrian and biking access will significantly decrease the need for cars to park. Data is clear, people want to be on foot when the weather is beautiful, and this frankly is not just three months out of the year. Saint Charles needs to think about more than just people coming from outside the town. We need to also be thinking about what makes living here a quality experience. Consider the impact that other cities who have created more walkable downtown have experienced. Cities in Europe cities and in the United States that have shut down whole areas to become pedestrian only have seen a significant boom in business growth, and in overall ratings for visitor and residential experience. Driving around in your car, Looking for unsightly places to park and having no way to get from one store to another or one area to another without getting back in your car and driving to another location is unpleasant. Car-exclusive mindsets are simply short sighted.	1/17/2024 9:11 AM
44	Off street pedestrian and bike crossing of route 64. If families don't feel safe crossing the street, they won't park across the street.	1/17/2024 7:50 AM
45	Better signs and a trolley	1/16/2024 9:06 PM
46	More convenient parking areas for the concentrated areas.	1/16/2024 7:37 PM
47	more signage for secondary parking locations	1/16/2024 6:15 PM
48	emphasis on parking away from rt 64 would be better especially with traffic. Make those parking spots big enough to accommodate all vehicle types up to the size of a Ford F150 at least.	1/16/2024 5:48 PM
49	Parking on east side is very difficult, especially near Pollyannas, making driving through the area extremely difficult and dangerous. Reduce allowed street parking in this area.	1/16/2024 4:39 PM
50	Parking near the Arcada Theater for performances can be difficult. I recommend finding ways to increase parking availability on the east side of the river.	1/16/2024 4:31 PM
51	The patrons of Club Pilates on 1st street should be using the 2 garage parking lots located nearby the studio & the 1st street parking spaces should be set up for handicap parking only. There are only 2 handicap parking spots on 1st street in this section. Not enough with a breakfast restaurant located in the area! In addition, food delivery drivers should NOT be parking in handicap spots to pick up orders from restaurants. Tickets should be given.	1/16/2024 4:04 PM
52	I think that continuing to focus on creating a walkable downtown that is fun for people to visit provides the city's best opportunity for continued growth. Some of the proposed measures could also mitigate the issue with intoxicated drivers on busy evenings.	1/16/2024 1:43 PM
53	Build a garage on the East side of the river. No one is going to park on the west side and walk to the east. Also, no one will park in the STC library lots to visit downtown.	1/16/2024 1:35 PM
54	Using existing lots and implement a downtown trolley services (free) Wednesday-Saturday	1/16/2024 12:58 PM

Downtown Parking Study Review

evening would be good. New developments should have to include underground parking or low level parking garages.

55	A trolley service could be very nice, but you really just need more parking spots.	1/16/2024 11:27 AM
56	In addition to parking space availability signs showing real time parking vacancy data, it would be very helpful to access that information online.	1/15/2024 4:14 PM
57	finding a way to accommodate restaurant and business stocking and load in. there is a variety of times where parking is blocked or limited due to semi's being parked on the street or obstructing entrance to parking lots/garages.	1/15/2024 1:05 PM
58	Improving signage for parking, i.e. making signs more clear and directing traffic to some of the lesser used lots.	1/15/2024 12:04 PM

Q4 Is there a particular recommendation that you think the City should NOT implement? Please explain.

Answered: 58 Skipped: 18

#	RESPONSES	DATE
1	Meters or paid parking. I think one of the draws of downtown is that parking is free so people want to visit and spend a lot of time downtown.	3/14/2024 6:34 PM
2	NO paid meters	3/9/2024 4:31 PM
3	Do not install meters.	3/9/2024 4:17 PM
4	Metered parking.	2/21/2024 10:10 PM
5	A trolley.8	2/18/2024 9:51 PM
6	Please do not add more parking, particularly free parking. Parking is a limited resource, and subject to supply and demand just like any other good or service. Setting its price to \$0 is a surefire way to guarantee a shortage. All of these parking lots sit on some of the most prime real estate in St. Charles. If people wish to store their cars on this valuable real estate, they should pay for it, because parking is really just another name for short term self storage.	2/9/2024 10:22 PM
7	I am highly opposed to increasing enforcement on parking downtown. Parking is stressful enough without having to worry I'll be ticketed or towed because I parked in the wrong spot or left my vehicle overnight.	2/7/2024 7:16 PM
8	One of the older master plans indicated no public parking within a specified distance from the river. We have already encroached on that valuable space and should not add more.	2/6/2024 12:07 PM
9	Electric chargers. Sales of these cars is tanking as more people learn of the costs of operating EVs.	2/5/2024 3:10 PM
10	Before you create a congested shopping area, you should make considerations for parking ahead of time.	2/5/2024 12:50 PM
11	Electric vehicle charging	2/5/2024 11:23 AM
12	I wouldn't do parking meters on the streets at this time. I think signage, lighting, wayfinding, and lot enforcement will alleviate a lot of parking problems.	2/3/2024 8:13 AM
13	I don't think we need fewer parking restrictions, on the contrary.	2/1/2024 5:29 AM
14	Install more electric vehicle charging stations. I don't think this should be a priority and would only take away from general parking spots.	1/31/2024 4:25 PM
15	I'm against another tall parking garage.	1/31/2024 2:24 PM
16	No metered parking. That will discourage customers. Also, biking and walking are good, but only for certain people and certain times of the year.	1/29/2024 9:49 AM
17	We should not expand exponentially on parking. The available area in the downtown parking garage should be advertised, with public transport connection from there around the city.	1/25/2024 9:59 PM
18	i don't know	1/25/2024 11:50 AM
19	I do not think that adding more parking would help, as with more parking more people would come until eventually all of downtown is parking. Instead, the city should look at more efficient forms of transport like biking, walking, and public transportation.	1/25/2024 11:11 AM
20	Expanding surface parking as it takes away space from places where the downtown could be improved	1/25/2024 10:47 AM
21	Do not install charging stations downtown. It would encourage longer stays in the limited spaces.	1/24/2024 3:07 PM

Downtown Parking Study Review

22	Do not build more parking - there is entry of parking, and the study proves that to the case	1/23/2024 12:02 PM
23	I can see perhaps having metered parking on Main Street and First Street to deter people from parking there all night. But I do not think it is needed elsewhere.	1/23/2024 11:18 AM
24	Metered parking	1/23/2024 11:15 AM
25	DO NOT use metering. The only time we have had any extreme difficulty finding a spot is during a parade or fourth of july. There are always places to park in St. Charles if you know where to look.	1/23/2024 10:56 AM
26	Installing more electric charging stations. I have ZERO objection to electric vehicles but these stations are often occupied by one vehicle that remains in the spot beyond the period of time needed to recharge...therefore denying charging opportunities to other EV's.	1/23/2024 8:27 AM
27	No more lots on the river. Save for open space or commercial use.	1/21/2024 2:28 PM
28	Pick up & drop off locations are unnecessary. If I use Lyft or Uber, for safety & convenience i the car should come to the location of the user, not have the user meet it somewhere.	1/19/2024 1:30 PM
29	Please do not install meter parking on major streets. I prefer free parking for people visiting our city.	1/18/2024 9:14 PM
30	Parking should not be metered!! Free parking is so wonderful. I would consider going to Geneva instead of st Charles if parking did not remain free.	1/18/2024 11:48 AM
31	Metered parking - doesn't seem necessary	1/18/2024 10:15 AM
32	Meters!	1/18/2024 8:39 AM
33	Trolley system would be expensive on annual basis	1/18/2024 7:38 AM
34	We don't need more electric charging stations-useless in the winter. Trolleys are a waste of money nobody will use them to ride a couple blocks. More parking restrictions are an unnecessary burden on visitors, residents and customers downtown.	1/18/2024 6:36 AM
35	No parking meters	1/17/2024 10:26 PM
36	No meters. That completely changes the feel of our community.	1/17/2024 9:35 PM
37	I refuse to pay for public metering downtown. I already pay a lot in taxes and as a teacher have a tight budget. I want to enjoy my downtown restaurants and meters will be a deterrent.	1/17/2024 3:56 PM
38	No parking meters....ever.	1/17/2024 2:21 PM
39	No metered or paid parking	1/17/2024 1:53 PM
40	More EV chargers. Why? A vast majority of people coming to downtown are coming from their home where they presumably have their own charging station. Installing EV chargers would encourage more cars, that may park longer depending on the type of chargers. The goal should be to bring more people not cars downtown.	1/17/2024 11:13 AM
41	Paid parking.	1/17/2024 9:43 AM
42	We dont need the electric stations Downtown area! it will only takeaway from the beauty of downtown.	1/17/2024 9:27 AM
43	No more ugly parking garages	1/17/2024 7:50 AM
44	Meters and ticketing	1/16/2024 9:06 PM
45	A trolley!, vehicle, maintenance and labor costs.	1/16/2024 7:37 PM
46	metered parking	1/16/2024 6:15 PM
47	Nothing that requires payment, metered parking is an insult.	1/16/2024 5:48 PM
48	Do not build more parking structures.	1/16/2024 4:39 PM
49	I don't believe a trolley service would be used enough to make it financially viable.	1/16/2024 4:31 PM
50	Paying for parking is ridiculous. Our taxes are high enough already to have to pay for parking when going downtown to spend \$ at local restaurants, entertainment venues, etc.	1/16/2024 4:04 PM

Downtown Parking Study Review

51	Parking meters	1/16/2024 3:49 PM
52	Urban planning studies have suggested that metered parking it has the potential to decrease spending at local businesses in downtown areas because parkers feel pressured to complete their business within the paid meter span,	1/16/2024 1:43 PM
53	Use of the STC Library lots. Bad idea. No one will use it. Too far.	1/16/2024 1:35 PM
54	NO paid parking. This would be unfair to those that work in downtown and have customers that come in on a regular basis.	1/16/2024 12:58 PM
55	Do NOT make parking metered, that won't solve anything, it'll just fleece more money from visitors and residents. And until MANY more people get EVs, don't waste valuable space with those.	1/16/2024 11:27 AM
56	Do not add more parking lots, please.	1/15/2024 4:14 PM
57	Realtime time parking counters - too expensive unless implementation of paid parking is to accompany the counters.	1/15/2024 1:05 PM
58	Improvements to the 1st Street parking garage - Creating access to northern elevators from 2nd and 3rd levels. The parking garage seems to be in good condition as-is and I do not believe it would greatly improve from the proposed recommendation, nor would the overall parking situation benefit from this recommendation.	1/15/2024 12:04 PM

Q5 Is there a potential parking solution that the study did not discuss that you feel should have been?

Answered: 46 Skipped: 30

#	RESPONSES	DATE
1	No	3/14/2024 6:34 PM
2	Yes, do nothing (other than passive things like improving signs). People find a way, and the study shows very few time-dependent issues actually exist, such as Saturday nights near Arcada. Every government action has unintended consequences, so don't ruin a good thing. By trying to make downtown perfect, he will create other issues that have not been foreseen. Hippocratic oath do no harm.	3/9/2024 4:31 PM
3	Charging for parking in the deck, building a second or third deck, add bicycle/moped parking in the deck.	2/18/2024 9:51 PM
4	Anything that would relieve congestion on north 1st Street.	2/13/2024 9:35 AM
5	The city should look into removing all minimum parking requirements. Parking requirements artificially increase the supply of parking spaces, which encourages more driving to downtown than would otherwise be, contributing to traffic and crowding. Private businesses and landowners should be free to provide as many or little spaces as they think they need. Parking minimums also result in higher costs for everything, because businesses must devote less of their limited land to the operations of their business, and more land to parking which is a land use low in productivity. The City should ask itself, if parking is so in demand, why must private businesses and developers be forced by law to provide it?	2/9/2024 10:22 PM
6	I don't know how feasible it is but I saw very little information on underground parking as an alternative to constructing new above ground decks. The decks we have are unsightly and terribly constructed.	2/7/2024 7:16 PM
7	The designation of handicap parking spaces should be more available with easy access to a variety of shops and restaurants.	2/6/2024 12:07 PM
8	No paid parking. This is what makes our downtown special!	2/6/2024 7:13 AM
9	no	2/5/2024 3:10 PM
10	Before creating a congested shopping area, consider they are available parking spaces!.	2/5/2024 12:50 PM
11	Access to the North side of the 1st street parking garage is very problematic. This could temporarily be resolved by removing the card reader on the stairwell immediately behind Corocco coffee. Why can't you get back upstairs at this door? This is not a secure area. The card reader should be removed immediately.	2/5/2024 11:48 AM
12	I like the bike path idea because I would ride my bike if the train track path were completed. However, not at night.	2/5/2024 11:23 AM
13	I think that many of the smaller lots throughout downtown may be ripe for sale/redevelopment and a larger lot could be created through purchase on the East side of the river near B, S or K. Based on the study, this might not be a need for today, but It could be needed within the next ten years.	2/3/2024 8:13 AM
14	Free parking should not exist, studies have showed that it only creates more traffic. People should pay for their parking so all taxpayers don't subsidize drivers.	2/1/2024 5:29 AM
15	See above. Add parking on SE quadrant area.	1/29/2024 9:49 AM
16	i don't know	1/25/2024 11:50 AM
17	N/A	1/25/2024 11:11 AM
18	More detail about transit.	1/25/2024 10:47 AM

Downtown Parking Study Review

19	Discontinue Pollyana's use of the city parking lot. Discontinue the Arcada's takeover of the river lot for paid valet parking.	1/24/2024 3:07 PM
20	Closure of side streets on a permanent basis to create pedestrian areas year round. This would increase the incentives to leave the car behind and enjoy our shared spaces.	1/23/2024 12:02 PM
21	What will parking look like now that the Fourth of July fireworks have been moved to Mount St. Mary's.	1/23/2024 11:18 AM
22	Multilevel lot near McNally's & Zaza's is difficult to maneuver. The circular two way ramp is dangerous. The dead end turnaround at the end of each upper floor is also difficult to maneuver. I have seen cars parked there, thus forcing me to back up to the ramp. The elevator is ridiculous. Access to each floor is not available!!	1/21/2024 2:28 PM
23	1. When assessing the usage of parking on public streets , the residents of the neighborhoods should be considered. While there are many public spaces on our streets, visitors should be directed to nearby available public parking without infringing on neighborhood residential streets. 2. Improve crossing Main Street at key intersections. Especially east of the river.	1/19/2024 1:30 PM
24	N/A	1/18/2024 9:14 PM
25	Remove the building at the NE corner of Rt 31 and Main. Widen the intersection with a turning lane going North from Main onto 31 and a turning lane going East from 31 onto Main. This will open up traffic and make the intersection safer for pedestrians. Use the remaining space as a small lot for short-term parking for Baker Hotel. Install a right turn entrance from Main into the lot (directly next to the hotel) and have the valet located there rather than on Main St. I realize this is unlikely to happen but that intersection is so dangerous and the Baker such a crown jewel that I get a bit onto my soapbox here.	1/18/2024 10:15 AM
26	I think the study was very thorough therefore no.	1/18/2024 8:39 AM
27	More aggressively point out that more parking spaces would solve most of the problems identified. Build more parking decks.	1/18/2024 6:36 AM
28	Address the ongoing drifting/noise issues on the 5th floor parking deck. What measures are being recommended besides police enforcement?	1/17/2024 10:26 PM
29	Tear down old police station. Build rec center to lease canoe, tubes, kayak's,etc. build 5 story parking garage to support Active River project and current restaurants south of Rt 64.	1/17/2024 2:21 PM
30	How many people live within 5-10 min bike ride from a downtown? Biking Biking Biking should have been discussed a lot more.	1/17/2024 11:13 AM
31	It was in the comments but there was no discussion in the study about parking along main street, and especially on the bridge. Covert that parking into protected bike lane & wider pedestrian access would be a great option.	1/17/2024 10:53 AM
32	Think harder on a deck for Arcada parking - private or public or combination.	1/17/2024 9:43 AM
33	I think they really don't take into account that People don't want to walk far after parking. The prime Spots for Parking are Near Back of Arcada and Flagship/ Pollyanna area. I also think the City should purchase the CIBC bank next to Szechwan and behind the Parking garage. This would free up so much space for Parking and overall Congestion issues. and that building is not a Historic Building anyway, it would not be missed!	1/17/2024 9:27 AM
34	Add bicycle parking to the parking garages like the one at 1st street--employees who work in our city often ride bikes and they spill out all over the first floor of the garage blocking pedestrian stair access because what little provision is made is on an elevated pad. Requiring bike users to lift bikes to hoist them into a platform is ridiculous. Create a desgnated biking garage section.	1/17/2024 9:11 AM
35	Better bike infrastructure	1/17/2024 7:50 AM
36	No	1/16/2024 9:06 PM
37	Above statement	1/16/2024 7:37 PM
38	Parking garages such as those in Naperville actually work. Build upwards!!	1/16/2024 5:48 PM
39	n/a	1/16/2024 4:39 PM

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40	No.	1/16/2024 4:31 PM
41	Diagonal parking like in downtown Geneva is dangerous and should NOT be implemented in St. Charles.	1/16/2024 4:04 PM
42	While it is likely cost prohibitive, it would be interesting to explore subterranean parking.	1/16/2024 1:43 PM
43	The Arcada should have to unload tour buses, semis and then park them off site (out of downtown), they block so much of public parking, city streets with RVs and such.	1/16/2024 12:58 PM
44	Build more garages! The Blue Goose lot could become a small garage.	1/16/2024 11:27 AM
45	remote parking in under-utilized lots like the mall and schools during peak evening and weekend hours. Implement a ride share from parking locations to downtown.	1/15/2024 1:05 PM
46	The trolley service seems like a novel idea, but I would have liked to see the idea expanded on a bit more in regards to potentially extending service to Geneva and creating an intercity service.	1/15/2024 12:04 PM

Q6 Is there anything else that you want the City to know about the downtown parking experience?

Answered: 45 Skipped: 31

#	RESPONSES	DATE
1	No	3/14/2024 6:34 PM
2	It's actually very good and one of the best in Chicagoland	3/9/2024 4:31 PM
3	Please just be sure downtown residents still have ample parking as several buildings on 1st St. do only have street parking as an option. Even if that means parking by permit only.	2/21/2024 10:10 PM
4	We have plenty of parking, too much of it is private. Parking is valuable and doesn't need to be free, City should charge to create a revenue stream and fund more improvements.	2/18/2024 9:51 PM
5	North 1st Street congestion and parking is chaotic.	2/13/2024 9:35 AM
6	The less cars coming into downtown, the better the parking experience will be. Anyone looking to park downtown would benefit from the City investing money into other means of transportation into downtown, such as walking and biking. Every person not driving into downtown is one less person who needs to park their car. And frankly, the more parking in downtown the less attractive it becomes. Who wants to visit a parking lot?	2/9/2024 10:22 PM
7	the number one thing I avoid at all costs when deciding where to park downtown is never having to cross Rt. 64 on foot. if the city made crossing rt. 64 feel safer it would dramatically alter my parking habits.	2/7/2024 7:16 PM
8	Closing off first street completely to provide a walking and dining area without vehicle traffic makes sense in towns like Wheaton so why not here.	2/6/2024 12:07 PM
9	No paid parking. This is what makes our downtown special!	2/6/2024 7:13 AM
10	no	2/5/2024 3:10 PM
11	I was meeting an out of town guest at Gia Mia and they had the worst time in the parking garage because they parked on level 2. She only lives in West Chicago but said she'll never come back again and frankly I don't blame her.	2/5/2024 11:48 AM
12	Eliminate parking on the Main Street bridge.	2/5/2024 11:26 AM
13	Id rather you build a parking lot than apartments on Illinois.	2/5/2024 11:23 AM
14	I walk downtown and love it. One thing to consider is that Whole Foods shopper will need their cars nearby because of the carrying of groceries. Using the parking garage is too far.	2/3/2024 8:13 AM
15	Main Street is too wide and too hard to cross to have a safe downtown. It is a much bigger issue than parking	2/1/2024 5:29 AM
16	City should enforce time limits more actively. This reduces spaces for short term visits.	1/29/2024 9:49 AM
17	no	1/25/2024 11:50 AM
18	N/A	1/25/2024 11:11 AM
19	A trolley in tandem with bike lanes is a fantastic choice that I am interested in as a resident.	1/25/2024 10:47 AM
20	I want to thank the city for taking the time to study this issue in a thorough and public manner	1/23/2024 12:02 PM
21	I am hopeful this survey was not just a way to find a reason to charge us to park in the garages and streets of St. Charles.	1/23/2024 11:18 AM
22	I have lived in St. Charles for my entire life, I have never considered parking an issue especially with the additional parking garages. The only time parking stops us from doing things in St. Charles is because it might not be close to where we are actually going in town.	1/23/2024 10:56 AM

Downtown Parking Study Review

23	I would like to see all vehicle parking removed from Main S..especially between 7th St. and 5th Ave. The volume and speed in which traffic travels is dangerous and there isn't anywhere for people or vehicles to go except into traffic.	1/22/2024 1:49 PM
24	Enforcement of parking limits would help.	1/21/2024 2:28 PM
25	St Charles is a downtown, river front destination. Especially from April - November. People want to spend time here. Decisions to modify and improve parking must be forward thinking. The perceived or real traffic congestion & parking challenges are thematic deterrents interfering with meaningful development of the downtown. Decisions today must be made with the vision for the next 5-10 years and beyond.	1/19/2024 1:30 PM
26	I have not had any issues parking downtown, but I also visit downtown during times that are less busy. Thank you for requesting input.	1/18/2024 9:14 PM
27	no	1/18/2024 10:15 AM
28	No parking structures or lots directly adjacent to river - keep that for walking trails/open space	1/18/2024 7:38 AM
29	It's frustrating being unable to find parking when going downtown. Sometimes it causes us to skip going to a restaurant or shop in STC and go elsewhere - like Geneva or Naperville.	1/18/2024 6:36 AM
30	What about implementing a parking app?	1/17/2024 10:26 PM
31	Could also build multi deck on West side on top of current parking lot north of 64. To accommodate bikers, river enthusiasts and runners. Connect LeRoy Oaks path to rt 31. Awesome!!	1/17/2024 2:21 PM
32	Did I say biking is the main solution?! :)	1/17/2024 11:13 AM
33	We need better signage, not more. Protect the neighborhood parking for residents and their guests.	1/17/2024 9:43 AM
34	Listen to Residents like myself that live the downtown Experience everyday !	1/17/2024 9:27 AM
35	Do more for people.... Not cars.	1/17/2024 7:50 AM
36	its difficult to tell if a lot is available for parking use by the public. It is also difficult to tell where else to park if your first lot choice is full	1/16/2024 6:15 PM
37	Spaces can be tight in a pickup truck, and the parking is almost unsafe it being in the middle of route 64.	1/16/2024 5:48 PM
38	I'm disappointed to see that residential streets are being considered as available parking for the dense downtown area. These streets are "residential" and parking should be for residents, not for businesses who are blocks away.	1/16/2024 4:39 PM
39	Improved signage and wayfinding should be a "must do". I wasn't aware of some of the areas identified until I read the report.	1/16/2024 4:31 PM
40	Stop blocking main street for parades at various time of the year. These parades can take place on side streets. Semi's being redirected to side city streets is dangerous when main street is closed.	1/16/2024 4:04 PM
41	I would love for the city to partner with local businesses to think about how to equalize parking load over the week by incentivizing people to visit downtown at times that are currently underutilized	1/16/2024 1:43 PM
42	Must improve East side parking especially with the new development on the horizon. Do not wait...be PROACTIVE!	1/16/2024 1:35 PM
43	It is ROUGH.	1/16/2024 11:27 AM
44	I typically don't have a problem finding parking within a short walk of where I am headed.	1/15/2024 1:05 PM
45	Overall, parking seems ok even in peak hours, but the main problem appears to be the difficulty of locating some of the parking lots which remain unused due to their markings/signage.	1/15/2024 12:04 PM

**Feedback on Draft Parking Study from
Third and Fourth Open House Public Meeting**

- **Wayfinding and Signage Improvements**
 - The current signage is confusing
 - Needed. I didn't even know about some of these lots until I read the study.
 - Very effective use of \$ spent to result – also new technology solutions
 - Excellent upgrade!
 - Yes! Better signage
 - Agree

- **Parking Space Availability Signs in Parking Garages**
 - Great Idea!
 - This would be great!
 - Good idea – Let's Go!
 - Do this! But start w/just the 5- story lot
 - Yes!
 - Yes (signs) this is a great idea – also tie into an app

- **Parking Time Restriction Improvements**
 - No Comments

- **Establish Pick-up/Drop-off Locations in Core Restaurant/Shop Areas**
 - My parents would definitely use this
 - All for more valet parking
 - I like this idea
 - Good idea. Always consider ADA
 - Good ideas! Valet parking is good too!
 - Good idea when couples with trolley

- **Enforcement of Existing Parking Code Violations**
 - I don't want tickets. Be visitor friendly.
 - This is off brand. We want people to come downtown. Enjoy a meal, walk along the river, then have an ice cream. Take several hours. Not worry about a parking meter or time.
 - Some enforcement is needed to prevent people from abusing the free parking. This will give more people the opportunity to park instead of a select few.
 - Would be impactful during evening peak hours, otherwise limited benefit.
 - I think lax enforcement is ok as long as its even-handed and maybe tougher on holidays and festivals
 - Good enforcement is needed. Parking, like other prime downtown real estate, is limited. Why should only a few get access? Lack of enforcement leads to abuse to abuse of parking.
 - Visitor friendly is most important part of this. Consider requiring resident permits for street parking to free up space.
 - I don't want tickets. Be visitor friendly.
 - Would be impactful during evening peak hours, otherwise limited benefit.
 - Why have parking limits if they aren't enforced.

- **Metered Parking on Major Streets**

- No!
- I don't think this is a good idea
- There's no faster way to guarantee a shortage than to give it away for free. Paid parking that goes up or down in price to ensure 85% capacity ensures some spaces will --?--, be open while discovering --?-- missing prime parking spots. For more info read Donald Shoup "The High Cost of Free Parking"
- I like it. Meter on-street but keep the lots free. Meters are a small fee for convenience
- Approach this meter parking with caution. Could be more negative than positive perception.
- It like it. Meter on-street but keep the lots free. Meters are small fee for convenience.
- This could be difficult for businesses
- Not a good idea at all!!

- **Electric Vehicle Charging Stations**

- This makes sense for the future
- This makes sense. E-Vehicles are here to stay!
- Good! Add more EV Spots to decks
- I don't think the city "needs" to provide this. Only if the charging station owners pay for all of it.
- Bike rental around town
- Partner with car manufacturers & have them pay for stations
- PAID...these could be good revenue drivers for the city

- **1st Street Parking Garage Access**

- Too expensive
- Women do not feel safe alone in this garage. Improvements are needed
- I like this a lot! Would be worth the investment
- Not sure this provides value!
- Good use of resources to improve usage
- It's a good idea to improve access for pedestrians, but to restrict vehicle access to discourage loitering.

- **Shared Parking Potential**

- Great idea if possible
- Makes sense... why have existing spaces vacant during "off hours"!
- Low hanging fruit. Good idea
- Shared parking is a great idea – could be a win-win for both the city and the businesses
- Library should share parking

- **Improve Alternative Transportation Options**
 - This will make it easier for pedestrians
 - Would be great
 - Improved methods to cross Hwy 64 would help the utilization of open parking spaces

- **Downtown Trolley Service**
 - Give it a try for a few weekends. Have it cycle between all outlying parking areas
 - I don't think that this would be used. People would just go elsewhere
 - Nice idea but won't help much
 - I prefer other options
 - Can be effective for valet companies
 - This distance seems as a non-starter
 - With some public service announcements & education, this could work. Keep it cheap or free
 - People will not park at the library
 - Good idea

- **Comment & Suggestion Board**
 - Striped parking on busy side streets
 - If I know the deck had available spaces I would park there more
 - Given the current development plans and timelines, when will the city parking load hit the 85% level?
 - Relocate historic home from Cedar & 3rd Ave to allow redevelopment/additional public parking on block along Main St.
 - Link on Arcada & other venue websites directing patrons parking options
 - I think it would be interesting to know what the east side load calculation is. I think the east side might be over the 85% already.

City of St. Charles, Illinois
Ordinance No. 2024-M-_____

An Ordinance Vacating a Portion of North 15th Street Right-of-Way

WHEREAS, the City of St. Charles (the “City”) is the owner of the property commonly known as 1417 Dean Street, St. Charles, Illinois, 60174, legally described in Exhibit “A,” which is attached hereto and made a part hereof (the “City Parcel”), and desires to vacate an adjacent portion of North 15th Street in order to provide adequate land area for the City Parcel to be a buildable parcel; and

WHEREAS, the City owns or is otherwise in control of the portion of the North 15th Street right-of-way immediately adjoining the City Parcel, as more particularly described and depicted on the Plat of Vacation, a copy of which is attached hereto as Exhibit “B” and made a part hereof (the “Plat of Vacation”), and which is located wholly within the corporate boundaries of the City; and

WHEREAS, the City Council has determined that the portion of North 15th Street right-of-way, as described and depicted on the attached Plat of Vacation, would not be in the best interests of the City to retain ownership thereof and would benefit its residents and be in the best interests of public welfare to vacate the right-of-way to the City for the purpose of providing adequate land area for the City Parcel to be a buildable parcel; and

WHEREAS, the North 15th Street right-of-way is situated within the territorial limits of the City and, as such, pursuant to Illinois statute, are subject to the determination of the corporate authorities of the City as to whether or not to vacate that certain portion of North 15th Street by balancing the interests of the nature and extent of the public use and interest or benefit derived from the right-of-way, against the potential benefits to be derived from and cost saved to the City from the vacation and future incorporation of the portion of the aforesaid North 15th Street right-of-way into the City Parcel, providing adequate land area for the City Parcel to be a buildable parcel, as expressly conditioned upon the provisions contained within this Ordinance.

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

1. The statements contained in the preamble hereto are found to be true and correct and are hereby incorporated as part of this Ordinance.
2. Subject to the provisions contained herein, the Plat of Vacation is hereby approved and the appropriate officials of the City are hereby authorized to execute and attest to same.
3. That part of North 15th Street right-of-way immediately adjacent to the City Parcel, encompassing approximately 0.017 acre (approximately 721 square feet), is hereby vacated to the City and the City Parcel.

4. The vacation of that portion of North 15th Street right-of-way herein provided is made upon the findings that the compensation for the vacation, and the commensurate benefits and/or economic savings to be provided to and/or which inure to the benefit of the City, in the judgment of the Mayor and City Council, shall compensate the City for the value of the part of the North 15th Street right-of-way being vacated to allow for providing adequate land area for the City Parcel to be a buildable parcel.

5. After approval of the Plat of Vacation by the City, and upon execution of the Plat of Vacation by all necessary parties, the City Clerk is hereby authorized and directed to file with the Kane County Recorder a true and correct copy of this Ordinance, the Plat of Vacation and any documents relating thereto.

6. All ordinances or parts of ordinances in conflict with this Ordinance are hereby amended to the extent of such conflict.

7. This Ordinance shall be in full force and effect from and after its passage, approval and publication in accordance with law.

PRESENTED to the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, this 20th day of May 2024.

PASSED by the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, this 20th day of May 2024.

APPROVED by the Mayor of the City of St. Charles, Kane and DuPage Counties, Illinois, this 20th day of May 2024.

Lora A. Vitek, Mayor

ATTEST:

City Clerk

COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain:

EXHIBIT "A"

CITY PARCEL

THAT PART OF LOT 2 OF WILLIAM BALIS SUBDIVISION, ACCORDING TO THE PLAT THEREOF, RECORDED SEPTEMBER 5, 1911 IN BOOK 20 OF PLATS, PAGE 21, LYING WESTERLY OF 15TH STREET, PER DEDICATION RECORDED APRIL 6, 1983 AS DOCUMENT 1634667, IN KANE COUNTY, ILLINOIS, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHWEST CORNER OF SAID LOT 2; THENCE SOUTH 66 DEGREES 05 MINUTES 41 SECONDS EAST, ALONG THE NORTH LINE OF SAID LOT 2, 69.10 FEET TO THE WESTERLY RIGHT-OF-WAY OF SAID 15TH STREET; THENCE SOUTH 23 DEGREES 54 MINUTES 19 SECONDS WEST, ALONG SAID WESTERLY RIGHT-OF-WAY LINE, 90.21 FEET TO THE SOUTHERLY LINE OF SAID LOT 2; THENCE NORTH 89 DEGREES 54 MINUTES 58 SECONDS WEST, ALONG SAID SOUTHERLY LINE, 26.93 FEET TO THE SOUTHWEST CORNER OF SAID LOT 2; THENCE NORTH 00 DEGREES 09 MINUTES 44 SECONDS EAST, ALONG THE WESTERLY LINE OF SAID LOT 2, 110.43 FEET TO SAID POINT OF BEGINNING.

PIN: 09-28-376-012

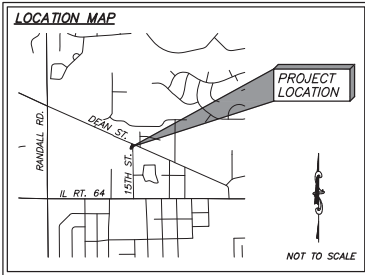
Ordinance No. _____

Page 4

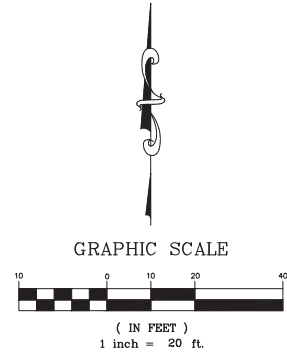
EXHIBIT "B"

PLAT OF VACATION

PLAT OF VACATION



LEGAL DESCRIPTION OF RIGHT-OF-WAY HEREBY VACATED
 THAT PART OF THE NORTH 15TH STREET RIGHT-OF-WAY, PER DEDICATION RECORDED APRIL 6TH, 1983 AS DOCUMENT 1634667, IN KANE COUNTY, ILLINOIS, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:
 COMMENCING AT THE NORTHWESTERLY CORNER OF LOT 2 IN WILLIAM BALIS SUBDIVISION ACCORDING TO THE PLAT THEREOF, RECORDED SEPTEMBER 5TH, 1911 IN BOOK 20 OF PLATS, PAGE 21; THENCE SOUTH 66 DEGREES 05 MINUTES 41 SECONDS EAST, ALONG THE NORTHERLY LINE OF SAID LOT 2, 69.10 FEET TO THE EXISTING WESTERLY RIGHT-OF-WAY LINE OF NORTH 15TH STREET, PER SAID DEDICATION FOR A POINT OF BEGINNING; THENCE SOUTH 07 DEGREES 09 MINUTES 23 SECONDS WEST, 20.15 FEET; THENCE SOUTHERLY 65.00 FEET, ALONG A NON-TANGENTIAL CURVE TO THE LEFT, SAID CURVE HAVING A RADIUS OF 417.00 FEET, A CHORD THAT BEARS SOUTH 15 DEGREES 43 MINUTES 18 SECONDS WEST AND A CHORD OF 64.93 FEET TO A POINT ON THE SOUTHERLY LINE OF SAID LOT 2, SAID POINT BEING 71.00 FEET WESTERLY OF THE EASTERLY RIGHT-OF-WAY LINE OF SAID NORTH 15TH STREET, AS MEASURED ALONG SAID SOUTHERLY LINE; THENCE NORTH 89 DEGREES 54 MINUTES 58 SECONDS WEST, ALONG SAID SOUTHERLY LINE, 16.45 FEET TO SAID EXISTING WESTERLY RIGHT-OF-WAY LINE; THENCE NORTH 23 DEGREES 54 MINUTES 19 SECONDS EAST, ALONG SAID WESTERLY RIGHT-OF-WAY LINE, 90.21 FEET TO SAID POINT OF BEGINNING.



THIS PLAT PRESENTED BY/RETURN TO:
 NAME: _____
 ADDRESS: _____

CITY COUNCIL CERTIFICATE

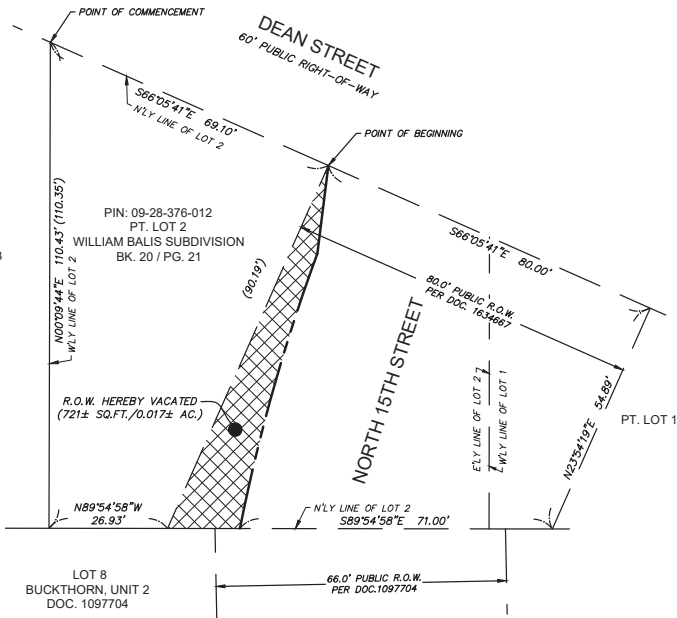
STATE OF ILLINOIS)
) S.S.
 CITY OF ST. CHARLES)
 APPROVED AND ACCEPTED THIS _____ DAY OF _____, 20____
 CITY COUNCIL OF CITY OF ST. CHARLES, ILLINOIS

 MAYOR
 ATTEST: _____
 CITY CLERK

COUNTY CLERK CERTIFICATE

STATE OF ILLINOIS)
) S.S.
 COUNTY OF KANE)
 I, _____ COUNTY CLERK OF KANE COUNTY, ILLINOIS, DO HEREBY CERTIFY THAT THERE ARE NO DELINQUENT GENERAL TAXES, NO UNPAID FORFEITED TAXES AND NO REDEEMABLE TAX SALES AGAINST ANY OF THE LAND INCLUDED IN ANNEXED PLAT.
 I FURTHER CERTIFY THAT I HAVE RECEIVED ALL STATUTORY FEES IN CONNECTION WITH THE ANNEXED PLAT.
 GIVEN UNDER MY HAND AND SEAL AT GENEVA, ILLINOIS, ILLINOIS,
 THIS _____ DAY OF _____, A.D., 200____

 COUNTY CLERK



SURVEYOR'S CERTIFICATION

STATE OF ILLINOIS)
) S.S.
 COUNTY OF KANE)
 I, BERNARD J. BAUER, ILLINOIS PROFESSIONAL LAND SURVEYOR NUMBER 3799, DO HEREBY CERTIFY THAT THE PLAT OF VACATION HEREON DRAWN WAS PREPARED USING PREVIOUS SURVEY INFORMATION AND MAPS, PLATS AND OTHER INSTRUMENTS OF RECORD FOR THE USES AND PURPOSES HEREIN SET FORTH.
 DATED AT AURORA, KANE COUNTY, ILLINOIS _____, A.D. 2024.

FOR REVIEW

BERNARD J. BAUER, P.L.S. (bbauer@hrgreen.com)
 ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 3799
 LICENSE EXPIRATION DATE: 11/30/2024

BOUNDARY NOTE
 BOUNDARY LINES SHOWN HEREON BASED UPON THE PLAT OF SURVEY PREPARED BY HR GREEN, DATED DECEMBER 7, 2023.

- NOTES:
- * This map was created for use as Plat of Vacation.
 - * This map is not to be used for any construction or staking purposes without consent from a proper agent of HR Green, Inc.
 - * This IS NOT a Plat of Survey. No assumptions or agreements as to ownership, use, or possession can be conveyed from this document.
 - * No underground improvements have been located unless shown and noted.
 - * No distance should be assumed by scaling.
 - * This map is void without seal and signature affixed.

NO.	DATE	BY	REVISION DESCRIPTION
1	05/07/24	BJB	CORNER CIP

Illinois Professional Design Firm # 184-001322
 2363 Sequoia Drive, Suite 101
 Aurora, Illinois 60506
 t. 630.553.7560 f. 630.553.7646
 www.hrgreen.com



PLAT OF VACATION
 OF A PORTION OF
 15TH STREET
 CITY OF ST. CHARLES
 KANE COUNTY, ILLINOIS

BAR IS ONE INCH ON OFFICIAL DRAWINGS
 0 1"
 IF NOT ONE INCH, ADJUST SCALE ACCORDINGLY

DRAWN BY: BJB
 APPROVED: MD
 JOB DATE: 04/03/2024
 JOB NO: 2303828.01

City of St. Charles, Illinois
Ordinance No. 2024-Z-_____

**An Ordinance Granting Approval of a Final Plat of Subdivision for
Cityview’s First Resubdivision**

WHEREAS, a petition to approve a Final Plat of Subdivision for Cityview’s First Resubdivision was filed with the City of St. Charles (“City”) on or November 7, 2023, by Stonewood Properties and Development, LLC (the “Applicant”); and,

WHEREAS, the Plan Commission reviewed said petition in accordance with law and recommended approval on May 7, 2024; and,

WHEREAS, the Planning and Development Committee of the City Council recommended approval of the petition on May 13, 2024; and,

WHEREAS, the City Council of the City of St. Charles received the recommendation of the Planning and Development Committee of the City Council, and has considered the same; and,

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

1. That passage of this Ordinance shall constitute approval of the following documents, incorporated herein as Exhibit “A”, such that the following documents and illustrations are hereby approved, reduced copies of which are attached hereto, subject to satisfactory resolution of all outstanding staff review comments and compliance with such conditions, corrections, and modifications as may be required by the Director of Community Development and the Director of Public Works to comply with the requirements of the St. Charles Municipal Code:

- Cityview’s First Resubdivision; CEMCON, Ltd.; revisions dated 4/26/2024
- Exhibit for Cityview’s First Resubdivision Revised Stormwater Management Plan; CEMCON Ltd.; revisions dated 3/29/2024

2. That the Subject Property may be developed and used only in accordance with all ordinances of the City now in effect or hereafter amended or enacted.

3. That after the adoption and approval hereof the Ordinance shall (i) be printed or published in book or pamphlet form, published by the authority of the Council, or (ii) within thirty (30) days after the adoption and approval hereof, be published in a newspaper published in and with a general circulation within the City of St. Charles.

PRESENTED to the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois this 20th day of May 2024.

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

Illinois this 20th day of May 2024.

APPROVED by the Mayor of the City of St. Charles, Kane and DuPage Counties,
Illinois this 20th day of May 2024.

Lora A. Vitek, Mayor

Attest:

Nancy Garrison, City Clerk

Vote:

Ayes:

Nays:

Absent:

Abstain:

Date: _____

EXHIBIT "A"

PLAT OF RESUBDIVISION

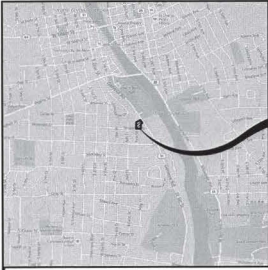
FINAL PLAT OF SUBDIVISION FOR CITYVIEW'S FIRST RESUBDIVISION

BEING A RESUBDIVISION OF LOTS 2, 3, 4 AND OUTLOT A, IN CITYVIEW, BEING A SUBDIVISION OF PART OF THE SOUTHEAST QUARTER OF SECTION 34, TOWNSHIP 40 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED NOVEMBER 5, 2019 AS DOCUMENT NUMBER 2019K-054029 IN KANE COUNTY, ILLINOIS.

THIS PLAT WAS SUBMITTED TO THE COUNTY RECORDER FOR THE PURPOSES OF RECORDING BY:
CITY OF ST. CHARLES
2 E. MAIN STREET
ST. CHARLES, IL 60174
NOTICE TO RECORDER:
PLEASE RETURN RECORDED MYLAR TO THE SAME.

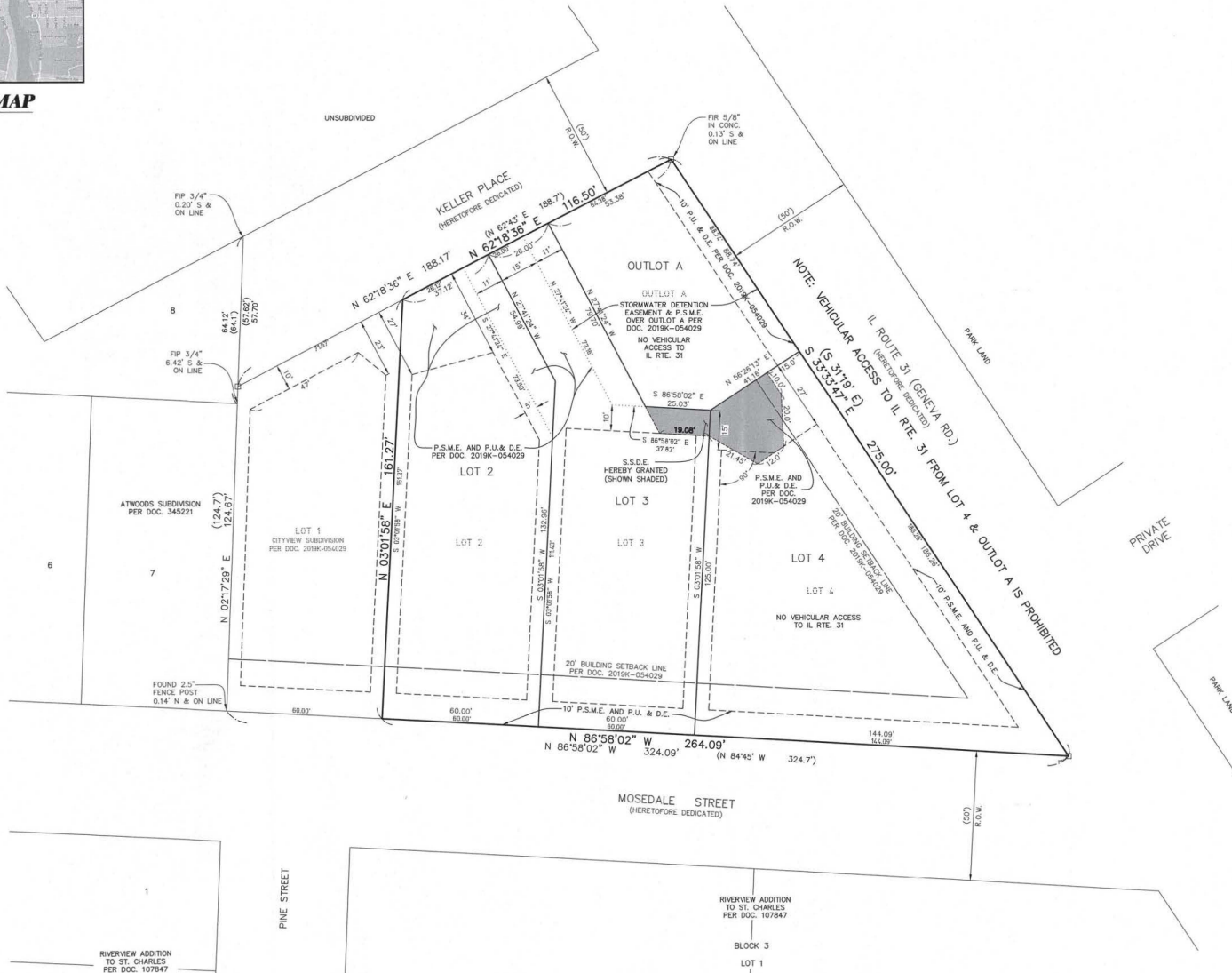
LINE LEGEND

- SUBDIVISION BOUNDARY LINE (Heavy Solid Line)
- LOT LINE/PROPERTY LINE (Solid Line)
- ADJACENT LOT LINE/PROPERTY LINE (Light Solid Line)
- UNDERLYING LOT LINE (Light Solid Line)
- BUILDING SETBACK LINE (Long Dashed Line)
- EASEMENT LINE (Short Dashed Line)
- FOUND CONCRETE MONUMENT (Previously Set)
- SUPPLEMENTAL STORMWATER DETENTION EASEMENT (S.S.D.E.) PERTAINING EXCLUSIVELY TO LOTS 3 & 4 PLATTED HEREON.



VICINITY MAP

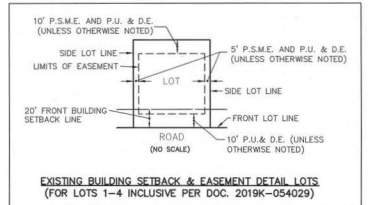
SITE LOCATION



TOTAL AREA OF SUBDIVISION
0.855 ACRES
(MORE OR LESS)

LOT AREA SUMMARY TABLE

LOT NO.	SQ. FT.	ACRES
2	9,847	0.226
3	9,390	0.216
4	12,839	0.295
OUTLOT A	5,152	0.118
TOTAL	37,228	0.855



NOTES

3/4 INCH IRON PIPE SET AT ALL LOT CORNERS AND POINTS OF CURVATURE UNLESS OTHERWISE NOTED.

ALL MEASUREMENTS ARE SHOWN IN FEET AND DECIMAL PARTS THEREOF.

DIMENSIONS ENCLOSED WITH () ARE RECORD DATA. ALL OTHER DIMENSIONS ARE MEASURED.

UNLESS NOTED OTHERWISE ALL EASEMENTS SHOWN HEREON HERETOFORE GRANTED BY DOC. NO. 2019K-054029.

P.U. & D.E. - INDICATES PUBLIC UTILITY AND DRAINAGE EASEMENT.

P.S.M.E. - INDICATES PRIVATE STORMWATER MANAGEMENT EASEMENT

S.S.D.E. - SUPPLEMENTAL STORMWATER DETENTION EASEMENT

THE MEASURED BEARINGS SHOWN ARE BASED UPON THE EAST LINE OF THE SUBDIVISION BEING S 33°33'47" E (ASSUMED).


PIP = FOUND IRON PIPE (# AS SHOWN)

FIR = FOUND IRON ROD (# AS SHOWN)

PROPERTY ZONED RT-2 TRADITIONAL SINGLE FAMILY DISTRICT OF CITY OF ST. CHARLES.

DECLARATION OF COVENANTS, CONDITIONS, AND RESTRICTIONS FOR CITYVIEW HOMEOWNERS ASSOCIATION RECORDED APRIL 14, 2023 AS DOCUMENT NO. 2023K01668. AN AMENDED DECLARATION TO BE RECORDED CONTINGUOUSLY WITH THIS PLAT.

PREPARED FOR:
STONEWOOD PROPERTIES AND DEVELOPMENT LLC
 926 SUNSET ROAD
 GENEVA, IL 60134
 (630) 262-3844

PREPARED BY:

CEMCON, Ltd.
 Consulting Engineers, Land Surveyors & Planners
 2280 White Oak Circle, Suite 100 Aurora, Illinois
 60502-9675 PH: 630.862.2100 FAX: 630.862.2199
 E-Mail: cee@cemcon.com Website: www.cemcon.com

DISC NO.: 504015 FILE NAME: 1ST RESUB
 DRAWN BY: SMR/DDD FLD. BK. / PG. NO.: D53/57-60
 COMPLETION DATE: 11-01-2023 JOB NO.: 504.015-411
 PROJECT REFERENCE: 828.005
 REVISED: 11-15-23 ADDED OWNER & NOTARY CERT.
 REVISED: 2-22-24/SMR PER CITY REVIEW 12-21-23
 REVISED: 4-9-24/SMR REVISE S.S.D.E. PROVISIONS
 REVISED: 4-26-24/PER CITY REVIEW 4-25-24

OWNER'S & SCHOOL DISTRICT CERTIFICATE

STATE OF ILLINOIS) S.S.
COUNTY OF KANE)
THIS IS TO CERTIFY THAT THE UNDERSIGNED IS THE OWNER OF PART OF THE PROPERTY DESCRIBED IN THE ANNEXED PLAT, AND THAT HE HAS CAUSED THE SAME TO BE SURVEYED AND SUBDIVIDED AS INDICATED THEREON, FOR THE USES AND PURPOSES THEREIN SET FORTH, AND DOES HEREBY ACKNOWLEDGE AND ADOPT THE SAME UNDER THE STYLE AND TITLE THEREON INDICATED.

ALSO, THIS IS TO CERTIFY THAT PROPERTY BEING, SUBDIVIDED AFORESAID, AND TO THE BEST OF THE OWNER'S KNOWLEDGE AND BELIEF, SAID SUBDIVISION LIES ENTIRELY WITHIN THE LIMITS OF: ST. CHARLES COMMUNITY UNIT SCHOOL DISTRICT 303
BY: DAVE C. PARK & WENDY M. PARK
ADDRESS: 20 MOSEDALE STREET, ST. CHARLES, IL 60174
DATED THIS _____ DAY OF _____ A.D. 20____

(SIGNATURE) _____
OWNERS (TITLE)
MANAGER (TITLE)

NOTARY CERTIFICATE

STATE OF ILLINOIS) S.S.
COUNTY OF KANE)
I, _____, A NOTARY PUBLIC, IN AND FOR SAID COUNTY, IN THE STATE AFORESAID, DO HEREBY CERTIFY THAT PERSONALLY KNOWN TO ME TO BE THE SAME PERSONS WHOSE NAMES ARE SUBSCRIBED TO THE FOREGOING INSTRUMENT AS SUCH OWNERS, APPEARED BEFORE ME THIS DAY IN PERSON AND ACKNOWLEDGED THAT THEY SIGNED AND DELIVERED THE ANNEXED PLAT AS THEIR OWN FREE AND VOLUNTARY ACT FOR THE USES AND PURPOSES THEREIN SET FORTH.
DATED THIS _____ DAY OF _____ A.D. 20____

(SIGNATURE)

SURVEYOR'S CERTIFICATE

STATE OF ILLINOIS) S.S.
COUNTY OF DUPAGE)
THIS IS TO CERTIFY THAT I, LARRY C. POCASK, ILLINOIS LAND SURVEYOR NO. 3246, HAVE SURVEYED AND SUBDIVIDED THE FOLLOWING DESCRIBED PROPERTY: LOTS 2, 3, 4 AND OUTLOT A IN CITYVIEW, BEING A SUBDIVISION OF PART OF THE SOUTHWEST QUARTER OF SECTION 34, TOWNSHIP 40 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED NOVEMBER 8, 2019 AS DOCUMENT NUMBER 2019K-054029 IN KANE COUNTY, ILLINOIS.

FURTHER, THIS PLAT HAS BEEN PREPARED BY AN ILLINOIS PROFESSIONAL LAND SURVEYOR AND THAT THE PLAT HEREON DRAWN IS A REPRESENTATION OF SAID SURVEY AND SUBDIVISION.

IT IS FURTHER CERTIFIED THAT THE PROPERTY SHOWN HEREON LIES WITHIN THE CORPORATE LIMITS OF THE CITY OF ST. CHARLES, WHICH HAS ADOPTED A CITY PLAN AND IS EXERCISING THE SPECIAL POWERS AUTHORIZED BY DIVISION 12 OF ARTICLE 11 OF THE ILLINOIS MUNICIPAL CODE, AS NOW OR HEREAFTER AMENDED.

IT IS FURTHER CERTIFIED THAT, TO THE BEST OF OUR KNOWLEDGE, ALL REGULATIONS ENACTED BY THE CITY COUNCIL OF THE CITY OF ST. CHARLES RELATIVE TO PLATS AND SUBDIVISIONS HAVE BEEN COMPLIED WITH IN THE PREPARATION OF THIS PLAT.

SPECIAL FLOOD HAZARD AREA CERTIFICATE

THIS IS TO CERTIFY THAT THE PROPERTY HEREON DESCRIBED IN THE RECORD DEED FALLS WITHIN ZONE X IDENTIFIED FOR THE CITY OF ST. CHARLES, ILLINOIS BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY ON THE FLOOD INSURANCE RATE MAP, PANEL NO. 17080C028H DATED AUGUST 3, 2009.

GIVEN UNDER MY HAND AND SEAL AT AURORA, ILLINOIS, THIS _____ DAY OF _____ A.D. 2023.

LARRY C. POCASK
ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 3246
MY REGISTRATION EXPIRES ON NOVEMBER 30, 2024
PROFESSIONAL DESIGN FIRM LICENSE NUMBER 164-029937
EXPIRES APRIL 30, 2025

OWNER'S & SCHOOL DISTRICT CERTIFICATE

STATE OF ILLINOIS) S.S.
COUNTY OF KANE)
THIS IS TO CERTIFY THAT THE UNDERSIGNED IS THE OWNER OF PART OF THE PROPERTY DESCRIBED IN THE ANNEXED PLAT, AND THAT HE HAS CAUSED THE SAME TO BE SURVEYED AND SUBDIVIDED AS INDICATED THEREON, FOR THE USES AND PURPOSES THEREIN SET FORTH, AND DOES HEREBY ACKNOWLEDGE AND ADOPT THE SAME UNDER THE STYLE AND TITLE THEREON INDICATED.

ALSO, THIS IS TO CERTIFY THAT PROPERTY BEING, SUBDIVIDED AFORESAID, AND TO THE BEST OF THE OWNER'S KNOWLEDGE AND BELIEF, SAID SUBDIVISION LIES ENTIRELY WITHIN THE LIMITS OF: ST. CHARLES COMMUNITY UNIT SCHOOL DISTRICT 303
BY: DAVE C. PARK & WENDY M. PARK
ADDRESS: 20 MOSEDALE STREET, ST. CHARLES, IL 60174
DATED THIS _____ DAY OF _____ A.D. 20____

(SIGNATURE) _____
OWNERS (TITLE)

NOTARY CERTIFICATE

STATE OF ILLINOIS) S.S.
COUNTY OF KANE)
I, _____, A NOTARY PUBLIC, IN AND FOR SAID COUNTY, IN THE STATE AFORESAID, DO HEREBY CERTIFY THAT PERSONALLY KNOWN TO ME TO BE THE SAME PERSONS WHOSE NAMES ARE SUBSCRIBED TO THE FOREGOING INSTRUMENT AS SUCH OWNERS, APPEARED BEFORE ME THIS DAY IN PERSON AND ACKNOWLEDGED THAT THEY SIGNED AND DELIVERED THE ANNEXED PLAT AS THEIR OWN FREE AND VOLUNTARY ACT FOR THE USES AND PURPOSES THEREIN SET FORTH.
DATED THIS _____ DAY OF _____ A.D. 20____

(SIGNATURE)

OWNER'S & SCHOOL DISTRICT CERTIFICATE

STATE OF ILLINOIS) S.S.
COUNTY OF KANE)
THIS IS TO CERTIFY THAT THE UNDERSIGNED IS THE OWNER OF PART OF THE PROPERTY DESCRIBED IN THE ANNEXED PLAT, AND THAT HE HAS CAUSED THE SAME TO BE SURVEYED AND SUBDIVIDED AS INDICATED THEREON, FOR THE USES AND PURPOSES THEREIN SET FORTH, AND DOES HEREBY ACKNOWLEDGE AND ADOPT THE SAME UNDER THE STYLE AND TITLE THEREON INDICATED.

ALSO, THIS IS TO CERTIFY THAT PROPERTY BEING, SUBDIVIDED AFORESAID, AND TO THE BEST OF THE OWNER'S KNOWLEDGE AND BELIEF, SAID SUBDIVISION LIES ENTIRELY WITHIN THE LIMITS OF: ST. CHARLES COMMUNITY UNIT SCHOOL DISTRICT 303
BY: CITY VIEW HOME OWNERS ASSOCIATION
ADDRESS: 926 SUNSET ROAD, GENEVA, IL 60134
DATED THIS _____ DAY OF _____ A.D. 20____

(SIGNATURE) _____
PRESIDENT (TITLE)

NOTARY CERTIFICATE

STATE OF ILLINOIS) S.S.
COUNTY OF KANE)
I, _____, A NOTARY PUBLIC, IN AND FOR SAID COUNTY, IN THE STATE AFORESAID, DO HEREBY CERTIFY THAT PERSONALLY KNOWN TO ME TO BE THE SAME PERSONS WHOSE NAMES ARE SUBSCRIBED TO THE FOREGOING INSTRUMENT AS SUCH OWNERS, APPEARED BEFORE ME THIS DAY IN PERSON AND ACKNOWLEDGED THAT THEY SIGNED AND DELIVERED THE ANNEXED PLAT AS THEIR OWN FREE AND VOLUNTARY ACT FOR THE USES AND PURPOSES THEREIN SET FORTH.
DATED THIS _____ DAY OF _____ A.D. 20____

(SIGNATURE)

DIRECTOR OF COMMUNITY DEVELOPMENT CERTIFICATE

STATE OF ILLINOIS) S.S.
COUNTY OF KANE)
I, _____ DO HEREBY CERTIFY THAT THE REQUIRED IMPROVEMENTS HAVE BEEN INSTALLED, OR THE REQUIRED GUARANTEE BOND HAS BEEN POSTED FOR THE COMPLETION OF ALL REQUIRED LAND IMPROVEMENTS.
DIRECTOR OF COMMUNITY & ECONOMIC DEVELOPMENT, CITY OF ST. CHARLES
DATED AT _____, ILLINOIS,
THIS _____ DAY OF _____, A.D., 20____

CERTIFICATE AS TO SPECIAL ASSESSMENTS

STATE OF ILLINOIS) S.S.
COUNTY OF KANE)
I DO HEREBY CERTIFY THAT THERE ARE NO DELINQUENT OR UNPAID CURRENT OR FORFEITED SPECIAL ASSESSMENTS OR ANY DEFERRED INSTALLMENTS THEREOF THAT HAVE NOT BEEN APPORTIONED AGAINST THE TRACT OF LAND INCLUDED IN THE PLAT.
COLLECTOR OF SPECIAL ASSESSMENTS _____
DATED AT _____, ILLINOIS,
THIS _____ DAY OF _____, A.D., 20____

PLAN COMMISSION CERTIFICATE

STATE OF ILLINOIS) S.S.
COUNTY OF KANE)
APPROVED THIS _____ DAY OF _____ A.D. 20____
CITY OF ST. CHARLES PLAN COMMISSION

CHAIRMAN

CITY COUNCIL CERTIFICATE

STATE OF ILLINOIS) S.S.
COUNTY OF KANE)
APPROVED AND ACCEPTED THIS _____ DAY OF _____ A.D. 20____
CITY COUNCIL OF CITY OF ST. CHARLES, ILLINOIS

MAYOR
ATTEST: _____
CITY CLERK

COUNTY CLERK CERTIFICATE

STATE OF ILLINOIS) S.S.
COUNTY OF KANE)
I, _____, COUNTY CLERK OF KANE COUNTY, ILLINOIS, DO HEREBY CERTIFY THAT THERE ARE NO DELINQUENT GENERAL TAXES, NO UNPAID FORFEITED TAXES AND NO REDEEMABLE TAX SALES AGAINST ANY OF THE LAND INCLUDED WITHIN THE ANNEXED PLAT.
I FURTHER CERTIFY THAT I HAVE RECEIVED ALL STATUTORY FEES IN CONNECTION WITH THE ANNEXED PLAT.
GIVEN UNDER MY HAND AND SEAL AT _____, ILLINOIS,
THIS _____ DAY OF _____, A.D., 20____
COUNTY CLERK

SUPPLEMENTAL STORMWATER DETENTION EASEMENT (S.S.D.E.) PERTAINING EXCLUSIVELY TO LOT 3 AND LOT 4 AS PLATTED HEREON

A PERMANENT NON-EXCLUSIVE SUPPLEMENTAL STORMWATER DETENTION EASEMENT PERTAINING EXCLUSIVELY TO LOT 3 AND LOT 4 AS PLATTED HEREON IS HEREBY GRANTED BY THE OWNERS OF LOT 3 AND LOT 4 TO THE CITY OF ST. CHARLES AND TO THEIR SUCCESSORS AND ASSIGNS, IN UPON, ACROSS, OVER, UNDER, AND THROUGH THE AREAS SHOWN BY DASHED LINES AND LABELED "SUPPLEMENTAL STORMWATER DETENTION EASEMENT" ON THE PLAT OF SUBDIVISION HEREON DRAWN FOR THE PURPOSE OF INSTALLING, CONSTRUCTING, INSPECTING, OPERATING, REPLACING, REPAIRING, ALTERING, ENLARGING, REMOVING, CLEANING, AND MAINTAINING STORMWATER DRAINAGE WAYS, STORM WATER DETENTION AND RETENTION FACILITIES AND ANY AND ALL MANHOLES, PIPES, CONNECTIONS, CATCH BASINS, AND WITHOUT LIMITATION, SUCH OTHER ITEMS AS MAY BE REQUIRED TO FURNISH STORMWATER MANAGEMENT INCLUDING THE RIGHT OF ACCESS ACROSS SAID LOT 3 AND SAID LOT 4 AS PLATTED HEREON FOR THE NECESSARY PERSONNEL AND EQUIPMENT TO CONDUCT ANY OR ALL OF THE ABOVE WORK, NO BUILDINGS, STRUCTURES, OR OTHER IMPROVEMENTS SURFACES SHALL BE PLACED ON SAID EASEMENT PREMISES WITHOUT PRIOR WRITTEN CONSENT FROM THE CITY OF ST. CHARLES. NO PERSON SHALL BE PERMITTED ON SAID EASEMENT, NO TREES, SHRUBS OR OTHER LANDSCAPING SHALL BE PERMITTED ON SAID EASEMENT, NO MULCH, GRAVEL, OR OTHER GROUND COVERING MATERIAL, SHALL BE PERMITTED ON SAID EASEMENT. THE EASEMENT SHALL BE MAINTAINED WITH BURY GRASS ONLY EXCEPT AS OTHERWISE APPROVED BY THE CITY OF ST. CHARLES. THE RESPONSIBILITY OF MAINTAINING THE DETENTION AREA EASEMENT SHALL BE BORING ON THE HEIRS, EXECUTORS, ADMINISTRATORS, SUCCESSORS AND ASSIGNS OF THE OWNERS OF SAID LOT 3 AND SAID LOT 4. THE OWNER OF SAID LOT 3 AND SAID LOT 4 SHALL NOT DESTROY OR MOIFY SLOPES OR OTHERWISE AFFECT THE DETENTION VOLUME WITHIN SAID EASEMENT WITHOUT HAVING FIRST RECEIVED WRITTEN APPROVAL FROM THE CITY OF ST. CHARLES. THE CITY SHALL HAVE THE RIGHT BUT NOT THE OBLIGATION TO RESTORE ANY DETENTION VOLUME LOST THROUGH UNAUTHORIZED ACTIVITIES.

EASEMENT PROVISIONS FOR EASEMENT GRANTED BY DOC. 2019K-054029 PUBLIC UTILITY AND DRAINAGE EASEMENT PROVISIONS

A PERMANENT NON-EXCLUSIVE EASEMENT IS HEREBY GRANTED TO THE CITY OF ST. CHARLES AND TO ALL PUBLIC UTILITY COMPANIES OF ANY KIND OPERATING UNDER FRANCHISE GRANTING THESE EASEMENT RIGHTS FROM SAID CITY OF ST. CHARLES, INCLUDING BUT NOT LIMITED TO, AMERTECH AND INCOB AND TO THEIR SUCCESSORS AND ASSIGNS (HEREIN COLLECTIVELY REFERRED TO AS "GRANTEES"), IN UPON, ACROSS, OVER, UNDER, AND THROUGH THE AREAS SHOWN BY DASHED LINES AND LABELED "PUBLIC UTILITY AND DRAINAGE EASEMENT" (P.U. & D.E.) ON THE PLAT OF SUBDIVISION HEREON DRAWN FOR THE PURPOSE OF INSTALLING, CONSTRUCTING, INSPECTING, OPERATING, REPLACING, REPAIRING, ALTERING, ENLARGING, REMOVING, CLEANING, AND MAINTAINING SANITARY AND UNDERGROUND ELECTRICAL SYSTEMS, CABLE TELEVISION, COMMUNICATION, GAS, TELEPHONE OR OTHER UTILITY LINES OR APPURTENANCES, SANITARY AND STORM SEWERS, DRAINAGE WAYS, STORM WATER DETENTION AND RETENTION, WATER MAINS AND ANY AND ALL MANHOLES, HYDRANTS, PIPES, CONNECTIONS, CATCH BASINS, BUFFALO BOXES AND WITHOUT LIMITATION, SUCH OTHER INSTALLATIONS AS MAY BE REQUIRED TO FURNISH PUBLIC UTILITY SERVICE TO ADJACENT AREAS TOGETHER WITH THE RIGHT OF ACCESS ACROSS THE REAL ESTATE PLATTED HEREON FOR THE NECESSARY PERSONNEL AND EQUIPMENT TO MAKE ANY OR ALL OF THE ABOVE WORK, THE PERMANENT AND EXCLUSIVE EASEMENT IS HEREBY RESERVED FOR AND GRANTED TO THE CITY OF ST. CHARLES AND THE RESPECTIVE SUCCESSORS AND ASSIGNS THEREOF. THE EASEMENT SHALL BE UNINTERRUPTED AND UNPAIDED CONVEYANCE, FLOW AND RUNOFF OF SURFACE WATER, STORM, FLOOD, OR OTHER WATER, SHALL NOT BE AFFECTED BY THIS EASEMENT. THE RIGHT IS HEREBY GRANTED TO SAID GRANTEES TO CUT, DOWN, TRIM, OR REMOVE ANY TREES, SHRUBS, OR OTHER PLANT LIFE WITHIN THE DRAINAGE WAYS AND OPERATION OF OR OPERATION OF SAID UTILITY INSTALLATIONS, WITHOUT LIMITATION, IN OR UPON OR ACROSS UNDER, OVER OR THROUGH SAID EASEMENTS.
NO PERMANENT BUILDINGS, TREES, GARDENS, SHRUBS, OR BERMING SHALL BE PLACED ON OR IN SAID EASEMENTS, BUT THE EASEMENT AREAS MAY BE USED FOR PAVING, RECREATION, AND OTHER PURPOSES THAT DO NOT INTERFERE WITH THE AFORESAID USES AND RIGHTS, WHERE AN EASEMENT IS USED FOR STORM OR SANITARY SEWERS, OTHER UTILITY INSTALLATIONS, OTHER THAN THOSE APPROVED BY SAID CITY OF ST. CHARLES SO AS NOT TO INTERFERE WITH THE GRAVITY FLOW IN SAID SEWER OR SEWERS. UTILITY INSTALLATIONS, OTHER THAN THOSE MANAGED BY THE CITY OF ST. CHARLES, SHALL BE SUBJECT TO THE APPROVAL OF THE CITY OF ST. CHARLES AS TO DESIGN AND LOCATION, AND ALL OTHER INSTALLATIONS ARE SUBJECT TO THE ORDINANCES OF THE CITY OF ST. CHARLES.

FOLLOWING ANY WORK TO BE PERFORMED BY THE GRANTEE(S) IN THE EXERCISE OF ITS EASEMENT RIGHTS GRANTED HEREIN, THE GRANTEE(S) SHALL HAVE NO OBLIGATION WITH RESPECT TO SURFACE RESTORATION INCLUDING, BUT NOT LIMITED TO, THE RESTORATION, REPAIR, OR REPLACEMENT OF ANY LANDSCAPING PROVIDED HOWEVER, THE GRANTEE(S) SHALL BE OBLIGATED FOLLOWING SUCH WORK, TO BACKFILL AND MOUND SO AS TO RETAIN SATISFACTORILY GRADE, REMOVE DEBRIS, AND LEAVE THE AREA IN GENERALLY CLEAN AND WORKMANLIKE CONDITION.

EASEMENT PROVISIONS FOR EASEMENT GRANTED BY DOC. 2019K-054029 STORMWATER DETENTION EASEMENT PROVISIONS

A PERMANENT NON-EXCLUSIVE EASEMENT IS HEREBY GRANTED TO THE CITY OF ST. CHARLES AND TO THEIR SUCCESSORS AND ASSIGNS, IN UPON, ACROSS, OVER, UNDER, AND THROUGH THE AREAS SHOWN BY DASHED LINES AND LABELED "STORMWATER DETENTION EASEMENT" ON THE PLAT OF SUBDIVISION HEREON DRAWN FOR THE PURPOSE OF INSTALLING, CONSTRUCTING, INSPECTING, OPERATING, REPLACING, REPAIRING, ALTERING, ENLARGING, REMOVING, CLEANING, AND MAINTAINING STORM SEWERS, DRAINAGE WAYS, STORM WATER DETENTION AND RETENTION AND ANY AND ALL MANHOLES, PIPES, CONNECTIONS, CATCH BASINS, AND WITHOUT LIMITATION, SUCH OTHER INSTALLATIONS AS MAY BE REQUIRED TO FURNISH STORMWATER DETENTION, INCLUDING THE RIGHT OF ACCESS ACROSS SAID LOT 3 AND SAID LOT 4 AS PLATTED HEREON FOR THE NECESSARY PERSONNEL AND EQUIPMENT TO CONDUCT ANY OR ALL OF THE ABOVE WORK, NO BUILDINGS SHALL BE PLACED ON SAID EASEMENT PREMISES WITHOUT PRIOR WRITTEN CONSENT FROM THE CITY OF ST. CHARLES. THE RESPONSIBILITY OF MAINTAINING THE DETENTION AREA EASEMENT SHALL BE BORING ON THE HEIRS, EXECUTORS, ADMINISTRATORS, SUCCESSORS AND ASSIGNS OF THE LANDOWNERS, NO PERSON SHALL DESTROY OR MOIFY SLOPES OR OTHERWISE AFFECT THE DETENTION VOLUME WITHOUT HAVING FIRST RECEIVED WRITTEN APPROVAL FROM THE CITY OF ST. CHARLES. THE CITY SHALL HAVE THE RIGHT BUT NOT THE OBLIGATION TO RESTORE ANY DETENTION VOLUME LOST THROUGH UNAUTHORIZED ACTIVITIES.

EASEMENT PROVISIONS FOR EASEMENT GRANTED BY DOC. 2019K-054029 PRIVATE STORMWATER MANAGEMENT EASEMENT (P.S.M.E.) PROVISIONS FOR CITYVIEW SUBDIVISION I.P.A.

A STORMWATER COLLECTION, CONVEYANCE, AND MANAGEMENT EASEMENT IS HEREBY RESERVED FOR AND GRANTED TO THE CITYVIEW SUBDIVISION HOMEOWNERS ASSOCIATION (I.P.A.) IN UPON, ACROSS, OVER, UNDER, AND THROUGH ALL OF OUTLOT A AND ALL AREAS DESIGNATED AS P.S.M.E. ON THE PLAT OF SUBDIVISION FOR THE PURPOSE OF FULFILLING THE MAINTENANCE OBLIGATIONS OF THE I.P.A. AS SET FORTH BY THE OTHER SUBDIVISION I.P.A. STORMWATER MANAGEMENT SYSTEM MONITORING, MAINTENANCE, AND REPORTING PROGRAM RECORDED AS PART OF THE CONDUITS, CONDITIONS, AND RESTRICTIONS AGREEMENT CONTAINED WITHIN SAID FINAL PLAT OF SUBDIVISION. SAID P.S.M.E. WILL BE CONSIDERED WITH ANY EASEMENT GRANTED TO THE CITY OF ST. CHARLES.

PREPARED BY:



CEMCON, Ltd.

Consulting Engineers, Land Surveyors & Planners
2280 White Oak Circle, Suite 100 Aurora, Illinois
630.862.2100 FAX: 630.862.2199
E-Mail: codd@cemcon.com Website: www.cemcon.com

DISC NO: 504015 FILE NAME: 1ST RESUB
DRAWN BY: SMR/D00 FLD: BK / / NO. NO: D83/57-60
COMPLETION DATE: 11-01-2023 JOB NO: 504.015-411
PROJECT REFERENCE: 826.005
REVISED: 11-15-23 ADDED OWNER & NOTARY CERT.
REVISED: 2-22-24/SMR PER CITY REVIEW 12-21-23
REVISED: 4-9-24/SMR REVISE S.S.D.E. PROVISIONS
REVISED: 4-26-24/PER CITY REVIEW 4-25-24

**City of St. Charles
Kane and DuPage Counties**

ACCEPTANCE RESOLUTION

Subdivision Name: Tiger Drylac – 3945 Swenson Ave

Whereas Tiger Drylac USA, Inc, the Developer of Tiger Drylac – 3945 Swenson Ave, constructed public watermain and appurtenances in easements as described in the attached exhibits in the aforesaid Subdivision; and

Whereas, the Developer has constructed public watermain and appurtenances in accord with the plans and specifications, heretofore approved by the City of St. Charles; and

Whereas, the constructed public watermain and appurtenances have been inspected by the Engineer for the sub divider and by a representative for the City of St. Charles and are found to be satisfactory;

Now, Therefore, Be It Resolved by the City Council of St. Charles, that said Council hereby approves and accepts the constructed public watermain and appurtenances. It being understood that this acceptance and/or approval in no way relieves the Developer of his Surety of any obligation for maintenance for a period of one (1) year as provided for in said Contract.

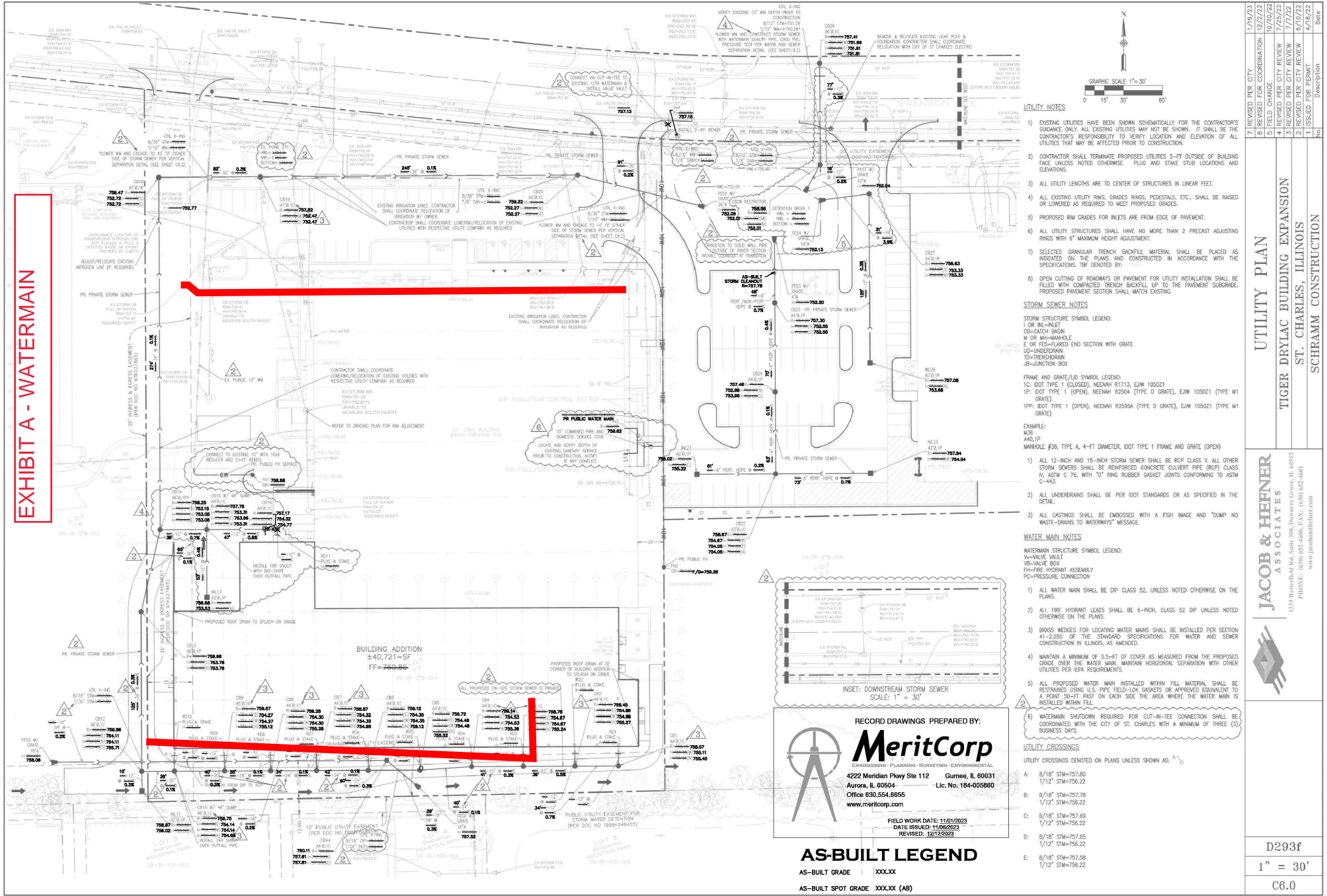
Passed by the City Council of the City of St. Charles, this ____ day of _____, 2024, and APPROVED by the Mayor of said City of St. Charles, this ___ day of _____, 2024.

MAYOR

ATTEST:

CITY CLERK

EXHIBIT A - WATERMAIN



- UTILITY NOTES**
- EXISTING UTILITIES HAVE BEEN SHOWN SCHEMATICALLY FOR THE CONTRACTOR'S GUIDANCE ONLY. ALL EXISTING UTILITIES MAY NOT BE SHOWN. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO VERIFY LOCATION AND ELEVATION OF ALL UTILITIES THAT MAY BE AFFECTED PRIOR TO CONSTRUCTION.
 - CONTRACTOR SHALL TERMINATE PROPOSED UTILITIES 5'-FT OUTSIDE OF BUILDING FACE UNLESS NOTED OTHERWISE. PLUG AND STAKE STUB LOCATIONS AND ELEVATIONS.
 - ALL UTILITY LENGTHS ARE TO CENTER OF STRUCTURES IN LINEAR FEET.
 - ALL EXISTING UTILITY RIMS, GRADES, RINGS, POSTCASTS, ETC., SHALL BE RAISED OR LOWERED AS REQUIRED TO MEET PROPOSED GRADES.
 - PROPOSED RIM GRADES FOR INLETS ARE FROM EDGE OF PAVEMENT.
 - ALL UTILITY STRUCTURES SHALL HAVE NO MORE THAN 2 PRECAST ADJUSTING RINGS WITH 6" MAXIMUM HEIGHT ADJUSTMENT.
 - SELECTED GRANULAR TRENCH BACKFILL MATERIAL SHALL BE PLACED AS INDICATED ON THE PLANS AND CONSTRUCTED IN ACCORDANCE WITH THE SPECIFICATIONS. TFB DENOTED BY:
 - OPEN CUTTING OF ROADWAYS OR PAVEMENT FOR UTILITY INSTALLATION SHALL BE FILLED WITH COMPACTED TRENCH BACKFILL UP TO THE PAVEMENT SUBGRADE. PROPOSED PAVEMENT SECTION SHALL MATCH EXISTING.

- STORM SEWER NOTES**
- STORM STRUCTURE SYMBOL LEGEND:
 I OR IN-INLET
 CS-CATCH BASIN
 M OR MH-MANHOLE
 LCH-LANDSCAPING
 TB-TRENCH/RAIN
 JB-JUNCTION BOX
- FRAME AND GRATE/LID SYMBOL LEGEND:
 IC: DOT TYPE 1 (CLOSED), NEENAH R1713, EAW 105021
 IP: DOT TYPE 1 (OPEN), NEENAH R2504 (TYPE D GRATE), EAW 105021 (TYPE M1 GRATE)
 IPR: DOT TYPE 1 (OPEN), NEENAH R2559A (TYPE D GRATE), EAW 105021 (TYPE M1 GRATE)
- EXAMPLE:
 M36
 M40-IP
 MANHOLE #36, TYPE A, 4-FT DIAMETER, IDOT TYPE 1 FRAME AND GRATE (OPEN)

- ALL 12-INCH AND 15-INCH STORM SEWER SHALL BE RCP CLASS V. ALL OTHER STORM SEWERS SHALL BE REINFORCED CONCRETE CULVERT PIPE (RCP) CLASS IV, ASTM C 76, WITH "O" RING RUBBER GASKET JOINTS CONFORMING TO ASTM C-443.
- ALL UNDERDRAINS SHALL BE PER IDOT STANDARDS OR AS SPECIFIED IN THE DETAIL.
- ALL CASTINGS SHALL BE EMBOSSED WITH A FISH IMAGE AND "DUMP NO WASTE-DRAINS TO WATERWAYS" MESSAGE.

- WATER MAIN NOTES**
- WATERMAIN STRUCTURE SYMBOL LEGEND:
 V=VALVE VAULT
 VB=VALVE BOX
 FH=FIREFIGHTER ASSEMBLY
 PC=PRESSURE CONNECTION
- ALL WATER MAIN SHALL BE DIP CLASS 52, UNLESS NOTED OTHERWISE ON THE PLANS.
 - ALL FIRE HYDRANT LEADS SHALL BE 6-INCH, CLASS 52 DIP UNLESS NOTED OTHERWISE ON THE PLANS.
 - BROSS WEDGES FOR LOCKING WATER MAINS SHALL BE INSTALLED PER SECTION 41-2.290 OF THE STANDARD SPECIFICATIONS FOR WATER AND SEWER CONSTRUCTION IN ILLINOIS, AS AMENDED.
 - MAINTAIN A MINIMUM OF 5.5'-FT OF COVER AS MEASURED FROM THE PROPOSED GRADE OVER THE WATER MAIN. MAINTAIN HORIZONTAL SEPARATION WITH OTHER UTILITIES PER IAPA REQUIREMENTS.
 - ALL PROPOSED WATER MAIN INSTALLED WITHIN FILL MATERIAL SHALL BE RESTRAINED USING U.S. PIPE FIELD-LOCK GASKETS OR APPROVED EQUIVALENT TO A POINT 50'-FT PAST ON EACH SIDE THE AREA WHERE THE WATER MAIN IS INSTALLED WITHIN FILL.
 - WATERMAIN SHUTDOWN REQUIRED FOR CUT-IN-TEE CONNECTION SHALL BE COORDINATED WITH THE CITY OF ST. CHARLES WITH A MINIMUM OF THREE (3) BUSINESS DAYS.

- UTILITY CROSSINGS**
- UTILITY CROSSINGS DENOTED ON PLANS UNLESS SHOWN AS:
- A: 8/18" STM=757.80
7/12" STM=756.22
 - B: 8/18" STM=757.78
7/12" STM=756.22
 - C: 8/18" STM=757.69
7/12" STM=756.22
 - D: 8/18" STM=757.65
7/12" STM=756.22
 - E: 8/18" STM=757.58
7/12" STM=756.22

RECORD DRAWINGS PREPARED BY:

MeritCorp

CONSULTING PLANNING - SURVEYING - ENVIRONMENTAL
 4222 Meridian Pkwy Ste 112 Gurnee, IL 60031
 Aurora, IL 60504 Lic. No. 184-005660
 Office 830.554.8655
 www.meritcorp.com

FIELD WORK DATE: 11/01/2023
 DATE ISSUED: 11/06/2023
 REVISED: 12/12/2023

AS-BUILT LEGEND

AS-BUILT GRADE XXXXX
 AS-BUILT SPOT GRADE XXXXX (AB)

7	REVISED PER CITY	1/19/23
6	REVISED FOR COORDINATION	12/7/22
5	FIELD CHANGE	10/7/22
4	REVISED PER CITY REVIEW	7/25/22
3	REVISED PER CITY REVIEW	6/7/22
2	REVISED PER CITY REVIEW	4/7/22
1	ISSUED FOR PERMITS	4/18/22
No.	Description	Date

UTILITY PLAN

TIGER DRYLAC BUILDING EXPANSION

ST. CHARLES, ILLINOIS

SCHRAMM CONSTRUCTION

JACOB & HEFNER ASSOCIATES

1333 Butterfield Rd, Suite 300, Downers Grove, IL 60515
 PHONE: (630) 652-6008, FAX: (630) 652-6001
 www.jacobandhefner.com

D293f
 1" = 30'
 C6.0

City of St. Charles, IL
Ordinance No. 2024-Z-___

**An Ordinance Granting Approval of a Plat of Easement for 3795 E. Main St.
(Chick-Fil-A)**

WHEREAS, a Plat of Easement was submitted to the City of St. Charles (“City”) for 3795 E. Main St. (Chick-Fil-A); and,

WHEREAS, the Planning and Development Committee of the City Council recommended approval of the Plat of Easement on May 14, 2024; and,

WHEREAS, the City Council of the City of St. Charles received the recommendation of the Planning and Development Committee of the City Council and has considered the same.

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

1. That passage of this Ordinance shall constitute approval of the following document, incorporated herein as Exhibit “A”, such that the following document is hereby approved, reduced copies of which are attached hereto, subject to satisfactory resolution of all outstanding staff review comments and compliance with such conditions, corrections, and modifications as may be required by the Director of Community Development and the Director of Public Works to comply with the requirements of the St. Charles Municipal Code:

- Plat of Easement, 3795 E. Main St.; HR Green; dated 3/25/2024

2. That after the adoption and approval hereof the Ordinance shall (i) be printed or published in book or pamphlet form, published by the authority of the Council, or (ii) within thirty (30) days after the adoption and approval hereof, be published in a newspaper published in and with a general circulation within the City of St. Charles.

PRESENTED to the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois this 20th day of May 2024.

PASSED by the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois this 20th day of May 2024.

APPROVED by the Mayor of the City of St. Charles, Kane and DuPage Counties, Illinois this 20th day of May 2024.

Lora A. Vitek, Mayor

Attest:

Nancy Garrison, City Clerk

Vote:

Ayes:

Nays:

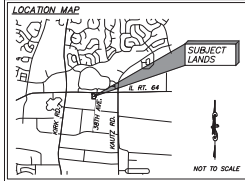
Absent:

Abstain:

Date: _____

EXHIBIT "A"

PLAT OF EASEMENT



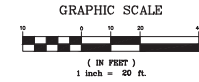
THIS PLAT PRESENTED BY/RETURN TO:
 NAME: _____
 ADDRESS: _____

PLAT OF EASEMENT

MAIN STREET (IL ROUTE 64)
 160' PUBLIC R.O.W.

FRONTAGE ROAD
 SOUTHERLY 50' OF 160' PUBLIC R.O.W.

PIN: 09-25-402-001



OWNER'S CERTIFICATE
 STATE OF _____) S.S.
 COUNTY OF _____)
 I, _____, the undersigned is the owner of the land described in the annexed plat, and that he has caused the same to be surveyed and subdivided as indicated thereon, for the uses and purposes therein set forth, and does hereby acknowledge and adopt the same under the title and title thereon indicated.
 DATED THIS _____ DAY OF _____, 20____

BY: _____
 TITLE: _____

NOTARY CERTIFICATE
 STATE OF _____) S.S.
 COUNTY OF _____)
 I, _____, a Notary Public in and for said County, in the State aforesaid, do hereby certify that _____ and _____ personally known to me to be the same person(s) whose name(s) are subscribed to the foregoing instrument as such owners, appeared before me this day in person and acknowledged that they signed and delivered the annexed plat as their own free and voluntary act for the uses and purposes therein set forth.
 GIVEN UNDER MY HAND AND NOTARIAL SEAL THIS _____ DAY OF _____, 20____

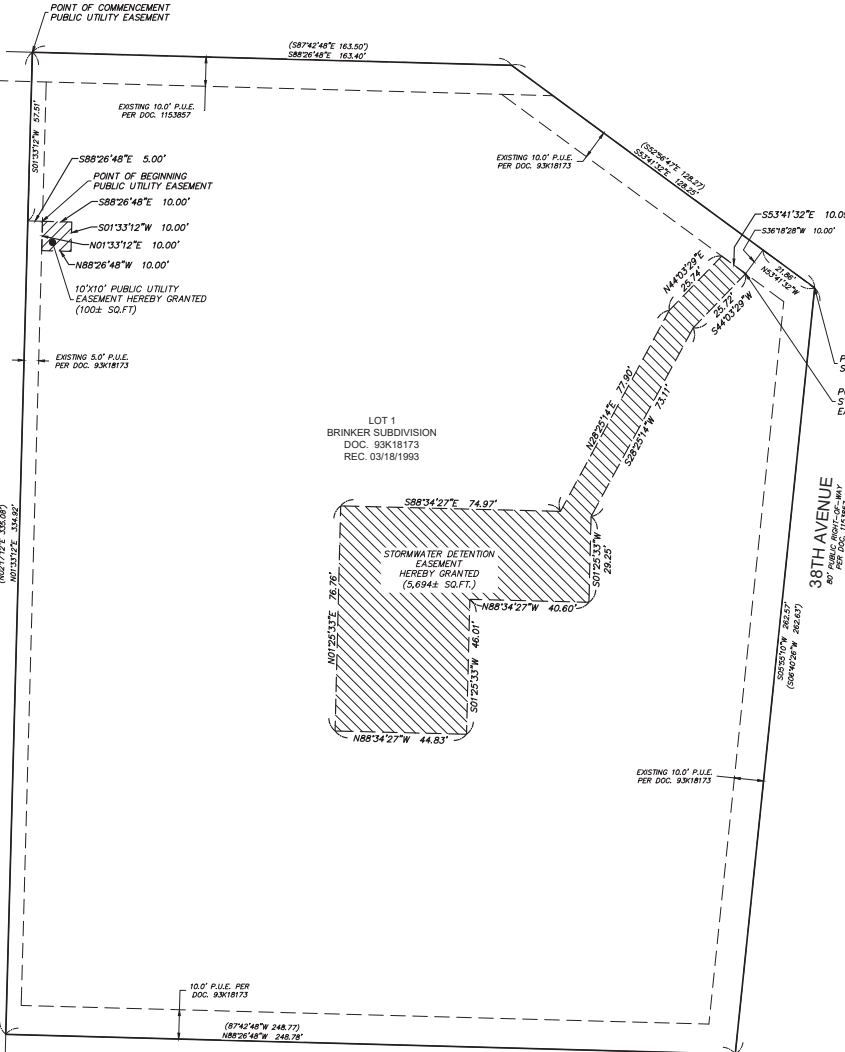
COUNTY CLERK CERTIFICATE
 STATE OF ILLINOIS) S.S.
 COUNTY OF KANE)
 I, _____, County Clerk of Kane County, Illinois, do hereby certify that there are no delinquent general taxes, no unpaid foreclosed taxes and no redeemable tax sales against any of the land included in annexed plat.
 I further certify that I have received all statutory fees in connection with the annexed plat.
 GIVEN UNDER MY HAND AND SEAL AT GENEVA, ILLINOIS, ILLINOIS, THIS _____ DAY OF _____, A.D., 200____

CITY COUNCIL CERTIFICATE
 STATE OF ILLINOIS) S.S.
 CITY OF ST. CHARLES)
 APPROVED AND ACCEPTED THIS _____ DAY OF _____, 20____
 BY: _____
 MAYOR
 ATTEST: _____
 CITY CLERK

BOUNDARY NOTE
 BOUNDARY LINES SHOWN HEREON BASED UPON THE ALTA/NSPS LAND TITLE SURVEY PREPARED BY HR GREEN, DATED MARCH 18, 2023.

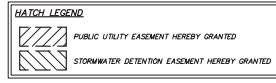
NOTES
 * This map was created for use as Plat of Easement.
 * This map is not to be used for any construction or staking purposes without consent from a prior agent of HR Green, Inc.
 * This is not a deed. No assurances or representations as to ownership, title, or possession can be conveyed from this document.
 * No underground improvements have been located unless shown and noted.
 * No distance should be assumed by scaling.
 * This map is void without seal and signature of notary.

3/27/2024 3:16:41 PM
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PUBLIC UTILITY EASEMENT DESCRIPTION
 AN EASEMENT OVER PART OF LOT 1 IN BRINKER SUBDIVISION, BEING A RESUBDIVISION OF PART OF LOT 3 IN UNIT NO. 1 - THE ST. CHARLES ILLINOIS INDUSTRIAL DEVELOPMENT OF THE CENTRAL MANUFACTURING DISTRICT AND BEING PART OF THE WEST 1/2 OF THE SOUTHEAST 1/4 OF SECTION 25, TOWNSHIP 40 NORTH, RANGE 6 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED MARCH 18, 1993 AS DOCUMENT NO. 93K18173 IN KANE COUNTY, ILLINOIS DESCRIBED AS FOLLOWS:
 COMMENCING AT THE NORTHWEST CORNER OF SAID LOT 1, THENCE SOUTH 01 DEGREE 33 MINUTES 12 SECONDS WEST, ALONG THE WESTERLY LINE OF SAID LOT 1, 87.91 FEET; THENCE SOUTH 88 DEGREES 26 MINUTES 48 SECONDS EAST, PERPENDICULAR TO SAID WESTERLY LINE, 500 FEET TO THE EASTERLY LINE OF AN EXISTING 5 FOOT WIDE PUBLIC UTILITY EASEMENT, PER SAID DOCUMENT 93K18173 FOR A POINT OF BEGINNING; THENCE CONTINUING SOUTH 88 DEGREES 26 MINUTES 48 SECONDS EAST, 1500 FEET; THENCE SOUTH TO BEYOND 33 MINUTES 30 SECONDS WEST, PARALLEL WITH SAID WESTERLY LINE, 1000 FEET; THENCE NORTH 88 DEGREES 26 MINUTES 48 SECONDS WEST PERPENDICULAR TO SAID WESTERLY LINE, 10.00 FEET TO THE EASTERLY LINE OF SAID EXISTING EASEMENT; THENCE NORTH 01 DEGREE 33 MINUTES 12 SECONDS EAST, ALONG SAID EASTERLY LINE, 10.00 FEET TO SAID POINT OF BEGINNING.

STORMWATER DETENTION EASEMENT DESCRIPTION
 AN EASEMENT OVER PART OF LOT 1 IN BRINKER SUBDIVISION, BEING A RESUBDIVISION OF PART OF LOT 3 IN UNIT NO. 1 - THE ST. CHARLES ILLINOIS INDUSTRIAL DEVELOPMENT OF THE CENTRAL MANUFACTURING DISTRICT AND BEING PART OF THE WEST 1/2 OF THE SOUTHEAST 1/4 OF SECTION 25, TOWNSHIP 40 NORTH, RANGE 6 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED MARCH 18, 1993 AS DOCUMENT NO. 93K18173, IN KANE COUNTY, ILLINOIS DESCRIBED AS FOLLOWS:
 COMMENCING AT THE EASTERLY MOST NORTHEAST CORNER OF SAID LOT 1, THENCE NORTH 53 DEGREES 41 MINUTES 32 SECONDS WEST, ALONG THE NORTHEASTERLY LINE OF SAID LOT 1, 21.98 FEET; THENCE SOUTH 44 DEGREES 18 MINUTES 28 SECONDS WEST, PERPENDICULAR TO SAID NORTHEASTERLY LINE, 21.00 FEET TO THE SOUTHWESTERLY LINE OF AN EXISTING PUBLIC UTILITY EASEMENT, PER SAID DOCUMENT 93K18173 FOR A POINT OF BEGINNING; THENCE SOUTH 44 DEGREES 03 MINUTES 29 SECONDS WEST, 26.72 FEET; THENCE SOUTH 28 DEGREES 29 MINUTES 14 SECONDS WEST, 21.11 FEET; THENCE SOUTH 01 DEGREE 25 MINUTES 33 SECONDS WEST, 29.25 FEET; THENCE NORTH 88 DEGREES 34 MINUTES 27 SECONDS WEST, 40.60 FEET; THENCE SOUTH 01 DEGREE 25 MINUTES 33 SECONDS WEST, 46.01 FEET; THENCE NORTH 88 DEGREES 34 MINUTES 27 SECONDS WEST, 44.83 FEET; THENCE NORTH 01 DEGREE 25 MINUTES 33 SECONDS EAST, 76.76 FEET; THENCE NORTH 88 DEGREES 34 MINUTES 27 SECONDS EAST, 74.97 FEET; THENCE NORTH 28 DEGREES 29 MINUTES 14 SECONDS EAST, 77.90 FEET; THENCE NORTH 44 DEGREES 03 MINUTES 29 SECONDS EAST, 28.74 FEET TO THE SOUTHWESTERLY LINE OF SAID EXISTING PUBLIC UTILITY EASEMENT; THENCE SOUTH 53 DEGREES 41 MINUTES 32 SECONDS EAST, 10.00 FEET TO SAID POINT OF BEGINNING.



PUBLIC UTILITY EASEMENT PROVISIONS
 A PERMANENT NON-EXCLUSIVE EASEMENT IS HEREBY GRANTED TO THE CITY OF ST. CHARLES AND TO ALL PUBLIC UTILITY COMPANIES OF ANY KIND OPERATING UNDER FRANCHISE GRANTING THEM EASEMENT RIGHTS FROM SAID CITY OF ST. CHARLES, INCLUDING BUT NOT LIMITED TO, AMERICAN AND NEXTER AND ASSOCIATED THEREIN, AND ANY OTHER UTILITIES COLLECTIVELY REFERRED TO AS "GRANTEES", IN, UPON, ACROSS, OVER, UNDER, AND THROUGH THE AREAS SHOWN BY DASHED LINES AND LABELED "PUBLIC UTILITY EASEMENT" ON THE PLAT OF EASEMENT HEREOF DRAWN FOR THE PURPOSE OF INSTALLING, CONSTRUCTING, INSPECTING, OPERATING, REPLACING, REPAIRING, ALTERING, ENLARGING, REMOVING, REPAIRING, CLEANING, AND MAINTAINING ABOVE GROUND AND UNDERGROUND ELECTRICAL SYSTEMS, CABLE TELEVISION, COMMUNICATION, GAS, TELEPHONE OR OTHER UTILITY LINES OR APPURTENANCES, SANITARY AND STORM SEWERS, DRAINAGE WAYS, STORM WATER DETENTION AND RETENTION, WATER MAINS AND ANY AND ALL MANHOLES, HYDRANTS, PIPES, CONNECTIONS, CATCH BASINS, BUFFALO BOXES AND WITHOUT LIMITATION, SUCH OTHER INSTALLATIONS AS MAY BE REQUIRED TO FURNISH PUBLIC UTILITY SERVICE TO ADJACENT AREAS TOGETHER WITH THE RIGHT OF ACCESS ACROSS THE REAL ESTATE PLATED HEREON FOR THE NECESSARY PERSONNEL AND EQUIPMENT TO MAKE ANY OR ALL OF THE ABOVE WORK. THE RIGHT IS ALSO HEREBY GRANTED TO SAID GRANTEES TO CUT DOWN, TRIM, OR REMOVE ANY TREES, SHRUBS, OR OTHER PLANTS THAT INTERFERE WITH THE OPERATION OF OR ACCESS TO SAID UTILITY INSTALLATIONS, WITHOUT LIMITATION, IN, ON, UPON OR ACROSS, UNDER, OR THROUGH SAID EASEMENTS, IN THE EVENT UTILITY MAINTENANCE IS PERFORMED WITHIN THE UTILITY EASEMENT, THE CITY OF ST. CHARLES WILL HAVE NO OBLIGATION WITH RESPECT TO SURFACE RESTORATION INCLUDING, BUT NOT LIMITED TO, THE RESTORATION, REPAIR, OR REPLACEMENT OF ANY LANDSCAPING PROVIDED, HOWEVER, THE GRANTEES SHALL BE OBLIGATED FOLLOWING ANY SUCH WORK, TO BACKFILL AND MOUND SO AS TO RETAIN SUITABLE DRAINAGE, REMOVE DEBRIS, AND LEAVE THE AREA IN GENERALLY CLEAN AND WORKMANLIKE CONDITION. NO PERMANENT BUILDINGS OR TREES SHALL BE PLACED ON SAID EASEMENTS, BUT THE EASEMENT AREAS MAY BE USED FOR GARDENS, SHRUBS, LANDSCAPING, PARKING, FENCES, SIDEWALKS, CURBS, AND OTHER PURPOSES THAT DO NOT INTERFERE WITH THE AFORESAID USES AND RIGHTS. WHERE AN EASEMENT IS USED FOR STORM OR SANITARY SEWERS, OTHER UTILITY INSTALLATIONS SHALL BE SUBJECT TO THE PRIOR APPROVAL OF SAID CITY OF ST. CHARLES SO AS NOT TO INTERFERE WITH THE GRAVITY FLOW IN SAID SEWER OR SEWERS. UTILITY INSTALLATIONS, OTHER THAN THOSE MANAGED BY THE CITY OF ST. CHARLES, SHALL BE SUBJECT TO THE APPROVAL OF THE CITY OF ST. CHARLES, AS TO DESIGN AND LOCATION, AND ALL OTHER INSTALLATIONS ARE SUBJECT TO THE ORDINANCES OF THE CITY OF ST. CHARLES.

STORMWATER DETENTION EASEMENT PROVISIONS
 A PERMANENT NON-EXCLUSIVE EASEMENT IS HEREBY GRANTED TO THE CITY OF ST. CHARLES AND TO THEIR SUCCESSORS AND ASSIGNS, IN, UPON, ACROSS, OVER, UNDER, AND THROUGH THE AREAS SHOWN BY DASHED LINES AND LABELED "STORMWATER DETENTION EASEMENT" ON THE PLAT OF EASEMENT HEREOF DRAWN FOR THE PURPOSE OF INSTALLING, CONSTRUCTING, INSPECTING, OPERATING, REPLACING, REPAIRING, ALTERING, ENLARGING, REMOVING, REPAIRING, CLEANING, AND MAINTAINING STORM SEWERS, DRAINAGE WAYS, STORM WATER DETENTION AND RETENTION, CATCH BASINS, AND WITHOUT LIMITATION, SUCH OTHER INSTALLATIONS AS MAY BE REQUIRED TO FURNISH STORMWATER DETENTION, THE RIGHT OF ACCESS ACROSS THE REAL ESTATE PLATED HEREON FOR THE NECESSARY PERSONNEL AND EQUIPMENT TO MAKE ANY OR ALL OF THE ABOVE WORK. NO BUILDING SHALL BE PLACED ON SAID EASEMENT PREMISES WITHOUT PRIOR WRITTEN CONSENT FROM THE CITY OF ST. CHARLES. THE RESPONSIBILITY OF MAINTAINING THE DETENTION AREA EQUIPMENT TO BEING ANY OR ALL OF THE ABOVE WORK, NO BUILDING SHALL BE PLACED ON SAID EASEMENT PREMISES WITHOUT PRIOR WRITTEN CONSENT FROM THE CITY OF ST. CHARLES. THE CITY SHALL HAVE THE RIGHT BUT NOT THE OBLIGATION TO RESTORE ANY DETENTION VOLUME LOST THROUGH UNAUTHORIZED ACTIVITIES.

SURVEYOR'S CERTIFICATE
 STATE OF ILLINOIS) S.S.
 COUNTY OF KANE)
 I, BERNARD J. BAUER, ILLINOIS PROFESSIONAL LAND SURVEYOR NUMBER 3799, DO HEREBY CERTIFY THAT THE PLAT OF EASEMENT HEREOF DRAWN WAS PREPARED USING PREVIOUS SURVEY INFORMATION AND MAPS, PLATS AND OTHER INSTRUMENTS OF RECORD FOR THE USES AND PURPOSES HEREOF SET FORTH.
 DATED AT AURORA, KANE COUNTY, ILLINOIS, A.D. 2024.

FOR REVIEW
 BERNARD J. BAUER, P.L.S. (bbaue@hrgreen.com)
 ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 3799
 LICENSE EXPIRATION DATE: 11/03/2024

NO.	DATE	BY	REVISION DESCRIPTION

Illinois Professional Design Firm # 04-001522
 2363 Sequoia Drive, Suite 101
 Aurora, Illinois 60606
 t. 630.557.7901 f. 630.503.7046
 www.hrgreen.com



PLAT OF EASEMENT
 OVER PARTS OF
 3795 E MAIN STREET
 CITY OF ST. CHARLES
 KANE COUNTY, ILLINOIS

BAR IS ONE INCH ON OFFICIAL DRAWINGS.
 1" = 10' IF NOT ONE INCH, ADJUST SCALE ACCORDINGLY

DRAWN BY: BJB
 APPROVED: NBB
 JOB DATE: 03/25/2024
 JOB NO.: 2302427

SHEET
 1 OF 1