

**AGENDA
CITY OF ST. CHARLES, IL
GOVERNMENT SERVICES COMMITTEE MEETING
DAN STELLATO, CHAIRMAN**

**MONDAY, JULY 23, 2012, 7:00 P.M
CITY COUNCIL CHAMBERS
2 E. MAIN STREET, ST. CHARLES, IL 60174**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. ADMINISTRATIVE**
 - a. Electric Reliability Report – Information only
 - b. EAB Control Efforts – Information only
- 4. PUBLIC WORKS DEPARTMENT**
 - a. Recommendation to approve contract for sanitary sewer service to resident at 36W171 Indian Mound Road.
 - b. Recommendation to extend Lease Agreement with BMO Harris Bank (Parking Lot B).
 - c. Recommendation to approve request for fence along IL Rt. 25 (Woods of Fox Glen Subdivision).
 - d. ComEd Reliability and Maintenance Issues – Information only.
 - e. Recommendation to approve a Budget Addition for New Business Job at 1510 E. Main Street (Old Baker’s Square).
 - f. Recommendation to approve Contractual Services for Storm Sewer Catch Basin Cleaning Services.
 - g. Recommendation to approve a budget addition for Tree Watering and Unexpected Weather Related Work.

5. POLICE DEPARTMENT

- a.** Recommendation to deny the request for a four-way stop at the intersection of 7th Street and State Street – requested updates.
- b.** Recommendation to approve Street and Parking Lot Closures for the 2012 Scarecrow Festival
- c.** Recommendation to approve IDOT Resolutions for the closure of 2nd Street (Route 31) at Illinois Street for two high school Homecoming parades.
- d.** Recommendation to approve Street Closing for Baker Memorial Annual Picnic.

6. CITY ADMINISTRATOR'S OFFICE

- a.** Recommend that the City Council approve a Resolution Authorizing the City Administrator to Execute the Agreement for Services and License Agreement By and Between the City of St. Charles and Downtown St. Charles Partnership.

7. ADDITIONAL BUSINESS

8. EXECUTIVE SESSION

- **Land Acquisition**

9. ADJOURNMENT



ST. CHARLES
S I N C E 1 8 3 4

AGENDA ITEM EXECUTIVE SUMMARY

Title: Electric Reliability Report – Information only

Presenter: Tom Bruhl

Please check appropriate box:

<input checked="" type="checkbox"/>	Government Operations	<input checked="" type="checkbox"/>	Government Services 07.23.12
<input type="checkbox"/>	Planning & Development	<input type="checkbox"/>	City Council
<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>	

Estimated Cost: \$ Budgeted: YES NO

If NO, please explain how item will be funded:

Executive Summary:

For your information

Attachments: *(please list)*

June 2012 Outage Report

Recommendation / Suggested Action *(briefly explain):*

For information only

For office use only:

Agenda Item Number: 3.a

City of St. Charles
June 2012 Outages

OUTAGE No.	DATE, TIME OFF, DAY	TIME ON (Min)	AREA AFFECTED	CIRCUIT No.	CAUSE	ACTION	NO. OF CUST.	OUTAGE MINUTES	MAJOR CATEGORY	SUB CATEGORY
1	6/10/12 3:20PM Sunday	30	1330 W. Main St.	214	Service conductor burning in tree.	Power was shut off, conductor was repaired and the power was restored.	12	360	Tree	Small Branch
2	6/10/12 5:51PM Sunday	44	1584 N. 5th Ave.	314	Customer problem with main breaker.	Customer was advised to check & reset all breakers, still no power, problem was in main breaker.	1	44	Others	Customer Equipment
3	6/11/12 10:40AM Monday	40	12 & 18 S. 8th Ave, 713 E. Main St. and 801 E. Main St.	316	Poor connections on transformer pole.	Connections were replaced and power was restored.	4	160	Equipment	Connector
4	6/15/12 8:40PM Friday	0	Along Dunham Rd. from Fairfax to Main St. at Foxfield E. of Kirk Rd.	733/734	Momentary outage caused by primary cable fault.	Automatic recloser operation.	990	0	Equipment	Cable
4	6/15/12 8:40PM Friday	80	600 Dunham Rd.	733	Primary cable fault.	Fault cable was isolated and power was restored.	1	80	Equipment	Cable
4	6/15/12 8:40PM Friday	140	2560 Foxfield Dr.	733	Primary cable fault.	Fault cable was isolated and power was restored.	1	140	Equipment	Cable
5	6/21/2012 7:00AM Thursday	60	501 State St.	315	Service cable damaged by contractor HI-hoe.	Service was repaired and re-energized.	1	60	Others	Vehicle
6	6/22/12 8:30AM Friday	5	1119 Ash St.	331	Blown fuse in customer panel.	Customer replaced fuse.	1	5	Others	Customer Equipment
7	6/24/12 9:32PM Sunday	33	Sub 3 and Sub 6. Central and south west quadrants of the City.	L13150	Lose of Edison line 13150. Broken pole inside West Chicago substation.	13150 was isolated from Edison, load was picked up on 13154 through 30013 + 30016.	2750	90,750	ComEd	L13150
8	6/26/12 4:30AM Tuesday	90	4th & 5th Place at Moore Ave.	311	Bad transformer connections.	Transformer was updated with new Ampact connections.	10	900	Equipment	Connector
9	6/27/12 9:30AM Wednesday	90	Milburn Ct./5th to 12th St.	626	Scheduled outage.	Replaced underground transformer.	9	810	Equipment	Transformer
10	6/28/12 8:30AM Thursday	40	712 S. 7th St. Units A & B	624	Bad connections at weatherhead. Aluminum & copper wires in split bolt connectors.	Old connectors were cut out & replaced with sleeve connectors.	2	80	Equipment	Connector
11	6/28/12 9:30AM Thursday	90	Horne St./Milburn St.	626	Leaking old transformer	Old 37 1/2 XFMR was removed & installed with 50 KVA XFMR 7200/120/140V.	10	900	Scheduled	SCMEU
12	6/29/12 9:30AM Friday	80	5th, 7th Ct./5th , 7th St.	624	Transformer was leaking oil.	Replaced with 50KVA 120/240V XFMR.	6	480	Scheduled	SCMEU
13	6/29/12 10:55AM Friday	0	State St. from 9th to 7th	226	Momentary recloser operation during heavy rain.	Automatic recloser operation.	30	0	Weather	Wind
14	6/29/12 10:56AM Friday	0	Odd addresses on 3rd St., even addresses on 4th St., S. of Horne	624	Momentary caused by tree branch.	Automatic recloser operation.	773	0	Tree	Large branch

City of St. Charles
June 2012 Outages

OUTAGE No.	DATE, TIME OFF, DAY	TIME ON (Min)	AREA AFFECTED	CIRCUIT No.	CAUSE	ACTION	NO. OF CUST.	OUTAGE MINUTES	MAJOR CATEGORY	SUB CATEGORY
14	6/29/12 10:56AM Friday	129	Area bounded by Prairie, 14th St., Grey St. & 2nd St.	624	Tree branch took down primary line.	Line was isolated and wire was repaired.	52	6,708	Tree	Large branch
15	6/29/12 10:59AM Friday	0	SE Quadrant	L11167	ComEd momentary during heavy storm. Under investigation.	ComEd automatic reclose.	591	0	ComEd	L11167
13	6/29/12 6:22PM Friday	0	Area bounded by Kirk Road, Production Drive, 7th Ave, and Division	515	Momentary outage caused by primary cable fault.	Automatic recloser operation.	864	0	Equipment	Cable
13	6/29/12 6:22PM Friday	88	Jewel, Rita, Jobe, S. Tyler	515	Cable fault.	Fault cable was isolated and power was restored.	60	5,280	Equipment	Cable
						Total of Interrupted Minutes		106,757		
						Total SAIDI	6,921			
						Total of ComEd Interrupted Minutes		90,750		
						Total SAIDI without ComEd	1,038			
						*System Average Interruption Duration Index (SAIDI)				



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title: EAB Control Efforts – Information Only

Presenter: Peter Suhr

Please check appropriate box:

<input checked="" type="checkbox"/>	Government Operations	X	Government Services 07.23.2012
<input type="checkbox"/>	Planning & Development		City Council
<input type="checkbox"/>	Public Hearing		

Estimated Cost: _____ Budgeted: YES NO

If NO, please explain how item will be funded:

Executive Summary:

Monthly update on EAB activities for July 2012. This update provides detailed information about the EAB infestation including; any ash tree Confirmed with EAB in June 2012 and ash trees Proposed to be removed in the upcoming month.

Attachments: *(please list)*

Summary Sheet

Recommendation / Suggested Action *(briefly explain):*

For Information Only

For office use only: Agenda Item Number: 3.b

Emerald Ash Borer Monthly Summary Sheet

July 2012

The Emerald Ash Borer Monthly Summary Sheet is prepared each month by the Public Services Staff for each Government Services Meeting. This summary documents the Spread of EAB (Confirmed Trees), Control Measures (Removed & Treated Trees) and Planting Efforts (New Trees). Unless noted otherwise, all data listed below reflects One (1) month starting on the 1st and ending on the last day of each month. EAB Maps and an address list of Proposed Removals will be attached to this report.

Confirmed Trees

- 000 Ash Trees were confirmed with EAB in June 2012 including:
 1. 0 in the NW Quadrant
 2. 0 in the SW Quadrant
 3. 0 in the SE Quadrant
 4. 0 in the NE Quadrant
 5. 0 in the Far West

Proposed Tree Removals

- We are proposing to remove 239 Ash Trees this upcoming month including:
 1. 21 in the NW Quadrant
 2. 16 in the SW Quadrant
 3. 85 in the NE Quadrant
 4. 50 in the SE Quadrant
 5. 67 in the Far West

Treating & Planting Notes

None

Additional Comments

None

Summary Report

EAB Proposed Removals July 23, 2012

Quad	Address	Suff	Street	Side	Site	Condition	Maintenance	DBH	Species
NE	1130	X	Keim Tr	Front	2	EAB	Proposed Removal	9	Ash Cimmarron
NE	1130	X	Keim Tr	Front	3	EAB	Proposed Removal	9	Ash Cimmarron
NE	1130	X	Keim Tr	Front	4	EAB	Proposed Removal	9	Ash Cimmarron
NE	1199	X	Keim Tr	Front	1	EAB	Proposed Removal	8	Ash Cimmarron
NE	1199	X	Keim Tr	Front	2	EAB	Proposed Removal	7	Ash Cimmarron
NE	1199	X	Keim Tr	Front	3	EAB	Proposed Removal	10	Ash Cimmarron
NE	1199	X	Keim Tr	Front	4	EAB	Proposed Removal	9	Ash Cimmarron
NE	1210		Thoroughbred Cir	Front	2	EAB	Proposed Removal	11	Ash Cimmarron
NE	1221		Thoroughbred Cir	Side	1	EAB	Proposed Removal	7	Ash Cimmarron
NE	1221		Thoroughbred Cir	Side	2	EAB	Proposed Removal	7	Ash Cimmarron
NE	1221		Thoroughbred Cir	Side	3	EAB	Proposed Removal	7	Ash Cimmarron
NE	1302		Keim Tr	Front	2	EAB	Proposed Removal	8	Ash Cimmarron
NE	1309		Fox Chase Blvd	Front	3	EAB	Proposed Removal	4	Ash Cimmarron
NE	1314		Keim Tr	Front	1	EAB	Proposed Removal	9	Ash Cimmarron
NE	1314		Keim Tr	Front	2	EAB	Proposed Removal	9	Ash Cimmarron
NE	1499	X	Keim Tr	Front	1	EAB	Proposed Removal	9	Ash Cimmarron
NE	1499	X	Keim Tr	Front	2	EAB	Proposed Removal	9	Ash Cimmarron
NE	1499	X	Keim Tr	Front	3	EAB	Proposed Removal	10	Ash Cimmarron
NE	1499	X	Keim Tr	Front	4	EAB	Proposed Removal	10	Ash Cimmarron
NE	1500		Forest Ridge Rd	Front	2	EAB	Proposed Removal	11	Ash Cimmarron
NE	1500		Forest Ridge Rd	Side	2	EAB	Proposed Removal	12	Ash Cimmarron
NE	1512		Triple Crown Ct	Front	1	EAB	Proposed Removal	12	Ash Cimmarron
NE	1517		Fox Chase Blvd	Front	1	EAB	Proposed Removal	5	Ash Cimmarron
NE	1518		Triple Crown Ct	Front	2	EAB	Proposed Removal	11	Ash Cimmarron
NE	1518		Triple Crown Ct	Side	2	EAB	Proposed Removal	10	Ash Cimmarron
NE	1518		Triple Crown Ct	Side	3	EAB	Proposed Removal	10	Ash Cimmarron
NE	1518		Triple Crown Ct	Side	4	EAB	Proposed Removal	11	Ash Cimmarron
NE	1615		Forest Ridge Rd	Front	1	EAB	Proposed Removal	10	Ash Cimmarron
NE	1640		Huntington Rd	Front	2	EAB	Proposed Removal	10	Ash Cimmarron
NE	1700		Forest Ridge Rd	Front	1	EAB	Proposed Removal	10	Ash Cimmarron
NE	1855		Forest Ridge Rd	Front	1	EAB	Proposed Removal	9	Ash Cimmarron
NE	1855		Forest Ridge Rd	Side	2	EAB	Proposed Removal	9	Ash Cimmarron
NE	1908		Bluegrass Ct	Front	2	EAB	Proposed Removal	16	Ash Cimmarron

Summary Report

EAB Proposed Removals July 23, 2012

Quad	Address	Suf	Street	Side	Site	Condition	Maintenance	DBH	Species
NE	1925		Forest Ridge Rd	Front	1	EAB	Proposed Removal	9	Ash Cimmarron
NE	1925		Forest Ridge Rd	Front	2	EAB	Proposed Removal	11	Ash Cimmarron
NE	2005		Forest Ridge Rd	Front	2	EAB	Proposed Removal	16	Ash Cimmarron
NE	2009		Red Oak Ln	Front	1	EAB	Proposed Removal	15	Ash Cimmarron
NE	2013		Red Oak Ln	Front	1	EAB	Proposed Removal	12	Ash Cimmarron
NE	2106		Bridle Ct	Front	2	EAB	Proposed Removal	10	Ash Cimmarron
NE	2501		Royal St Georges Ct	Front	1	EAB	Proposed Removal	18	Ash Cimmarron
NE	2504	X	Royal St Georges Ct	Front	2	EAB	Proposed Removal	16	Ash Cimmarron
NE	2504	X	Royal St Georges Ct	Front	3	EAB	Proposed Removal	13	Ash Cimmarron
NE	2506		Royal Lytham Dr	Front	1	EAB	Proposed Removal	5	Ash Cimmarron
NE	2506		Royal St Georges Ct	Front	2	EAB	Proposed Removal	12	Ash Cimmarron
NE	2506		Royal St Georges Ct	Front	5	EAB	Proposed Removal	15	Ash Cimmarron
NE	2604		Royal St Georges Ct	Front	1	EAB	Proposed Removal	13	Ash Cimmarron
NE	2604		Royal St Georges Ct	Front	2	EAB	Proposed Removal	17	Ash Cimmarron
NE	2607		Royal St Georges Ct	Front	2	EAB	Proposed Removal	14	Ash Rosehill White
NE	2615		Royal Fox Ct	Side	2	EAB	Proposed Removal	8	Ash Cimmarron
NE	2615		Royal Fox Ct	Side	3	EAB	Proposed Removal	6	Ash Cimmarron
NE	2615		Royal Fox Ct	Side	4	EAB	Proposed Removal	8	Ash Cimmarron
NE	2711		Royal Lytham Dr	Front	1	EAB	Proposed Removal	7	Ash Cimmarron
NE	2711		Royal Lytham Dr	Front	2	EAB	Proposed Removal	10	Ash Cimmarron
NE	2711		Royal Lytham Dr	Front	3	EAB	Proposed Removal	7	Ash Cimmarron
NE	2711		Royal Lytham Dr	Front	4	EAB	Proposed Removal	7	Ash Cimmarron
NE	2711		Royal Lytham Dr	Front	5	EAB	Proposed Removal	6	Ash Cimmarron
SE	725		Lexington Ave	Front	1	EAB	Proposed Removal	16	Ash Cimmarron
SE	730		Lexington Ave	Front	2	EAB	Proposed Removal	30	Ash Cimmarron
SE	740		Lexington Ave	Side	1	EAB	Proposed Removal	15	Ash Cimmarron
SE	740		Lexington Ave	Side	2	EAB	Proposed Removal	16	Ash Cimmarron
SE	745		Lexington Ave	Front	1	EAB	Proposed Removal	14	Ash Cimmarron
SE	745		Lexington Ave	Front	2	EAB	Proposed Removal	15	Ash Cimmarron
SE	800		Lexington Ave	Side	2	EAB	Proposed Removal	15	Ash Cimmarron
SE	800		Lexington Ave	Side	3	EAB	Proposed Removal	15	Ash Cimmarron
SE	805		Lexington Ave	Front	2	EAB	Proposed Removal	17	Ash Cimmarron
SE	822		Liberty Ave	Front	1	EAB	Proposed Removal	17	Ash Cimmarron

Summary Report

EAB Proposed Removals July 23, 2012

Quad	Address	Suff	Street	Side	Site	Condition	Maintenance	DBH	Species
SE	825		Lexington Ave	Side	1	EAB	Proposed Removal	14	Ash Cimmarron
SE	902		Independence Ave	Side	2	EAB	Proposed Removal	24	Ash Cimmarron
SE	915		Lexington Ave	Front	1	EAB	Proposed Removal	21	Ash Cimmarron
SE	915		Lexington Ave	Front	2	EAB	Proposed Removal	15	Ash Cimmarron
SE	935		Independence Ave	Side	1	EAB	Proposed Removal	24	Ash Cimmarron
SE	935		Lexington Ave	Front	2	EAB	Proposed Removal	16	Ash Cimmarron
SE	942		Independence Ave	Front	1	EAB	Proposed Removal	25	Ash Cimmarron
SE	945		Lexington Ave	Front	2	EAB	Proposed Removal	15	Ash Cimmarron
SE	955		Lexington Ave	Front	2	EAB	Proposed Removal	14	Ash Cimmarron
SE	965		Lexington Ave	Front	1	EAB	Proposed Removal	15	Ash Cimmarron
SE	970		Independence Ave	Front	2	EAB	Proposed Removal	12	Ash Cimmarron
SE	980		Independence Ave	Front	1	EAB	Proposed Removal	21	Ash Cimmarron
SE	985		Lexington Ave	Front	2	EAB	Proposed Removal	16	Ash Cimmarron
SE	1511		Williams Ave	Front	1	EAB	Proposed Removal	11	Ash Cimmarron
SE	1512		Williams Ave	Front	1	EAB	Proposed Removal	13	Ash Cimmarron
SE	1512		Williams Ave	Front	2	EAB	Proposed Removal	12	Ash Cimmarron
SE	1513		Williams Ave	Front	1	EAB	Proposed Removal	11	Ash Cimmarron
SE	1532		Andover Ave	Front	1	EAB	Proposed Removal	20	Ash Cimmarron
SE	1532		Andover Ave	Front	2	EAB	Proposed Removal	25	Ash Cimmarron
SE	1552		Independence Ct	Front	1	EAB	Proposed Removal	21	Ash Cimmarron
SE	1553		Andover Ave	Front	2	EAB	Proposed Removal	27	Ash Cimmarron
SE	1561		Independence Ct	Front	1	EAB	Proposed Removal	20	Ash Cimmarron
SE	1561		Independence Ct	Front	2	EAB	Proposed Removal	23	Ash Cimmarron
SE	1563		Andover Ave	Front	1	EAB	Proposed Removal	25	Ash Cimmarron
SE	1563		Independence Ct	Front	1	EAB	Proposed Removal	27	Ash Cimmarron
SE	1582		Andover Ave	Front	1	EAB	Proposed Removal	27	Ash Cimmarron
SE	1582		Andover Ave	Front	2	EAB	Proposed Removal	20	Ash Cimmarron
SE	1583		Andover Ave	Front	1	EAB	Proposed Removal	18	Ash Cimmarron
SE	1607		Larson Ave	Front	1	EAB	Proposed Removal	12	Ash Cimmarron
SE	1609		Larson Ave	Front	1	EAB	Proposed Removal	14	Ash Rosehill White
SE	1612		Rita Ave	Front	1	EAB	Proposed Removal	15	Ash Cimmarron
SE	1712		Larson Ave	Front	1	EAB	Proposed Removal	3	Ash Kankakee Green
SE	1712		Rita Ave	Front	1	EAB	Proposed Removal	13	Ash Cimmarron

Summary Report

EAB Proposed Removals July 23, 2012

Quad	Address	Suff	Street	Side	Site	Condition	Maintenance	DBH	Species
SE	1712		Rita Ave	Front	2	EAB	Proposed Removal	13	Ash Cimmarron
SE	1714		Rita Ave	Front	2	EAB	Proposed Removal	14	Ash Cimmarron
SE	1906		Cambridge Dr	Front	1	EAB	Proposed Removal	13	Ash Rosehill White
SE	1906		Ronzheimer Ave	Front	2	EAB	Proposed Removal	12	Ash Cimmarron
SE	1908		Cambridge Dr	Front	1	EAB	Proposed Removal	16	Ash Cimmarron
SE	1911		Cambridge Dr	Front	1	EAB	Proposed Removal	25	Ash Cimmarron
SE	1914		Cambridge Dr	Front	2	EAB	Proposed Removal	15	Ash Cimmarron
FW	9		St. Germain Pl	Front	1	EAB	Proposed Removal	9	Ash Autumn Purple
FW	9		St. Germain Pl	Side	2	EAB	Proposed Removal	9	Ash Autumn Purple
FW	20		St. Germain Pl	Front	1	EAB	Proposed Removal	3	Ash Rosehill White
FW	21		St. Germain Pl	Front	1	EAB	Proposed Removal	4	Ash Autumn Purple
FW	33		St. Germain Pl	Front	1	EAB	Proposed Removal	4	Ash Autumn Purple
FW	33		St. Germain Pl	Front	2	EAB	Proposed Removal	5	Ash Autumn Purple
FW	50		Renaux Blvd	Front	1	EAB	Proposed Removal	5	Ash Kankakee Green
FW	51		St. Germain Pl	Front	1	EAB	Proposed Removal	5	Ash Cimmarron
FW	51		St. Germain Pl	Front	2	EAB	Proposed Removal	4	Ash Cimmarron
FW	56		St. Germain Pl	Front	1	EAB	Proposed Removal	2	Ash Autumn Purple
FW	62		St. Germain Pl	Front	1	EAB	Proposed Removal	3	Ash Summit Green
FW	70		Renaux Blvd	Side	1	EAB	Proposed Removal	6	Ash Cimmarron
FW	70		Renaux Blvd	Side	2	EAB	Proposed Removal	6	Ash Cimmarron
FW	81		St. Germain Pl	Front	1	EAB	Proposed Removal	5	Ash Cimmarron
FW	81		St. Germain Pl	Front	2	EAB	Proposed Removal	5	Ash Cimmarron
FW	87		Renaux Blvd	Front	2	EAB	Proposed Removal	2	Ash Summit Green
FW	95		Renaux Blvd	Front	1	EAB	Proposed Removal	3	Ash Autumn Applause
FW	108		Red Rose Dr	Side	3	EAB	Proposed Removal	5	Ash Autumn Purple
FW	125		St. Germain Pl	Front	1	EAB	Proposed Removal	4	Ash Cimmarron
FW	125		St. Germain Pl	Front	2	EAB	Proposed Removal	5	Ash Cimmarron
FW	134		St. Germain Pl	Front	2	EAB	Proposed Removal	5	Ash Summit Green
FW	141		St. Germain Pl	Front	1	EAB	Proposed Removal	6	Ash Cimmarron
FW	141		St. Germain Pl	Front	2	EAB	Proposed Removal	3	Ash Cimmarron
FW	149		St. Germain Pl	Front	1	EAB	Proposed Removal	6	Ash Cimmarron
FW	149		St. Germain Pl	Front	2	EAB	Proposed Removal	3	Ash Cimmarron
FW	150		Picasso Dr	Side	1	EAB	Proposed Removal	4	Ash Autumn Purple

Summary Report

EAB Proposed Removals July 23, 2012

Quad	Address	Suf	Street	Side	Site	Condition	Maintenance	DBH	Species
FW	150		St. Germain Pl	Front	1	EAB	Proposed Removal	4	Ash Summit Green
FW	151		Monet Pl	Front	1	EAB	Proposed Removal	2	Ash Rosehill White
FW	151		Monet Pl	Front	2	EAB	Proposed Removal	3	Ash Rosehill White
FW	151		Monet Pl	Front	3	EAB	Proposed Removal	2	Ash Autumn Purple
FW	151		Monet Pl	Side	3	EAB	Proposed Removal	3	Ash Rosehill White
FW	158		St. Germain Pl	Front	1	EAB	Proposed Removal	3	Ash Summit Green
FW	161		Picasso Dr	Front	2	EAB	Proposed Removal	6	Ash Autumn Purple
FW	165		St. Germain Pl	Front	2	EAB	Proposed Removal	3	Ash Summit Green
FW	166		St. Germain Pl	Side	1	EAB	Proposed Removal	3	Ash Cimmarron
FW	166		St. Germain Pl	Side	3	EAB	Proposed Removal	4	Ash Cimmarron
FW	174		Monet Pl	Front	1	EAB	Proposed Removal	3	Ash Autumn Purple
FW	174		Monet Pl	Front	1	EAB	Proposed Removal	3	Ash Autumn Purple
FW	174		Monet Pl	Front	2	EAB	Proposed Removal	3	Ash Autumn Purple
FW	176		Renaux Blvd	Front	1	EAB	Proposed Removal	2	Ash Autumn Purple
FW	3053		Renard Ln	Front	1	EAB	Proposed Removal	6	Ash Kankakee Green
FW	3053		Renard Ln	Front	2	EAB	Proposed Removal	6	Ash Kankakee Green
FW	3062		Renard Ln	Front	1	EAB	Proposed Removal	6	Ash Kankakee Green
FW	3139		Renard Ln	Front	2	EAB	Proposed Removal	3	Ash Cimmarron
FW	3139		Renard Ln	Front	3	EAB	Proposed Removal	3	Ash Cimmarron
FW	3156		Renard Ln	Side	1	EAB	Proposed Removal	4	Ash Cimmarron
FW	3315		Renard Ln	Front	1	EAB	Proposed Removal	3	Ash Cimmarron
FW	3400		Antoine Pl	Front	2	EAB	Proposed Removal	8	Ash Rosehill White
FW	3432		Antoine Pl	Front	2	EAB	Proposed Removal	4	Ash Rosehill White
FW	3501		Deville Ln	Side	3	EAB	Proposed Removal	6	Ash Cimmarron
FW	3509		Antoine Pl	Front	1	EAB	Proposed Removal	3	Ash Autumn Purple
FW	3520		Antoine Pl	Front	1	EAB	Proposed Removal	5	Ash Autumn Purple
FW	3528		Antoine Pl	Front	1	EAB	Proposed Removal	6	Ash Autumn Purple
FW	3531		Voltaire Ln	Front	2	EAB	Proposed Removal	3	Ash Summit Green
FW	3538		Voltaire Ln	Front	1	EAB	Proposed Removal	3	Ash Summit Green
FW	3601		Provence Dr.	Side	2	EAB	Proposed Removal	3	Ash Rosehill White
FW	3610		Provence Dr.	Front	1	EAB	Proposed Removal	3	Ash Summit Green
FW	3614		Provence Dr.	Front	1	EAB	Proposed Removal	3	Ash Cimmarron
FW	3615		Provence Dr.	Front	1	EAB	Proposed Removal	2	Ash Cimmarron
FW	3618		Provence Dr.	Front	1	EAB	Proposed Removal	3	Ash Cimmarron

Summary Report

EAB Proposed Removals July 23, 2012

Quad	Address	Suf	Street	Side	Site	Condition	Maintenance	DBH	Species
FW	3618		Provence Dr.	Front	2	EAB	Proposed Removal	3	Ash Cimmaron
FW	3619		Provence Dr.	Front	1	EAB	Proposed Removal	3	Ash Patmore
FW	3621		Matisse Dr	Side	2	EAB	Proposed Removal	3	Ash Rosehill White
FW	3621		Matisse Dr	Side	3	EAB	Proposed Removal	2	Ash Rosehill White
FW	3722		Deville Ln	Front	1	EAB	Proposed Removal	3	Ash Autumn Purple
FW	3722		Deville Ln	Side	1	EAB	Proposed Removal	2	Ash Autumn Purple
FW	3722		Deville Ln	Side	2	EAB	Proposed Removal	3	Ash Autumn Purple
FW	3722		Deville Ln	Side	3	EAB	Proposed Removal	3	Ash Autumn Purple
Total July Proposed EAB Removals:									
							239		

Summary Report

EAB Proposed Removals July 23, 2012

Quad	Address	Suff	Street	Side	Site	Condition	Maintenance	DBH	Species
NW	501		River Ridge Dr.	Front	1	EAB	Proposed Removal	3	Ash Summit Green
NW	511		N. Meadow View Dr.	Front	4	EAB	Proposed Removal	3	Ash Autumn Purple
NW	521		N. Meadow View Dr.	Front	3	EAB	Proposed Removal	3	Ash Marshall Seedless Green
NW	3810		Tradition Blvd	Front	2	EAB	Proposed Removal	5	Ash Cinnaron
NW	3825		Grandview Ct.	Front	1	EAB	Proposed Removal	5	Ash Patmore
NW	4010		Meadow View Dr.	Front	1	EAB	Proposed Removal	3	Ash Summit Green
NW	4010		Meadow View Dr.	Front	2	EAB	Proposed Removal	3	Ash Summit Green
NW	4030		Meadow View Dr.	Front	1	EAB	Proposed Removal	3	Ash Summit Green
NW	4030		Meadow View Dr.	Front	2	EAB	Proposed Removal	3	Ash Summit Green
NW	4030		River View Dr.	Front	3	EAB	Proposed Removal	3	Ash Summit Green
NW	4055		River Ridge Dr.	Front	2	EAB	Proposed Removal	3	Ash Autumn Purple
NW	4115		Meadow View Dr.	Front	1	EAB	Proposed Removal	3	Ash Autumn Purple
NW	4115		River View Dr.	Front	3	EAB	Proposed Removal	3	Ash Summit Green
NW	4120		River Ridge Dr.	Front	2	EAB	Proposed Removal	3	Ash Autumn Purple
NW	4125		River Ridge Dr.	Front	2	EAB	Proposed Removal	3	Ash Summit Green
NW	4125		River Ridge Dr.	Front	3	EAB	Proposed Removal	3	Ash Summit Green
NW	4136		Meadow View Dr.	Front	1	EAB	Proposed Removal	3	Ash Autumn Purple
NW	4175		River Ridge Dr.	Side	1	EAB	Proposed Removal	3	Ash Marshall Seedless Green
NW	4175		River Ridge Dr.	Side	4	EAB	Proposed Removal	3	Ash Autumn Purple
NW	4215		River View Dr.	Front	4	EAB	Proposed Removal	4	Ash Summit Green
NW	4215		River View Dr.	Front	5	EAB	Proposed Removal	4	Ash Summit Green
SW	113		4th St/S	Front	1	EAB	Proposed Removal	24	Ash Cinnaron
SW	214		Walnut St	Front	1	EAB	Proposed Removal	15	Ash Marshall Seedless Green
SW	405		7th St/S	Front	3	EAB	Proposed Removal	28	Ash Cinnaron
SW	423		7th St/S	Front	1	EAB	Proposed Removal	24	Ash Cinnaron
SW	751		Westfield Dr	Front	2	EAB	Proposed Removal	14	Ash Cinnaron
SW	1036		2nd St/S	Side	2	EAB	Proposed Removal	3	Ash Cinnaron
SW	1036		2nd St/S	Side	3	EAB	Proposed Removal	3	Ash Cinnaron
SW	1104		4th St/S	Front	1	EAB	Proposed Removal	12	Ash Cinnaron
SW	1106		4th St/S	Front	2	EAB	Proposed Removal	24	Ash Cinnaron
SW	1115		2nd St/S	Front	1	EAB	Proposed Removal	13	Ash Cinnaron
SW	1200		2nd St/S	Side	1	EAB	Proposed Removal	14	Ash Cinnaron
SW	1300		4th St/S	Front	1	EAB	Proposed Removal	21	Ash Cinnaron

Summary Report

EAB Proposed Removals July 23, 2012

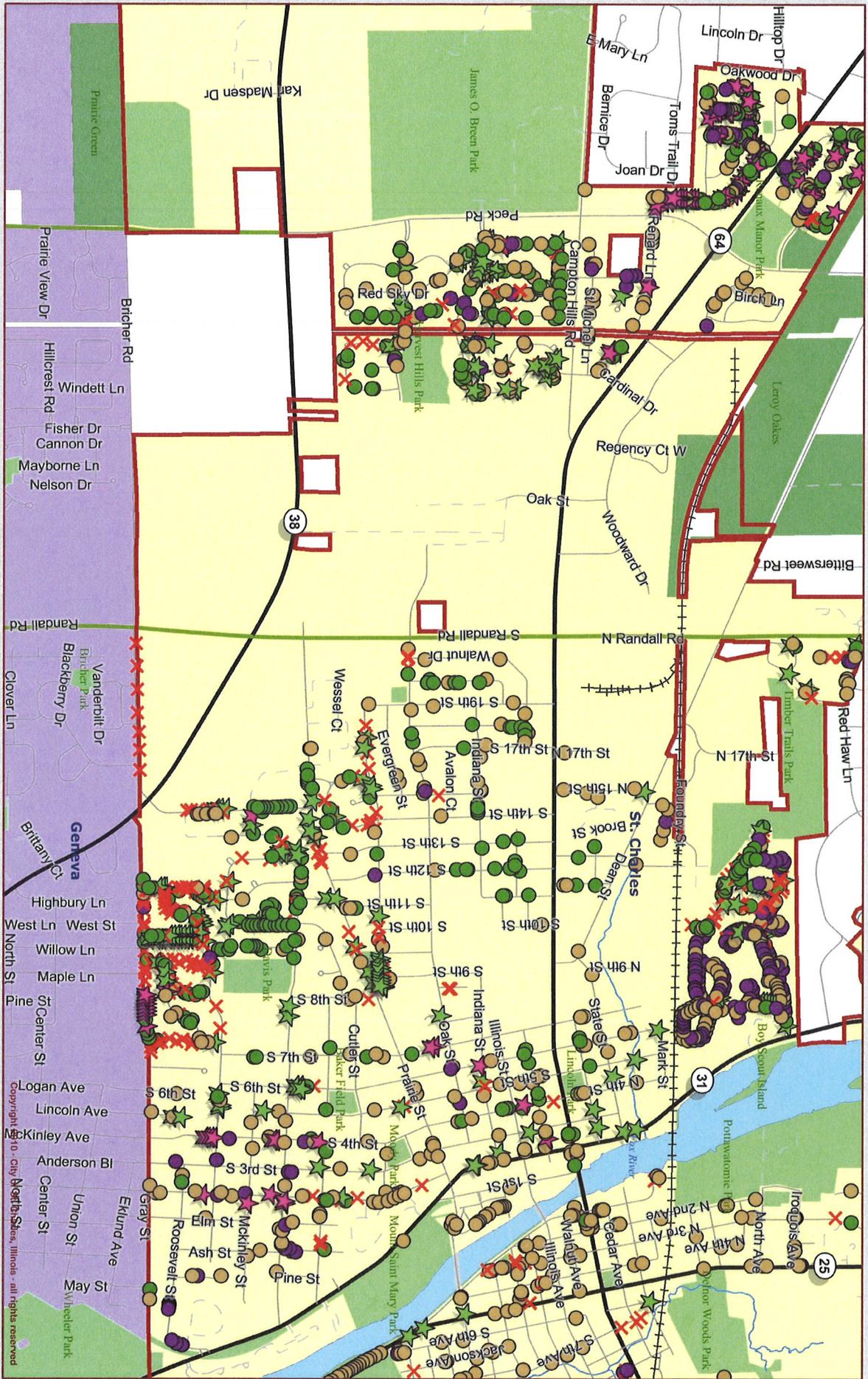
Quad	Address	Suf	Street	Side	Site	Condition	Maintenance	DBH	Species
SW	1300		4th St /S	Front	2	EAB	Proposed Removal	18	Ash Cinnmaron
SW	1310		2nd St /S	Front	2	EAB	Proposed Removal	15	Ash Cinnmaron
SW	1310		4th St /S	Front	1	EAB	Proposed Removal	18	Ash Cinnmaron
SW	1310		4th St /S	Front	2	EAB	Proposed Removal	20	Ash Cinnmaron
NE	275		Shires Ln	Front	1	EAB	Proposed Removal	15	Ash Cinnmaron
NE	275		Shires Ln	Front	2	EAB	Proposed Removal	15	Ash Cinnmaron
NE	285	X	Shires Ln	Front	1	EAB	Proposed Removal	8	Ash Cinnmaron
NE	287		Shires Ln	Front	1	EAB	Proposed Removal	0	Ash Autumn Purple
NE	405		Pin Oak Ct	Front	1	EAB	Proposed Removal	8	Ash Cinnmaron
NE	406		Surrey Woods Dr	Front	1	EAB	Proposed Removal	12	Ash Cinnmaron
NE	406		Surrey Woods Dr	Front	2	EAB	Proposed Removal	11	Ash Cinnmaron
NE	526		Longmeadow Cir	Front	1	EAB	Proposed Removal	11	Ash Cinnmaron
NE	526		Longmeadow Cir	Front	2	EAB	Proposed Removal	12	Ash Cinnmaron
NE	529		Longmeadow Cir	Front	1	EAB	Proposed Removal	14	Ash Cinnmaron
NE	529		Longmeadow Cir	Front	3	EAB	Proposed Removal	15	Ash Cinnmaron
NE	529		Longmeadow Cir	Front	4	EAB	Proposed Removal	15	Ash Cinnmaron
NE	529		Longmeadow Cir	Front	5	EAB	Proposed Removal	10	Ash Cinnmaron
NE	533		Longmeadow Cir	Front	1	EAB	Proposed Removal	15	Ash Cinnmaron
NE	533		Longmeadow Cir	Front	2	EAB	Proposed Removal	16	Ash Cinnmaron
NE	537	X	Longmeadow Cir	Median	1	EAB	Proposed Removal	16	Ash Cinnmaron
NE	537	X	Longmeadow Cir	Median	5	EAB	Proposed Removal	15	Ash Cinnmaron
NE	537	X	Longmeadow Cir	Median	9	EAB	Proposed Removal	16	Ash Cinnmaron
NE	541		Longmeadow Cir	Front	1	EAB	Proposed Removal	15	Ash Cinnmaron
NE	541		Longmeadow Cir	Front	3	EAB	Proposed Removal	15	Ash Cinnmaron
NE	545		Longmeadow Cir	Front	2	EAB	Proposed Removal	14	Ash Cinnmaron
NE	548		Longmeadow Cir	Front	1	EAB	Proposed Removal	20	Ash Cinnmaron
NE	549		Longmeadow Cir	Front	1	EAB	Proposed Removal	24	Ash Cinnmaron
NE	549		Longmeadow Cir	Front	2	EAB	Proposed Removal	16	Ash Cinnmaron
NE	1010		Keim Tr	Front	2	EAB	Proposed Removal	8	Ash Cinnmaron
NE	1105		Keim Tr	Front	1	EAB	Proposed Removal	8	Ash Cinnmaron
NE	1105		Keim Tr	Front	2	EAB	Proposed Removal	8	Ash Cinnmaron
NE	1105		Keim Tr	Front	3	EAB	Proposed Removal	8	Ash Cinnmaron
NE	1130	X	Keim Tr	Front	1	EAB	Proposed Removal	10	Ash Cinnmaron



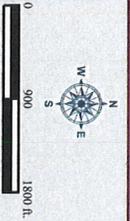
City of St. Charles, Illinois
 Two East Main Street, St. Charles, IL 60174-1081
 Phone: 636/372-3400 Fax: 636/372-1410 - www.stcharles.il.gov

Precision GIS

DONALD P. DEWITTE Mayor
BRIAN TOWNSEND City Administrator



Data Source:
 City of St. Charles, Illinois
 City of St. Charles, Illinois
 DuPage County, Illinois
 Projection: Transverse Mercator
 North American Datum 1983
 Projected Units: Feet
 Projected Spheroid: Clarke 1866
 Projected Datum: North American Datum 1983
 Projected False Easting: 1000000.00
 Projected False Northing: 1000000.00



Notes: July 2012 GSC EAB Map - SW and FW
 Area 2

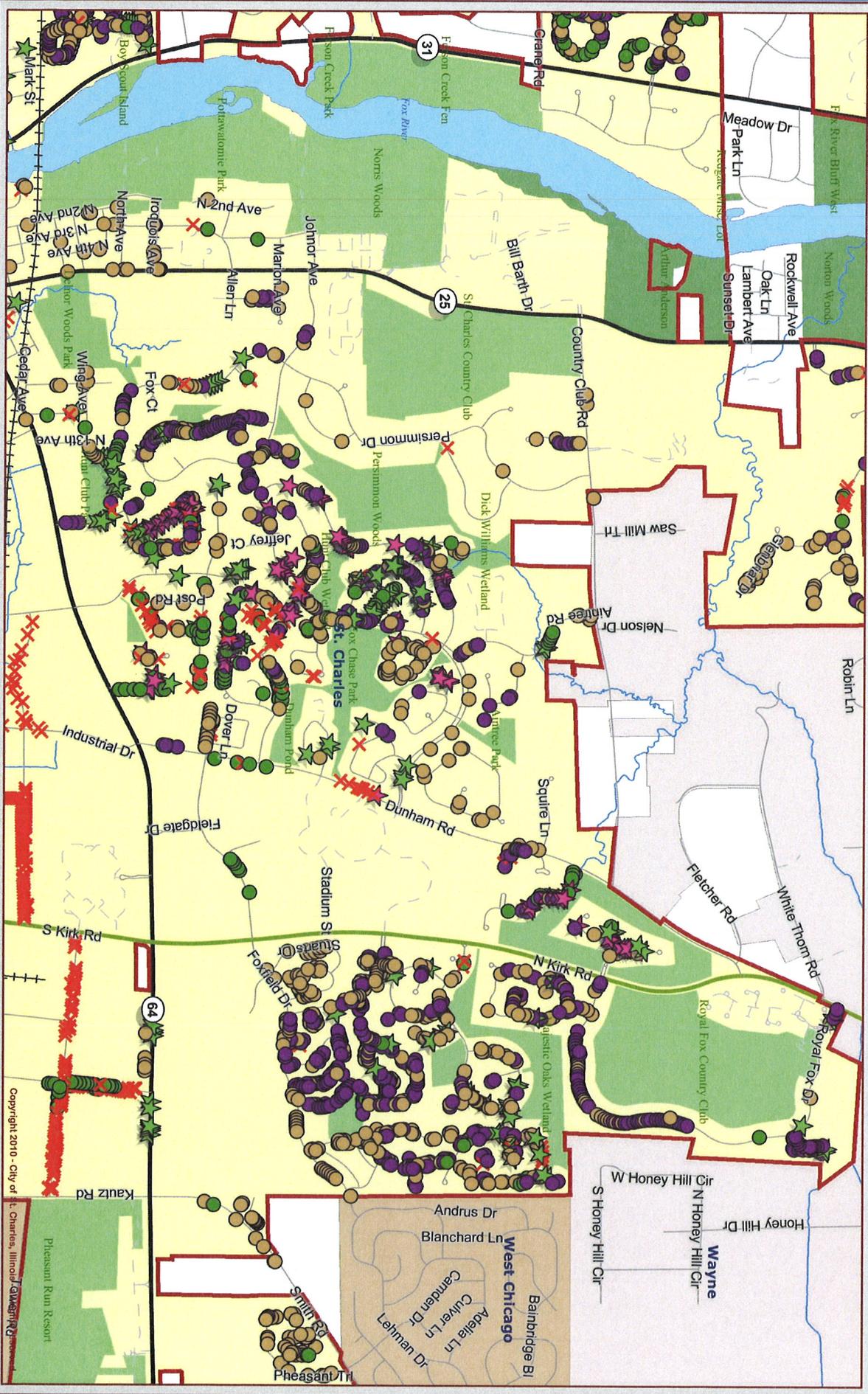
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City of St. Charles, Illinois
 Two East Main Street, St. Charles, IL 60174-1981
 Phone: 630-972-4400 Fax: 630-972-4140 - www.stcharles-ill.gov

Precision GIS

DONALD P. DEWITTE Mayor
BRIAN TOWNSEND City Administrator



Data Source:
 City of St. Charles, Illinois
 Kane County, Illinois
 DuPage County, Illinois
 Projection: Transverse Mercator
 Coordinate System: Illinois State Plane East
 North American Datum 1983
 Printed on: July 14, 2012 9:46:23 AM CDT



Notes: July 2012 GSC EAB Map - NE Area 3
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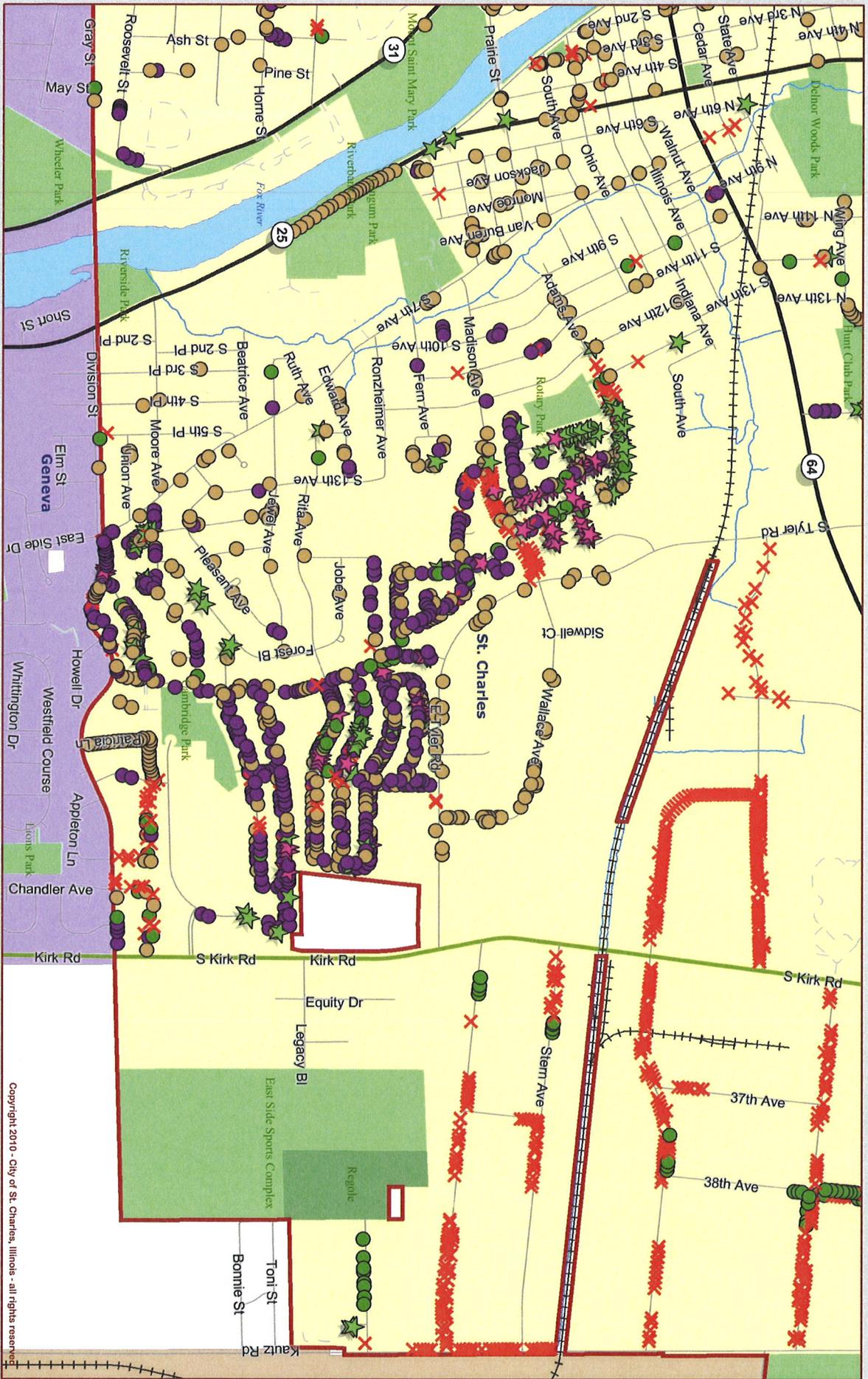
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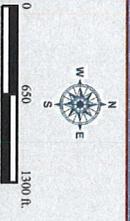
City of St. Charles, Illinois
 Two East Main Street, St. Charles, IL 60174-1981
 Phone: 618/372-1400 Fax: 618/372-1110 www.stcharlesil.gov

Precision GIS

DONALD P. DEWITTE Mayor
BRIAN TOWNSEND City Administrator



Data Source:
 City of St. Charles, Illinois
 DuPage County, Illinois
 Projection: Transverse Mercator
 North American Datum 1983
 File Path: \\s11.k3013431\Map2010



Notes: July 2012 GSC EAB Map - SE Area 4

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ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title: Recommendation to Approve Contract for Sewer Service to Resident at 36W171 Indian Mound Road

Presenter: John Lamb

Please check appropriate box:

<input type="checkbox"/>	Government Operations	<input checked="" type="checkbox"/>	Government Services 07.23.12
<input type="checkbox"/>	Planning & Development	<input type="checkbox"/>	City Council
<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>	

Estimated Cost:	NA	Budgeted:	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
-----------------	----	-----------	-----	-------------------------------------	----	--------------------------

If NO, please explain how item will be funded:

Executive Summary:

A residential homeowner in the Wildrose Subdivision at 36W171 Indian Mound Road has requested City sewer service. This area is currently serviced by both City water and sanitary collection. However, not all homes in the area are on the services. The Committee approved a water agreement for the homeowner at this address last month.

As a provision of the "Four Companies" Agreement adopted by the City in 1964 homeowners in the area can request either or both of the services. The Agreement states the City shall permit these requests and charge any applicable fees at the current City Ordinance rates. The Four Companies Agreement and the services contract have both been reviewed by the City attorney.

Staff is recommending approval of the contract for sewer services.

Attachments: (please list)

Contract for Sewer Service – *Contract will be available at the time of GSC meeting*

Recommendation / Suggested Action (briefly explain):

Recommendation to approve contract for sewer service for 36W171 Indian Mound Road and a resolution authorizing the Mayor and Clerk to execute on behalf of the City of St. Charles.

For office use only:

Agenda Item Number: 4.a



ST. CHARLES
S I N C E 1 8 3 4

AGENDA ITEM EXECUTIVE SUMMARY

Title:	Recommendation to extend the Lease Agreement with BMO Harris Bank, N. A. (Parking Lot "B")
--------	--

Presenter:	Mark Koenen
------------	-------------

Please check appropriate box:

	Government Operations	X	Government Services 07.23.12
	Planning & Development		City Council
	Public Hearing		

Estimated Cost:	N/A	Budgeted:	YES		NO	
-----------------	-----	-----------	-----	--	----	--

If NO, please explain how item will be funded:

Executive Summary:

The City and BMO Harris Bank, N. A. have worked together for years to provide parking in the downtown. This Lease Agreement expired on May 30 and allows for public and private parking (66 total spaces) at the northwest corner of 2nd Ave and Illinois Ave for ten years. Please recall the lease (Amendment 1) was recently extended until July 31. This extension (Amendment 2) for six months is being requested to allow time to address the final lease business terms. Please also recall that Lot B ownership is shared between BMO Harris and the city.

Attachments: *(please list)*

Lease Agreement – will be provided at time of meeting

Recommendation / Suggested Action *(briefly explain):*

Staff recommends approval of a Resolution authorizing the execution of a Lease Agreement Amendment with BMO Harris Bank, N.A.

<i>For office use only:</i>	<i>Agenda Item Number: 4.b</i>
-----------------------------	--------------------------------

SECOND AMENDMENT TO LEASE AGREEMENT FOR PARKING LOT

THIS SECOND AMENDMENT TO LEASE AGREEMENT FOR PARKING LOT (“Amendment”) made and effective the 31st day of July, 2012, is entered into between BMO HARRIS BANK N.A. (f/k/a Harris N.A., successor by merger to Harris Bank St. Charles) (the “Bank”) and THE CITY OF ST. CHARLES, Kane and DuPage Counties, Illinois (the “City”).

WHEREAS, the Bank and the City entered into a certain Lease Agreement for Parking Lot dated April 30, 2002 (the “Lease”) for the lease by the Bank to the City for parking purposes Parcel A (as defined in the Lease) and for the lease by the City to the Bank for parking purposes Parcel B (as defined in the Lease); and the first amendment dated April 30, 2012 renewing the lease for 3 months; and

WHEREAS, the Term of the Lease expires July 31, 2012 and the Bank and the City desire to extend the Term of the Lease for an additional 6 month period, from August 1, 2012 to January 31, 2013.

WHEREAS, the parties desire to further amend the Lease as provided for herein.

NOW, THEREFORE, in consideration of the mutual agreements contained herein, and intending to be legally bound hereby, Landlord and Tenant hereby agree as follows:

- 1. Term.** The expiration date of July 31, 2012 in Section 1 of the First Amendment to Lease is hereby revised to be January 31, 2013.
- 2. Confirmation of Lease.** All terms used in this Amendment shall have the meanings ascribed to them in the Lease unless otherwise set forth herein. The Lease as hereby supplemented and amended remains in full force and effect, subject to and in accordance with all of its terms and provisions.
- 3. Counterparts.** This Amendment may be executed in any number of counterparts, each of which shall be an original, but the counterparts together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the Bank and the City have executed this Amendment as of the date and year first above written.

BMO HARRIS BANK N.A.

THE CITY OF ST. CHARLES

By: _____

By: _____

Name/Title: _____

Name/Title: _____



AGENDA ITEM EXECUTIVE SUMMARY

Title:	Recommendation to Approve Request for Fence along IL 25 (Woods of Fox Glen Subdivision)
--------	--

Presenter:	Mark Koenen, Jim Bernahl
------------	--------------------------

ST. CHARLES
SINCE 1834

Please check appropriate box:

	Government Operations	<input checked="" type="checkbox"/>	Government Services 07.23.12
	Planning & Development	<input type="checkbox"/>	City Council
	Public Hearing	<input type="checkbox"/>	

Estimated Cost:	\$48,000 to 91,000	Budgeted:	YES	<input checked="" type="checkbox"/>	NO	
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If NO, please explain how item will be funded:

Included as part of the Red Gate Bridge expense.

Executive Summary:

Robert Masulis, 634 Fox Glen Dr., has approached the city on behalf of residents with rear frontage along IL 25. Mr. Masulis has requested the city fund the installation of 150 feet of 8 foot high fence along the rear of their properties for 2 primary purposes. 1- Creating a barrier between their rear yards and the slope within the IL 25 ROW and 2 - Screening westerly sight lines from their property (due to the tree removal along IL 25 anticipating the new intersection with the Red Gate Road extension to IL 25).

Mr. Masulis has submitted fence information and costs for our consideration. Costs range from \$48,000 to \$91,000 (based on the fence type). The fencing price at the lower cost is generally the cedar material and the fencing price at the upper cost is the polyethylene material.

FYI, Mr. Masulis and interested Woods of Fox Glen Homeowners Association representatives met with city staff and the Mayor earlier this summer to discuss this matter. The concept of a wooden fence developed at this meeting. The HOA agreed to develop the cost information as included. Additionally, the fence would be installed on private property that included private property long term maintenance.

Attachments:

Photos of the IL 25 corridor today, photos of sample fence, fencing cost estimate, fence spreadsheet

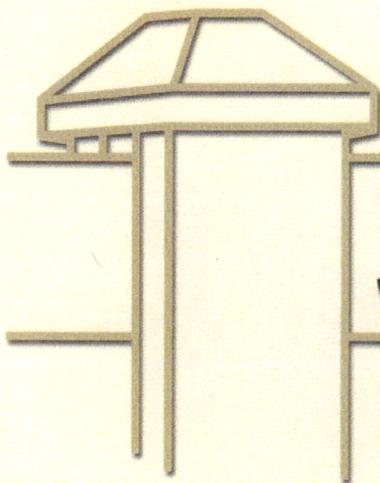
Recommendation/Suggested Action

Staff recommends the committee consider the request and payment for the lower cost cedar fencing option.

<i>For office use only:</i>	<i>Agenda Item Number: 4.c</i>
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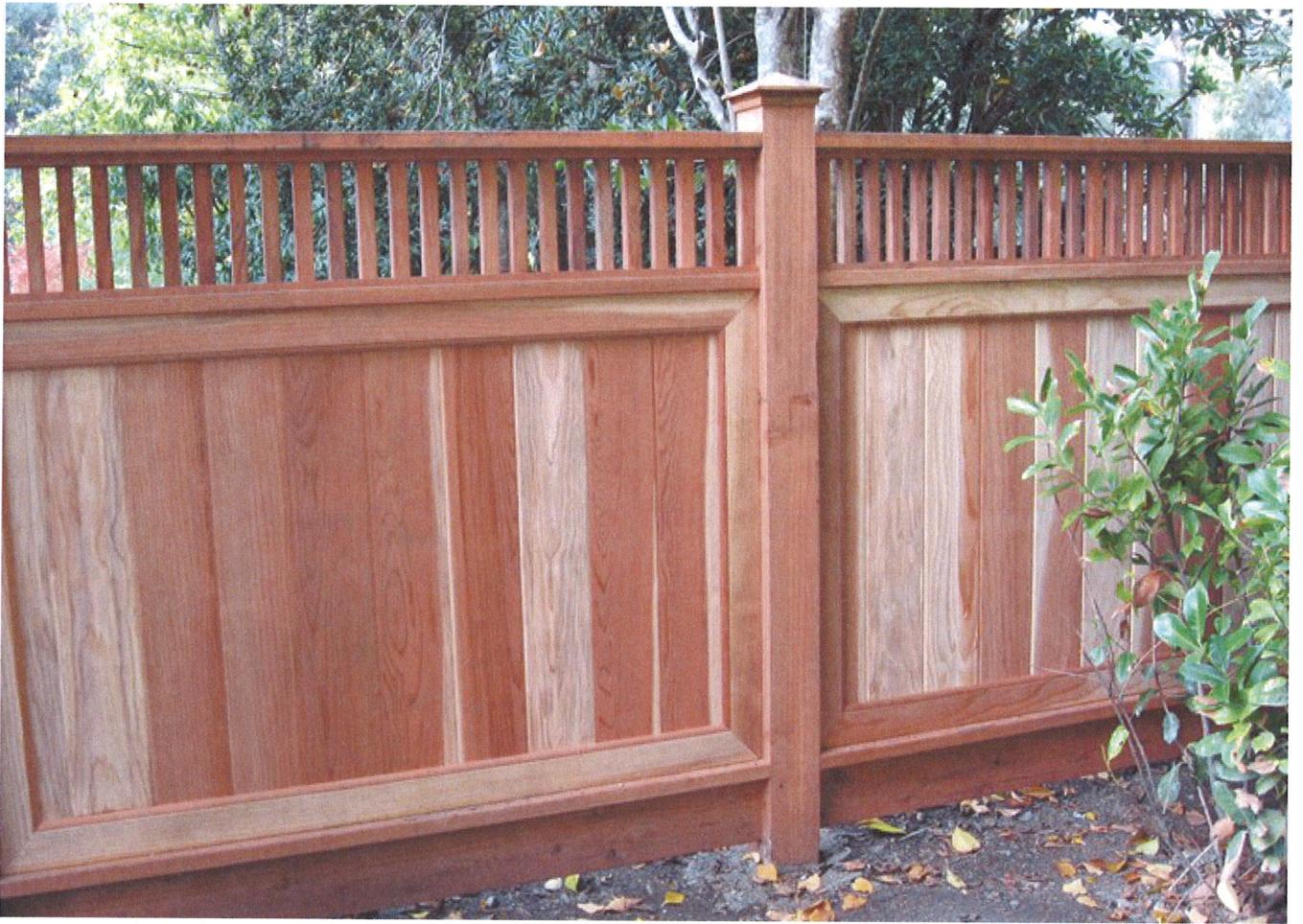
The Beauty of Stone

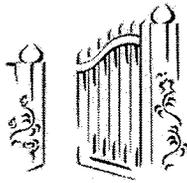
- without the expense



SimTek™
FENCE







Fence Connection Inc.

970 Villa St.
Elgin, IL 60120
(847)622-8860
Fax (847)622-0479

www.fenceconnectioninc.com

~Proposal~

TO: Matthew Cavitt
702 Fox Glen
St. Charles, IL

Phone: (847)343-2051
Cell: (630)513-6124

REF: Neighborhood Fence Project

DATE: May 24, 2012

Scope of Work

We propose to install along neighborhood, 950' of fencing. We are providing you with quotes on 2 different products.

1. 950' of 8' SimTek fence, Life Time Warranty, Graffiti Proof and Crack Resistance. Post to be 5"x5" and set 42" in wet concrete.

Total \$76,000.00

2. 950' of 8' Trex Seclusions Privacy fence. 25 Year Warranty, all post set in concrete.

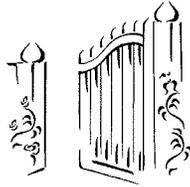
Total \$89,900.00

MBE/Union Certified

THIS PROPOSAL IS VALID FOR THIRTY DAYS ONLY

Exclusions: Unless listed in the scope of work above. Construction fence/clearing fence lines/concrete, other than post footing/grounding/attachments to fence, wind screens, slats, etc./cost of subrogation/layouts, other than from preset stakes/underground obstructions/mow strips/ running electrical lines or electrical work of any kind. We are not responsible for any underground utilities, property lines, scrubs, flowers, trees or water sprinkler systems. **CALL ME IF YOU NEED ANY OF THE ITENS LISTED IN EXCLUSIONS.** We are fully bondable and insured. www.fenceconnectioninc.com

Name: Juan Escobar
Commercial Project Manager/Estimator



Fence Connection Inc.

970 Villa St.

Elgin, IL 60120

(847)622-8860

Fax (847)622-0479

www.fenceconnectioninc.com

~Proposal~

TO: Rodney Cavitt
702 Fox Glen
St. Charles, IL

Phone: (847)343-2051
Cell: (630)513-6124

REF: Neighborhood Fence Project

DATE: July 6, 2012

Scope of Work

We propose to install 950' of 8' tall Traditional Style Western Red Cedar fence using DOUBLE Post Master Steel post set 6' on center and 42" in wet concrete. The fence will have (4) 2x4 rails attached to each post along the fence line. The pickets will be 1x6x8 Western Red Cedar with a cap board and two face boards to cover nails. Warranty will be for 5 years to correct any issues that may come up. Enclosed brochure for the Post Master attached. Post Masters come with a 15 year warranty.

Total \$48,000.00

We propose to install 950' of 8' San Juan Style wood fence, using Post Master Steel Post, picket top starts at 7', each section is framed in with 1x4 Western Red Cedar. 2x6 bottom board set at ground level. All post set 42" in wet concrete with Post Masters covered at each post. Fence is to have 6" Western Red Cedar pickets.

TOTAL \$57,000.00

We propose to install 950' of 8' Western Red Cedar, Lattice Top style fence using Post Master Steel Post set 42" in wet concrete. Fence is to have 7' of Privacy fence with 1' of custom lattice top. Fence will have a cap board and lattice will be secured with Western Red Cedar framing.

TOTAL \$52,750.00

MBE/Union Certified

THIS PROPOSAL IS VALID FOR THIRTY DAYS ONLY

Exclusions: Unless listed in the scope of work above. Construction fence/clearing fence lines/concrete, other than post footing/grounding/attachments to fence, wind screens, slats, etc./cost of subrogation/layouts, other than from preset stakes/underground obstructions/mow strips/ running electrical lines or electrical work of any kind. We are not responsible for any underground utilities, property lines, scrubs, flowers, trees or water sprinkler systems.

CALL ME IF YOU NEED ANY OF THE ITENS LISTED IN EXCLUSIONS. We are fully bondable and insured. www.fenceconnectioninc.com

Name: Juan Escobar
Commercial Project Manager/Estimator

PEERLESS FENCE

A Division of Peerless Enterprises, Inc.
33 W 401 Roosevelt Road * West Chicago, IL 60185
(630) 584-7710 * Fax (630) 584-7746

PROPOSAL AND ACCEPTANCE

Attn: Robert Masulis

Proposal submitted to: Woods Of Fox Glenn HOA		Phone: 630-540-1222	Date: 6-25-12
Street:		Fax:	Job Phone:
City, State and Zip Code: St. Charles, Ill. 60174		Job Name: Rt. 25 Fence Screen	
Architect	Date of Plans	Job Location:	

We hereby submit specifications for quotation: Furnish and install approx. 950 linear feet of 8' high fencing with options for wood, PVC vinyl and granite wall look a like polyethylene materials, work to consist of,

Option # 1 Traditional Style Solid Board With A Top & Bottom Fascia & Cap Planks

Ozark Timber Copperwood TM pressure treated lumber with a registered warranty for 25 years against rotting with Post Master TM galvanized steel posts, work to include,

- Steel posts set into a concrete footing 42" deep by 12" in diameter and placed on spaces of 6' or less.
- All dirt spoils to be spread along the out side of the fence line.
- All horizontal brace rails to be 2" x 4" and attached to the post with Posts Master steel screws, a total of four brace rails per fence section. Note all brace rails will be will be seen on the inside of the fence line. See alternate add for 1" x 6" x 8' boards attached to the inside of the fence creating a shadow box look.
- All vertical boards to be a 1" x 6" x 8' with a flat top cut top all nailed in a solid board pattern with a 2" x 6" fascia top and bottom plank and horizontal cap rail.
- All Post Master posts to be covered with a vertical board to hide the steel post.
- All posts to be furnished with a decorative Brookline wood cap attached to the 2" x 6" horizontal cap rail.
- All vertical boards to be triple nailed to each brace rail with galvanized steel ring shank nails a total of 12 nails per board for additional strength.

Total \$ 67,021.00

Alternate add for 1" x 6" x 8' flat top boards nailed to the inside of the fence line.

Total Add \$ 6,503.00

Option # 2 Traditional Style Solid Board With A Top & Bottom Fascia & Cap Plank

All lumber to be western red cedar with Post Master steel posts.

- No warranty against rotting.
- All other specs same as above.

Total \$ 63,927.00

Alternate add for a 1" x 6" x 8' flat top boards nailed to the inside of the fence line

Total Add \$ 5,891.00

Alternate deduct if the rear fence line is cleared and graded and made accessible for access with all trucks and equipment. This work is to be done by others.

Total < \$ 6,000.00 >

Option # 3

PVC vinyl fencing by Certianteed/ Bufftech with a limited transferable life time warranty and the SureStart labor warranty with materials to consist of,

- Style Galveston smooth finish.
- Color almond
- All posts to be 5" x 5" and set on spaces of 8' into a concrete footing 42" deep by 10" in diameter.
- All dirt spoils to be spread along the outside of the fence line.

- All horizontal brace rail to be 2" x 6" top middle and bottom rails all furnished with a steel reinforcement rail.
- All vertical pickets to be 7/8" x 7" tongue groove for maximum privacy.

Total \$ 66,598.00

Alternate deduct if the rear fence line is cleared and graded and made accessible for access with all trucks and equipment. This work is to be done by others.

Total < \$ 5,100.00 >

Option # 4

SimTek Tm polyethylene Granite Look wall system with a lifetime warranty with materials to consist of,

- All posts to be 5" x 5 and set on spaces of 8' into a concrete footing 42" deep by 10" in diameter.
- All dirt spoils to be spread along the outside of the new fence line.
- Fence panels to be 4' high by 8' wide and stacked vertically to reach an 8' overall height.
- Granite style is available in six colors from white to brown.

Total \$ 91,370.00

Alternate deduct if the rear fence is cleared and graded and made accessible for access with all trucks and equipment. This work is to be done by others.

Total < \$ 7,200.00 >

Buyer to be advised that the SimTek and Bufftech fence products will only work on grade changes no more that 12" in an 8 linear foot run. The currant site has steep grades which will require engineering and grading which will be provided by others and is not included in this proposal. Also the new fence line will require clearing of tress, brush and existing fences, all by others.

The above proposal is Based on: Full day mobilizations-Spoils spread along fence line-Normal digging conditions-Peerless standard safety requirements-Peerless standard insurance-Specifications & quantities above-Able to access fence line with digging equipment & cement truck-Fence line established by others-Private utilities located by others
 Quoted price is based on the current market cost. We reserve the right to adjust this quote based on market conditions at the time material is ordered and delivered to the job site.

Exclusions: Bonds, permits, licenses, and fees and spoil haul away

Payment to be made as follows: 50% deposit at placement of order and balance due upon completion.

OWNER MUST OBTAIN ALL PERMITS.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner, on a regular time basis according to standard practices. Any alternation 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 Workmen's Compensation Insurance.	Authorized Signature: <hr style="border: 0.5px solid black;"/> John M. Seger, Commercial Sales
Customer here by assumes full responsibility for the location of the line upon which fence materials are to be installed and locate any and all private cable to include sprinkler systems, electric, septic fields, gas lines, grills, lighting, etc. Peerless Fence to Call J.U.L.I.E.	PEERLESS FENCE
I, THE UNDERSIGNED, HEREBY AGREE THAT IN THE EVENT OF DEFAULT IN THE PAYMENT OF ANY AMOUNT DUE, AND IF THIS ACCOUNT IS PLACED IN THE HANDS OF AN AGENCY OR ATTORNEY FOR COLLECTION OR LEGAL ACTION, TO PAY AN ADDITIONAL CHARGE EQUAL TO THE COST OF COLLECTIONS INCLUDING AGENCY AND ATTORNEY FEES AND COURT COSTS INCURRED AND PERMITTED BY LAWS GOVERNING THESE TRANSACTIONS. ALL PAST DUE ACCOUNTS WILL BE CHARGED AT THE RATE OF 1.5% ON UNPAID MONTHLY BALANCE.	Note: we may withdraw this proposal if not accepted within 0 days.
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.	Signature _____ Signature _____
Date of Acceptance _____	

Peerless Fence

(A division of Peerless Enterprises, Inc.)

33W401 Roosevelt Road

West Chicago, IL 60185

630-584-7710

630-584-7746 fax

President HOA: Robert Masulis

Project: Traditional Wood Fence

Owner: Woods of Fox Glenn HOA

Peerless Job Number: TBD

Robert;

As discussed previously the traditional style wood fence does have some short comings as they pertain to the effectiveness as a maintenance free site and sound barrier product. Let's address the site barrier aspect first. All lumber will expand and contract and must be constructed to allow for weather changes and site conditions. Fence grade lumber is not milled to precise dimensions and allowances need to be made during the construction. With that said there will be some spacing in between the vertical boards. As a sound barrier a single faced board fence does not have any sound engineering information that we are aware of and would require additional research to provide that type of information. General maintenance of the fence will require wood stain, sealers or perhaps paint. Lumber will warp, split and turn grey in as little as a year from the date of installation.

We have proposed a traditional wood fence which will be constructed using steel posts designed for this type of application and follow fence industry standards as they apply to post spacing, concrete footings and horizontal bracing for an 8' high fence structure. Given the current site conditions as they pertain to the grades and elevations of the fence line a stick built wood fence would be the basic option. However, to meet the concerns of providing an esthetic maintenance free site and sound barrier fence this does not meet those expectations. We strongly recommend the Sim-Tek Granite look a like polly fence as it will meet all of the expectations. Please let me mention the required earth work that will need to be done in order to construct this product.

Regards,

John M. Seger

Commercial Sales



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title:	ComEd reliability Report for the 2nd Quarter of 2012 – Information only
Presenter:	Tom Bruhl

Please check appropriate box:

<input type="checkbox"/>	Government Operations	<input checked="" type="checkbox"/>	Government Services 07.23.12
<input type="checkbox"/>	Planning & Development	<input type="checkbox"/>	City Council
<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>	

Estimated Cost:	\$	Budgeted:	YES	<input type="checkbox"/>	NO	<input checked="" type="checkbox"/>
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If NO, please explain how item will be funded:

Executive Summary:

Presentation of the results of the ComEd meeting for the current month, and reliability since the last update.

Attachments: *(please list)*

ComEd Reliability Memo, ComEd Maintenance Status Chart, Photos

Recommendation / Suggested Action *(briefly explain):*

For information only

For office use only: *Agenda Item Number: 4.d*

Public Works Department
- Electric Office -



Memo

Date: 7/19/2012
To: Mark Koenen
From: Tom Bruhl
Cc: Richard Gallas
Re: ComEd Update

Staff has met with ComEd monthly since our last update in April 2012.

There were four momentary outages since our last report that have been verified. The April 30 interruption was caused by a bird contact near our metering point in Geneva by the Bike Path. The other three were confirmed lightning hits during storms in May.

The central and southwest parts of the City experienced a sustained outage on Sunday, June 24 due to a broken pole within the ComEd substation in West Chicago. This was the first sustained ComEd outage this calendar year.

The details for the momentary and sustained outages related to storms on July 1 and July 2 are still under investigation and will be part of the next quarterly report.

City staff continues to discuss long term reliability with ComEd on a regular basis. Our long time ComEd contact, Mark Heckman, retired. His replacement, Mike Staples, has continued Mark's tradition of excellent communication with City Staff.

Improvements on one of the lines feeding City Hall Sub have been completed on schedule. This change has already provided benefit as a tree fell on the line north of the Q-Center during the July 1 storm. Normally that would have caused a sustained outage for 2,190 customers in the central part of the City, but due to this improvement, the line did not go out.

Staff discussed the installation of LDC2 in the area of the Red Gate Bridge and requested a ComEd analysis of the potential to provide a second 34.5kV circuit into this location. ComEd Field Staff met with City Staff to analyze the possibility of getting a 10th source line. ComEd will provide a budget estimate for consideration in the 2013/2014 budget. Diversification of feed, if financially practical, is a benefit to capacity planning and to contingency planning.

In May, ComEd provided a chart of their formal maintenance program for the nine lines currently feeding St. Charles. All maintenance activities have been performed on schedule and all programs are on track. The chart is provided as an attachment to this memo.

The next ComEd meeting is scheduled for August 14, 2012.

Pictures of the successful avoided outage from tree contact with the brand new spacer cable follow. The July 1 storm brought the top of a huge tree down north of Q Center. Due to the construction, there was no outage related to this tree contact.











ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title: Recommendation to Approve a Budget Addition for New Business Job at 1510 E. Main Street (Old Baker's Square)

Presenter: Tom Bruhl

Please check appropriate box:

<input type="checkbox"/>	Government Operations	<input checked="" type="checkbox"/>	Government Services 07.23.12
<input type="checkbox"/>	Planning & Development	<input type="checkbox"/>	City Council
<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>	

Estimated Cost:	\$70,000	Budgeted:	YES	<input type="checkbox"/>	NO	<input checked="" type="checkbox"/>
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If NO, please explain how item will be funded:

Revenues from developer of the site.

Executive Summary:

The redevelopment of the 1510 E. Main Street site was not budgeted in the FY 12/13 budget due to the possible uncertainty of the project. Plans have been submitted through the Building and Code Enforcement Office and the job appears to be moving forward. This is a reimbursable project and these funds will be offset 100% by revenue from the developer.

Attachments: *(please list)*

Budget Revision Form

Recommendation / Suggested Action *(briefly explain):*

Recommend approval of a budget addition in the amount of \$45,000 for redevelopment of the 1510 E. Main Street site.

For office use only:

Agenda Item Number: 4.e

BUDGET REVISION REQUEST FORM

Department: Electric

Date Requested: July 23, 2012

Purpose of Request/Comments (Attach additional pages if necessary)

Add funds to Electric budget for purpose of procuring labor and material for revised facilities at 1510 E. Main, the old Baker's Sqare. This budget addition will be offset by revenue from the developer of the site.

Equal Dollar Transfer

Amount _____

Account Numbers

<i>From</i>		<i>To</i>	
Accounting		Accounting	
Unit: _____	Account: _____	Unit: _____	Account: _____
Activity: _____		Activity: _____	

Addition (or Decrease) to Department Budget

Accounting
Unit: 200521 Account: 56205 Amount \$45,000

Activity: C261206316

Originator: T Bruhl July 23, 2012
Date

Department Head: _____
Date

Dir. Of Finance/Administration: _____
Date

For Finance Use Only
Revision entered and updated _____ Date
By: _____



ST. CHARLES
S I N C E 1 8 3 4

AGENDA ITEM EXECUTIVE SUMMARY

Title: Recommendation to Approve Contractual Services for Storm Sewer Catch Basin Cleaning Services

Presenter: Peter Suhr

Please check appropriate box:

<input type="checkbox"/>	Government Operations	<input checked="" type="checkbox"/>	Government Services 07.23.2012
<input type="checkbox"/>	Planning & Development	<input type="checkbox"/>	City Council
<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>	

Estimated Cost: \$65,000 Budgeted: YES NO

If NO, please explain how item will be funded:

Executive Summary:

City staff solicited vendors to assist with Storm Sewer Catch Basin Cleaning Services. Last year, a Request for Proposal (RFP) for these Services was issued to five (5) separate contractors. The RFP included Detailed Specifications, Available Services (Storm Sewer Catch Basin Maps) and Acceptable Equipment to perform the required work. Proposers will be compensated based on a cost per quantity of Storm Structure either cleaned or checked.

This is the second year of a four-year commitment to preventative maintenance cleaning of our Storm Sewer Structures in the central core of our City. These services will help supplement our in-house cleaning and maintenance program.

Four of the five contractors submitted final proposals. United Septic, Inc. is the most cost competitive and most qualified contractor according to the RFP. United Septic has recently completed work for many local communities including Wilmette, Mount Prospect, Glen Ellyn, Arlington Heights and Lyons, has the proper equipment to fulfill the agreement and meets all of the specifications and qualifications of the RFP. United Septic provided a total Base Bid of \$60,586. Their contract will not exceed the \$65,000 budget. United Septic has agreed to hold their pricing from last year's RFP proposal.

Attachments: *(please list)*

RFP Proposal Results and Recommendations and United Septic, Inc. Bid Waiver

Recommendation / Suggested Action *(briefly explain):*

Recommend waiving the formal bid process and approval of Request for Proposals (RFP's) based on Cost per Quantity of Storm Structure Cleaned as shown on attached RFP Proposal Results and Recommendations.

For office use only:

Agenda Item Number: 4.f

STORM SEWER CATCH BASIN CLEANING SERVICES

RFP Proposal Results
Wednesday, January 25, 2012

PROPOSAL ITEMS			PROPOSERS (RFP RESULTS)									
QUANTITY	WIDTH (Feet)	TYPE (Structure)	United Septic		A-K Underground		American Underground		Visu Sewer		Veruna LLC	
			Unit Price	Total Base Cost	Unit Price	Total Base Cost	Unit Price	Total Base Cost	Unit Price	Total Base Cost	Unit Price	Total Base Cost
BASE PROPOSAL (CHECKED & CLEANED)												
306	4 Feet	Manhole	\$71.00	\$21,726.00	\$49.50	\$15,147.00	\$0.00	No Bid	\$45.25	\$13,846.50	\$175.00	\$53,550.00
700	2 Feet	Catch Basin	\$25.00	\$17,500.00	\$49.50	\$34,650.00	\$0.00	No Bid	\$61.50	\$43,050.00	\$175.00	\$122,500.00
448	2 Feet	Inlet	\$25.00	\$11,200.00	\$49.50	\$22,176.00	\$0.00	No Bid	\$30.50	\$13,664.00	\$125.00	\$56,000.00
TOTALS (Base Cost)				\$50,426.00		\$71,973.00		No Bid		\$70,560.50		\$232,050.00
ALTERNATE PROPOSAL (CHECKED ONLY) (ASSUME 25% OF TOTAL)												
100	4 Feet	Manhole	\$25.00	\$2,500.00	\$4.95	\$495.00	\$0.00	No Bid	\$10.00	\$1,000.00	\$35.00	\$3,500.00
233	2 Feet	Catch Basin	\$20.00	\$4,660.00	\$4.95	\$1,153.35	\$0.00	No Bid	\$10.00	\$2,330.00	\$35.00	\$8,155.00
150	2 Feet	Inlet	\$20.00	\$3,000.00	\$4.95	\$742.50	\$0.00	No Bid	\$10.00	\$1,500.00	\$35.00	\$5,250.00
TOTALS (Alt. Cost)				\$10,160.00		\$2,390.85		No Bid		\$4,830.00		\$16,905.00
TOTAL PROPOSAL (CHECKED & CLEANED + CHECKED ONLY)												
TOTALS (Base Cost + Alt. Cost)				\$60,586.00		\$74,363.85		No Bid		\$75,390.50		\$248,955.00

CHART KEY

Most Qualified Contractor Based on RFP

REQUEST FOR WAIVING BID PROCEDURE

We request the City Council to waive the bid procedure and accept the quotation (requiring two-thirds City Council vote) submitted by:

United Septic, Inc.
1327 W. Beecher Rd.
Bristol, IL 60512

For the purchase of: Storm Sewer Catch Basin Cleaning Services

At a cost of: \$ 65,000

Reason for the request to waive the bid procedure: Staff solicited Request for Proposals (RFP) to four (4) separate qualified Storm Sewer Catch Basin Cleaning Contractors. United Septic, Inc. provided the most competitive pricing for services and has met all of the qualifications and specifications provided in the RFP.

Other Quotations Received: Three (3)

Date: 07/23/2012

Requested by: _____

Department Director: _____

Purchasing Manager: _____

Committee Chairman: _____

THIS REQUEST FORM MUST BE SIGNED BY ALL PARTIES PRIOR TO REQUESTING COMMITTEE APPROVAL FOR WAIVING OF THE BID PROCEDURE. REQUESTS FORWARDED DIRECTLY TO THE CITY COUNCIL (AND BYPASSING COMMITTEE) MUST BE SIGNED BY ALL PARTIES PRIOR TO REQUESTING CITY COUNCIL APPROVAL. SUCH REQUESTS ARE TO BE OF AN EMERGENCY NATURE WHERE TIME IS OF THE ESSENCE.



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title:	Recommendation to Approve a Budget Addition for Tree Watering & Unexpected Weather Related Work
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Presenter:	Peter Suhr
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Please check appropriate box:

	Government Operations	X	Government Services 07.23.12
	Planning & Development		City Council
	Public Hearing		

Estimated Cost:	\$121,673	Budgeted:	YES		NO	X
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If NO, please explain how item will be funded:

General Fund Addition

Executive Summary:

With the recent hot and dry weather conditions, Public Works staff has identified a significant risk to our annual tree planting program. The lack of rainfall and excessive heat poses a threat to the survival of the 625 newly planted tree replacements as well as the 375 trees replanted the previous fall.

The first priority in remedying this circumstance is to encourage our citizens to assist with the watering of these trees. The Public Works staff has issued multiple press releases, installed door hangers requesting citizen watering assistance, and generally used word of mouth to seek assistance.

Notwithstanding these efforts, citizens have shown tacit engagement and interest in providing assistance. With that said, Public Works staff must prepare for the worst. Staff is requesting a budget addition of \$77,005 to provide watering services for these trees. This request is a worst case scenario considering all 1,000 trees require 6 intermittent watering's at \$9.00/each over the next 3 months dependent on weather conditions and intermittent watering of trees that were planted 2-4 years ago.

In addition, the City was hit with a severe wind storm on July 1st which caused considerable damage to City trees. In response, Public Services have engaged our tree vendor to help staff cut and remove trees, limbs and brush. The clean-up effort is on-going and will be a substantial cost to the City. Tree replacement costs, for those which were removed, will also need to be considered. Staff is currently calculating final costs and will have available for the Committee Meeting.

Attachments: *(please list)*

Tree Watering & Unexpected Weather Costs Data

Recommendation / Suggested Action *(briefly explain):*

- 1) Staff recommends approval of a budget addition in the amount of \$77,005 for Tree Watering.
- 2) Staff recommends approval of a budget addition in the amount of \$44,668 for Storm Damage Work.

TREE WATERING & UNEXPECTED WEATHER COSTS

Government Services Committee

Monday, July 23, 2012

Projects/ Work Tasks	Costs To Date	Anticipated Future Costs	Total Costs
A. Tree Watering (Drought Conditions)			
1. Pedersen Watering for May	\$1,323.00		
2. Pedersen Watering for June	\$9,207.00		
3. Pedersen Watering for July	\$5,500.00		
4. Purchase of Gator Bags (375 Bags)	\$5,775.00		
5. Pedersen Watering for August		\$9,000.00	
6. Pedersen Watering for September		\$9,000.00	
7. Pedersen Watering for October		\$9,000.00	
8. Pedersen Single Soaking for 1500 2-4 Yr. Old Trees		\$20,000.00	
9. Pedersen Watering/ Maintenance for Reserves		\$8,200.00	
Sub-Total (Tree Watering)	\$21,805.00	\$55,200.00	\$77,005.00
B. Storm Related Tree Removal/ Trimming/ Clearing			
1. Skyline Costs for July (July 1 - July 23)	\$14,168.00		
2. Anticipated Skyline Costs for August (July 24 - End)		\$17,000.00	
Sub-Total (Tree Removal)	\$14,168.00	\$17,000.00	\$31,168.00
C. Tree Replacement Costs (Non-Ash Trees Removed Due to Storm Damage)			
1. 45 Tree (\$300 per Tree)		\$13,500.00	
Sub-Total (Tree Replacement)	\$0.00	\$13,500.00	\$13,500.00
Total Costs	\$35,973.00	\$85,700.00	\$121,673.00
<p>Note: Data does not include Public Works Staff Overtime Costs or Equipment Costs</p>			



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title:	Recommendation to deny the request for a four-way stop at the intersection of 7 th Street and State Street – requested updates
Presenter:	Chief Lamkin July 2012

Please check appropriate box:

	Government Operations	X	Government Services 07.23.12
	Planning & Development		City Council
	Public Hearing		

Estimated Cost:		Budgeted:	YES		NO	X
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If NO, please explain how item will be funded:

Executive Summary:

Prompted by a resident request, a review of the necessity of a four-way stop sign at 7th Street and State Street was conducted. The Police Department found that this request did not meet warrants.

City representatives were asked to provide more information at the next Government Services meeting to support this decision.

Attachments: *(please list)*

Memo

Recommendation / Suggested Action *(briefly explain):*

The Police Department does not recommend approval of a stop sign installation at this location due to the fact the study does not meet warrants.

<i>For office use only:</i>	<i>Agenda Item Number: 5.a</i>
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Police Department



Memo

Date: 7/19/2012
To: Government Services Committee
From: Chief J. Lamkin
Re: 7th & State St.

The Police Department has made several attempts to contact Mr. Patinka over the last two weeks to meet with him in person to discuss his concerns. Mr. Patinka has not yet responded to these requests.

The Police Department has met with representatives from the St. Charles School District bus facility. They provided statistics to the Police Department regarding the amount of students picked up at 7th/State, including which side of the road the students reside. They are willing to work with the Police Department to define a solution that is safe for the students. This may evolve closer to the start of the school year.

Additionally, the Police Department met with Building & Code Enforcement staff regarding fence regulations. Fence issues can be handled on a case by case basis, if and when necessary.

It is the Police Department's position that the intersection at 7th & State Streets is properly operating the way it is currently due to the fact it forces people to slow down and stop. In addition, the intersection's no-crash history is an indicator that the intersection works efficiently as is and is designed to meet the needs for today's volume.



AGENDA ITEM EXECUTIVE SUMMARY

Title: Recommendation to approve Street and Parking Lot Closures for the 2012 Scarecrow Festival

Presenter: Chief Lamkin
July 2012

Please check appropriate box:

<input type="checkbox"/>	Government Operations	<input checked="" type="checkbox"/>	Government Services 07.23.12
<input type="checkbox"/>	Planning & Development	<input type="checkbox"/>	City Council
<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>	

Estimated Cost:	Police: \$10,979.04	Budgeted:	YES	<input checked="" type="checkbox"/>	NO	
	EMA: \$1,272.00					
	PW: \$10,804.37					
	Fire: \$4,272.00					
	Total: \$27,327.41					

If NO, please explain how item will be funded:

Executive Summary:

The 2012 Scarecrow Festival will be held on October 5-7, 2012. The event remains sponsored by the St. Charles Convention and Visitors Bureau, with the coordination being handled through Special Events Management from Chicago. Both have made application through the special events process and met with the city's special events committee.

Attached are the requested day/dates for parking lot and street closures. With Cedar Street being closed, special arrangements have been agreed on to retain access to Johnson's Statuary by way of 4th Street. The VFW has also made an agreement with the CVB to use their lot, so no access is needed.

In addition, they are requesting permission to use directional signage on the public parkway and use of sound amplification during the event. The Police Department requests authorization to modify the planned use area where it is operationally necessary.

Attachments: *(please list)*

List of City Property or Lots Needed for Vending Areas at Scarecrow Street Closure Requests

Recommendation/Suggested Action *(briefly explain):*

The Police Department recommends approval

For office use only: Agenda Item Number: 5.b

Property being requested for Vending/Sponsor Areas – Scarecrow Fest 2012

1. Lincoln Park
2. 5th Street – from Cedar to Main
3. 4th Street – from Cedar to Main
4. Rt. 31 & Cedar Parking Lot (for Carnival)
5. VFW Lot - *NEW*
6. Old St. Charles Parking Lot
7. First Street Place and Grass Area adjacent to River
8. Grass Area across from Plaza & Parking Garage off First Street
9. Municipal Lot (north of building in between Police Station and Muni Building – off of Riverside)
10. Municipal Courtyard – off Main St. at Riverside
11. Commercial River Walk from Main Street to Pottawatomie Park
12. Pottawatomie Park

Street Closings, Parking Lot & Designated Handicapped Parking Requests

St. Charles Scarecrow Fest

October 5-7, 2012 (including set-up October 3 & 4, 2012)

Submitted: _____

Updated: 7/5/2012

Street Closing, Temporary One-Way, Handicapped Parking Requests:

East of Fox River

1. Handicapped Parking: First Avenue on-street Parking west side designated Handicapped parking only: Friday, Saturday, and Sunday from 6am to 6pm.
2. Parking: First Avenue on-street parking east side (two spaces) along Armand's & Warehouse Antiques designated Handicap Parking: Friday 6 am to Sunday 6pm. (Signs need to be posted on Thursday).
3. The two, 30 minute parking spaces at 10 State Avenue in front of Door #1 designated as POLICE RELATED Business Parking only from Fri at 6am through Sun at 6pm.
4. Closure: 2nd Ave between State Ave and Cedar Ave from Fri at 6am to Sun 10pm.
5. No Parking on Cedar Ave between 1st Ave and 3rd Ave (Trolley Route and stops)
6. No Parking on State Ave between 1st Ave and #3rd Ave (Trolley Route and Stops)

Parking Lot Closing Requests:

East of Fox River

1. Checkerboard lot (Municipal Center / Main & First Ave): Friday at 6am to Sunday at 10pm. (Children's activities)

Street Closing, Temporary One-Way, Handicapped Parking Requests:

West of Fox River

1. Closure: North Third St. between Main & State Streets from Thurs 5am to Sun 10pm
2. Closure: North Fourth St. between Main & Cedar Streets from Fri 6am to Sun 10pm
3. Closure: North Fifth St. between Main & Cedar Streets from Thurs 6am to Sun 10pm.
4. Closure: Cedar St. between 2nd St and 4th St Fri 6am to Sun at 10pm. "Note: Access to driveway for Johnson's Statuary will be maintained."
5. Handicapped Parking: North Fifth St between Cedar and State Streets east side only handicapped parking: Fri at 6am to Sun at 6pm. (Signs need to be posted on Thursday.)
6. Handicapped Parking: North Fourth Street between Cedar and State Streets west side only from Friday at 6am to Sunday at 6pm. (Signs need to be posted on Thursday.)
7. Handicapped Parking: East side of 3rd St. between Cedar St. and Rt. 64 Fri 6am to Sun 10pm.
8. 6th Street at State Street... temporary NO parking on N 6th Street east side near State Street to allow radius turn for trolley.

Parking Lot Closing Requests:

West of Fox River

1. River Plaza Parking lot "G" (west side of N. Second Street [Route 31] between Cedar and State Streets on Wed 6am to Sunday 10pm.

2. Windy City Carnival in this location.
3. VFW lot Thursday at 6am to Monday at 12pm.
4. Old St. Charles Court lot on north Third St., west side, between west Main and Cedar Streets, Friday at 5am to Sun at 10pm.
5. Municipal Lot (South portion of lot) adjacent to Municipal Building, Friday 5am to Sun at 10pm.

Additional Requests:

1. Grass area east side of 1st Street between Rt. 64 and Illinois for festival activities.
2. 1st Street Plaza.
3. Parking spaces on the south side of Cedar Street between Fourth and Fifth Streets to place dumpsters, toilets, and limited-time entertainment parking with permit. Thursday 6am to Sunday 10pm.
4. Permission to place toilets on grassy area at Municipal Center at northeast corner.
5. Permission to use land along the Freedom Walk from Main Street bridge north to Pottawatomie Park for vendors.
6. Permission to use walkway/courtyard to the south and west of the Municipal Center for children's activities and select vendors.
7. Permission to place tents on Fourth Street between Main and Cedar Streets, west side. (the East Side of Fourth Street will remain open for a Fire Lane).

Scarecrow Festival 2012: October 5-7 (open to public dates)

Lincoln Park tent set up (south side of park & gazebo) Wednesday and Thursday, October 3 & 4: 9am-10pm. As always, due consideration will be a priority for students of St. Patrick. Set up and Community night: Thursday, October 6: 9am-10pm.

Event Days

Friday and Saturday October 5 and 6: 9am-9pm;
Sunday, October 7: 9am – 6pm.

Trolleys

Two trolleys will run Friday, Saturday, and Sunday

Shuttles (School buses)

Will run Saturday and Sunday. West of the river from Charlestown Mall Shopping Center to First Street. East of the river from Haines and Thompson Middle Schools to St. Patrick's Church.

4 VFW Lot 9th

Closes 6am Thursday October 7th; Opens 12pm Monday October 8th

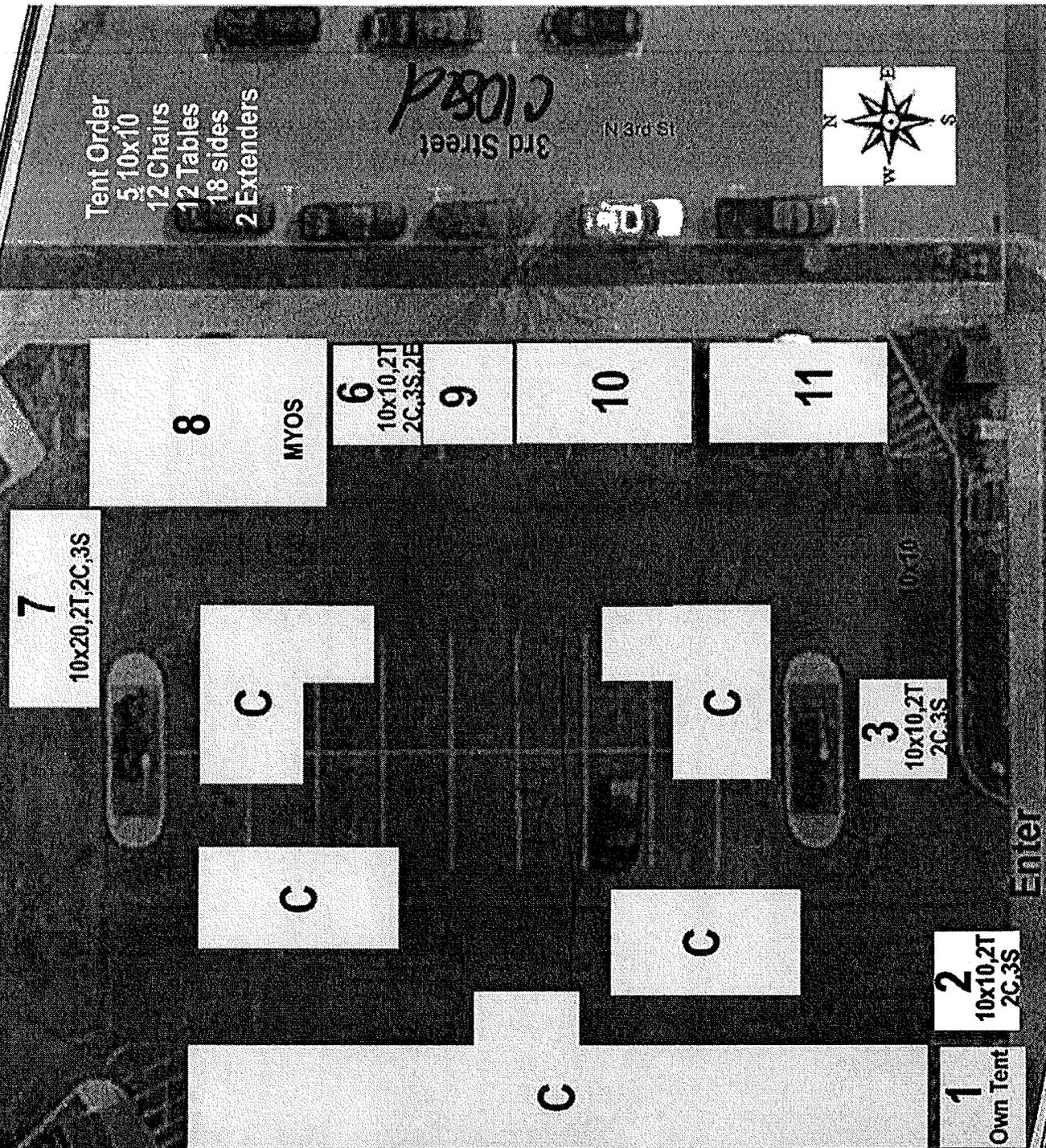
Location #'s

- Putnam Enterprises
own tent
- Kyuki-do Martial Arts
10x10, 2T, 2C, 3S
- Judge Family Chiropractic
10x10, 2T, 2C, 3S
-
- The Frivole Barik
10x10, 2T, 2C, 3S, 2 ext.
- Hill Brothers Cabinetry &
Design
10x20, 2T, 2C, 3S
- Set-up on # 7 is Friday
Oct. 8 after 12pm
- Make Your Own Scarescrow
- R.S. Confections
- Suzie's Fair Foods
- Genof Pl.

Set-up for #1 is
Thursday Oct. 7 after 3pm

C. C. Revoler
Set-up 5am Thursday Oct.
7

Please contact Melissa
630-377-6161 with any
questions.
On site: October 7-10
@ 630-339-6974



Enter

Cedar Street - Closed

This is NOT the 2012 layout.
This is 2010, and it will be somewhat
similar.



St. Charles Scarecrow Fest • October 5-7, 2012

Produced by the Greater St. Charles Convention and Visitors Bureau
Jenny O'Brien, Marketing Manager & Scarecrow Fest Liaison
311 N. 2nd Street, Suite 100 St. Charles, Illinois
630.377.6161 • jenny@visitstcharles.com Fax: 630.513.0566

**2012 Scarecrow Fest - Rental Agreement for
VFW Hall and Parking Lot**

Today's Date: June 26, 2012

Rental Fee: \$4,000

Business Name: VFW Post 5036

Contact Person: Dick Leckbee

Address: 119 N. Third Street

City / State / ZIP: St. Charles, IL 60174

Contact Phone – must be reachable from Oct. 3rd - 7th: 630.742.9301

E-mail: rleckbee@aol.com

Website: www.stcharlesvfw.com

The VFW Post 5036 will provide to St. Charles CVB/Scarecrow Fest:

- VFW Parking lot – starting Thursday, October 4th at 6am.
- Main level of VFW Hall
- Use of tables and chairs in VFW hall
- Assistance in "Meet a Vet" - will provide members to participate Fri – Sun, 11am-5pm

The CVB will provide to the VFW:

- 4 VIP room passes, which is the official Sponsors Room and includes complimentary lunch, snacks, dessert and beverages Friday - Sunday from Noon-3pm. Located in the Nuova Italia lower level

Description of festival activities in VFW parking lot:

TENTATIVE: Car dealership sponsor; St. Charles Bowl – portable bowling lane; Portable Mini golf; Car, motorcycle, train related vendors/displays/activities – "Wheels" theme

Description of festival activities in VFW hall:

CONFIRMED: Valley Model Railroad Display – confirmed – north side of hall.

Troop/Veteran Support activity: Ideas, so far, include "Letter to the Troops" and "Meet a Vet"

Additional requests: _____

Rental Payment: Per the request of the VFW, a down payment of \$1,000 will be provided by July 15th. The rest of the rental fee, \$3,000, will be sent to the VFW by September 30th.

Please note: As of June 26th, the day this agreement was drafted, the festival committee has requested to close Cedar Street, from 4th Street to 2nd Street. This is due to safety concerns of pedestrians in past years festivals when the street has been open.

To confirm your agreement, please sign and return this form to Jenny O'Brien, as soon as possible. If you'd like, please enter the Scarecrow Contest, as an additional way to promote your organization to 150,000+ festival attendees! The contest is FREE to enter and applications will be available in July.

We truly thank you for your support & participation in the award-winning St. Charles Scarecrow Fest. If you have any questions or concerns, at *any* time prior to or during the festival, please do not hesitate to contact us. We are here to make this event a successful and FUN opportunity for your business. If you have a request that is not mentioned in this agreement, please let Jenny know ASAP.

Thank you,

Jenny O'Brien

Greater St. Charles Convention and Visitors Bureau

Authorized Signature: _____ **Date:** _____

Scarecrow Fest Coordinator: _____ **Date:** _____

Additional Agreement details

- The Greater St. Charles CVB/Scarecrow Fest shall, at its own expense, procure and maintain all the necessary insurance indicated for special events as set forth by the City of St. Charles, the St. Charles Park District, and/or the State of Illinois. A copy of this certificate will be delivered to you upon request.
- The Greater St. Charles CVB/Scarecrow Fest shall not be liable for any failure to render the services when directly or indirectly caused by circumstance beyond its control, including but not to acts of God such as tornadoes, floods, fire, or other inclement weather or acts of man.



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title:	Recommendation for approval of IDOT Resolutions for the closure of 2 nd St. (Route 31) at Illinois Street for two high school homecoming parades
Presenter:	Chief Lamkin July 2012

Please check appropriate box:

	Government Operations	X	Government Services 07.23.12
	Planning & Development		City Council
	Public Hearing		

Estimated Cost:	PD: \$1,000 (approx.) PW: \$1,100 (approx.)	Budgeted:	YES	X	NO	
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If NO, please explain how item will be funded:

Executive Summary:

The Special Events committee has reviewed the requests from East High School's Homecoming parade on September 28, 2012 and from North High School's Homecoming parade on October 12, 2012. Both parades commence at 1:00 p.m., lasting approximately one half hour.

Due to construction on East Main Street last year, these parades were rerouted to Illinois Street. This route proved effective and no complaints were received. Since construction continues on East Main Street, the Police Department recommends this route be utilized again this year for both parades.

Attachments: *(please list)*

Resolution for each parade

Recommendation / Suggested Action *(briefly explain):*

The Police Department recommends approval of a resolution for each date to seek IDOT approval of the temporary closing of Route 31 during the parade.

<i>For office use only:</i>	<i>Agenda Item Number: 5.c</i>
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City of St. Charles, Illinois

Resolution No. _____

**A Resolution Requesting the Closure of Route 31 for the
St. Charles North High School Homecoming Parade**

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

WHEREAS, the St. Charles North High School is sponsoring a Homecoming Parade in the City of St. Charles, and;

WHEREAS, this Parade will require the temporary closure of Second Street (Route 31) a state highway in the City of St. Charles, and;

WHEREAS, Section 4-408 of the Illinois Highway Code authorizes the Department of Transportation to issue permits to local authorities to temporarily close portions of state highways for such public purposes or needs as parades and local celebrations;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, that permission to close Second Street (Route 31) on Friday, October 12, 2012 from 12:45 p.m. to 2 p.m. be requested of the Department of Transportation;

BE IT FURTHER RESOLVED that if such permission is granted by the Department of Transportation, all highway traffic during the periods of time specified shall be detoured over the following routes:

For southbound on Route 31: west on Route 64 from Route 31 to 7th Street, south on 7th Street to Prairie Street, east on Prairie Street to Route 31. For northbound Route 31, use the reverse route. For southbound truck traffic on Route 31: west on Route 64 from Route 31 to Randall Road, south on Randall Road to Route 38, east on Route 38 to Route 31. For northbound Route 31 truck traffic, use the reverse route.

BE IT FURTHER RESOLVED that if such permission is granted by the Department of Transportation, the City of St. Charles assumes full responsibility for the direction, protection and regulation of the traffic during the time the detour is in effect, and all liabilities for damages of any kind occasioned by the closing of the state highway, and it is further agreed that efficient all-weather detours will be maintained to the satisfaction of the Department and conspicuously marked for the benefit of traffic diverted from the state highway.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the Department of Transportation to serve as a formal request for the permission sought in this resolution.

Resolution No. _____

Page 2

PRESENTED to the City Council of the City of St. Charles, Illinois, this _____ day of _____ 2012.

PASSED by the City Council of the City of St. Charles, Illinois, this _____ day of _____ 2012.

APPROVED by the Mayor of the City of St. Charles, Illinois, this _____ day of _____ 2012.

Donald P. DeWitte, Mayor

ATTEST:

City Clerk

COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain:

City of St. Charles, Illinois
Resolution No. _____

**A Resolution Requesting the Closure of Route 31 for the
St. Charles East High School Homecoming Parade**

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

WHEREAS, the St. Charles East High School is sponsoring a Homecoming Parade in the City of St. Charles, and;

WHEREAS, this Parade will require the temporary closure of Second Street (Route 31) a state highway in the City of St. Charles, and;

WHEREAS, Section 4-408 of the Illinois Highway Code authorizes the Department of Transportation to issue permits to local authorities to temporarily close portions of state highways for such public purposes or needs as parades and local celebrations;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, that permission to close Second Street (Route 31) on Friday, September 28, 2012 from 12:45 p.m. to 2 p.m. be requested of the Department of Transportation;

BE IT FURTHER RESOLVED that if such permission is granted by the Department of Transportation, all highway traffic during the periods of time specified shall be detoured over the following routes:

For southbound on Route 31: west on Route 64 from Route 31 to 7th Street, south on 7th Street to Prairie Street, east on Prairie Street to Route 31. For northbound Route 31, use the reverse route. For southbound truck traffic on Route 31: west on Route 64 from Route 31 to Randall Road, south on Randall Road to Route 38, east on Route 38 to Route 31. For northbound Route 31 truck traffic, use the reverse route.

BE IT FURTHER RESOLVED that if such permission is granted by the Department of Transportation, the City of St. Charles assumes full responsibility for the direction, protection and regulation of the traffic during the time the detour is in effect, and all liabilities for damages of any kind occasioned by the closing of the state highway, and it is further agreed that efficient all-weather detours will be maintained to the satisfaction of the Department and conspicuously marked for the benefit of traffic diverted from the state highway.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the Department of Transportation to serve as a formal request for the permission sought in this resolution.

Resolution No. _____

Page 2

PRESENTED to the City Council of the City of St. Charles, Illinois, this _____ day of _____ 2012.

PASSED by the City Council of the City of St. Charles, Illinois, this _____ day of _____ 2012.

APPROVED by the Mayor of the City of St. Charles, Illinois, this _____ day of _____ 2012.

Donald P. DeWitte, Mayor

ATTEST:

City Clerk

COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain:



AGENDA ITEM EXECUTIVE SUMMARY

Title: Recommendation for Street Closing for Baker Memorial annual picnic

Presenter: Chief Lamkin
July 2012

Please check appropriate box:

<input type="checkbox"/>	Government Operations	<input checked="" type="checkbox"/>	Government Services 07.23.12
<input type="checkbox"/>	Planning & Development	<input type="checkbox"/>	City Council
<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>	

Estimated Cost:	\$0	Budgeted:	YES	<input type="checkbox"/>	NO	<input checked="" type="checkbox"/>
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If NO, please explain how item will be funded:

Executive Summary:

Baker Memorial Church is requesting the closure of north 4th Avenue between Main and Cedar on Sunday, September 9, 2012 from 11 a.m. – 4 p.m. for a church picnic commemorating their 175th anniversary. This closure is the same as the Farmer’s Market closure. The same barricades used for the market will be used for the picnic and will be picked up by Public Works on Monday (9.10) morning. Picnic organizers will be responsible for placing and removing the barricades on Sunday which alleviates the need for any fees or city personnel to be present to do so.

Attachments: *(please list)*

Recommendation / Suggested Action *(briefly explain):*

The Police Department recommends the use of Type III barricades at each end (the same procedure as the Farmer’s Market) to accomplish the closure safely.

For office use only: Agenda Item Number: 5.d



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title: Recommendation to Approve Resolution Authorizing Execution of Agreement for Services and License Agreement with Downtown St. Charles Partnership

Presenter: Brian Townsend

Please check appropriate box:

<input type="checkbox"/>	Government Operations	<input checked="" type="checkbox"/>	Government Services (7/23/12)
<input type="checkbox"/>	Planning & Development	<input type="checkbox"/>	City Council
<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>	

Estimated Cost:	\$235,000 (\$40,000 was previously authorized)	Budgeted:	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
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If NO, please explain how item will be funded:

Executive Summary:

For many years, the City of St. Charles and Downtown St. Charles Partnership (DSCP) have entered into an agreement that specifies the services to be provided by the DSCP in exchange for a specific amount of funding. On July 2, 2012, the City Council approved funding for FY12-13 in the amount of \$275,000.

Two agreements are being submitted to the City Council for approval. First, an Agreement for Services that details the terms and conditions of the relationship between the city and DSCP. The agreement also includes the services that are to be provided by DSCP in exchange for city funding. Second, a License Agreement that will allow the DSCP to occupy office space in city hall.

Both agreements are for terms that expire on April 30, 2013. The License Agreement may be renewed for up to two consecutive one-year periods (through April 30, 2015).

Attachments: *(please list)*

Resolution
Agreement for Services
License Agreement

Recommendation / Suggested Action *(briefly explain):*

Recommend that the City Council Approve a Resolution Authorizing the City Administrator to execute the Agreement for Services and License Agreement By and Between the City of St. Charles and Downtown St. Charles Partnership.

For office use only:

Agenda Item Number: 6.a

City of St. Charles Illinois
Resolution No. _____

**A Resolution Authorizing the City Administrator of the City of
St. Charles to Execute the Agreement for Services by and Between
the City of St. Charles and Downtown St. Charles Partnership**

**Presented and 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 CITY ADMINISTRATOR be hereby authorized to execute that 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 ____ day of _____, 2012.

Passed by the City Council of the City of St. Charles, Illinois this ____ day of _____ 2012.

Approved by the Mayor of the City of St. Charles, Illinois this ____ day of _____, 2012.

Mayor Donald P. DeWitte

Attest:

City Clerk

Council Vote:

Ayes: _____

Nays: _____

Abstain: _____

Absent: _____

**AGREEMENT FOR SERVICES BY AND BETWEEN THE CITY OF ST. CHARLES,
ILLINOIS AND THE DOWNTOWN ST. CHARLES PARTNERSHIP, INC.**

WHEREAS, the City of St. Charles, Illinois, hereinafter referred to as "the City," is desirous of preserving and revitalizing its central business district through planning, development and redevelopment; and,

WHEREAS, Sections 11-74.3-1 through 11-74.3-3 of the Illinois Municipal Code (65 ILCS 5/11-74.3-1 through 11-74.3-3) authorize municipalities to exercise certain powers with respect to business district development and redevelopment; and,

WHEREAS, Sections 11-12-4. and 11-12-5. through 11-12-12. of the Illinois Municipal Code (65 ILCS 5/11-12-4. and 11-12-5. through 11-12-12.) authorize municipalities to exercise certain powers with respect to planning; and,

WHEREAS, the City of St. Charles is a home rule unit as provided in the 1970 Illinois Constitution (Art. VII, Sec. 6), and this agreement is an exercise of its powers and performance of its functions pertaining to its government and affairs; and

WHEREAS, Ordinance No. 1993-M-63 established Special Service Area No. 1B (Downtown Revitalization); and

WHEREAS, the Downtown St. Charles Partnership, Inc., an Illinois not-for-profit corporation (hereinafter referred to as "the Partnership") can provide those services desired by the City and is willing to do so to help foster the advancement of civic pride in the history and benefits of downtown St. Charles.

NOW THEREFORE, IT IS HEREBY AGREED AS FOLLOWS:

I. In consideration of the premises, terms and conditions set forth, the Partnership shall devote sufficient energies for the provision of services for the business district commonly known as downtown St. Charles, consisting of the area described in Exhibit "A" attached hereto (also known as Special Service Area No. 1B), which services shall include but not be limited to the activities listed in Exhibit "B" attached hereto.

II. In consideration of the foregoing services provided by the Partnership, the City agrees to pay to the Partnership 100% of the Special Service Area 1B property tax receipts, excluding Tax Increment Financing property tax proceeds, or \$235,000.00 whichever is less, for the period

beginning July 1, 2012, and ending April 30, 2013. Payment shall be made on a monthly basis starting July 1, 2012.

III. The Partnership will not enter into any relationship, contractual or otherwise, which will subject the City to any liability. The Partnership is an independent contractor employed by the City to provide consulting and planning services with respect to the revitalization of downtown St. Charles, and has no authority to bind the City in any matter. The Partnership further agrees to indemnify and hold the City harmless from any and all liability, losses or damages, including reasonable attorney fees, arising from the execution or implementation of this agreement.

IV. It is in the best interest of the City and the Partnership to ensure that good faith efforts be made to share and communicate relevant information in a timely and effective/efficient manner, and work together to accomplish our common and mutual goals.

V. In furtherance of the common goals and mission of the City and the Partnership, performance measures shall be established annually to measure the outcomes pursuant to this agreement. Those performance measures are attached hereto as Exhibit C and outlined as the Partnership's 2012-13 goals. As part of its annual presentation to the City, the Partnership shall report on the status of each of the measures.

VI. The Partnership shall maintain records of all of its activities for the 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 three years thereafter.

VII. This agreement shall terminate on April 30, 2013, and the consideration therefor may be renewed by a written instrument executed by both parties.

VIII. The Partnership shall provide City with a monthly financial report including a profit and loss statement, along with an annual balance sheet. The current profit and loss statement shall be provided to the City within thirty (30) days after the end of the month for which the statement is prepared.

IX. The Partnership shall comply with the terms and conditions of the City's Policy Regarding Funding for External Agencies, as it exists on July 1, 2012.

X. Upon termination of this agreement, any funds paid to the Partnership and not used or otherwise subject to pending contract requirements of the Partnership shall be returned to the City.

XI. In addition to all other remedies available, 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.

XII. This agreement can be amended by mutual consent.

XIII. Any amendment to this agreement shall be effective only if evidenced by a written instrument executed by the parties hereto.

XIV. The foregoing is the entire agreement made by and between the parties hereto and has been examined by each of the said parties.

IN WITNESS WHEREOF, the undersigned have hereto set their hands and seals this ___ day of August, 2012.

**DOWNTOWN ST. CHARLES
PARTNERSHIP, INC.**

CITY OF ST. CHARLES

By _____
President

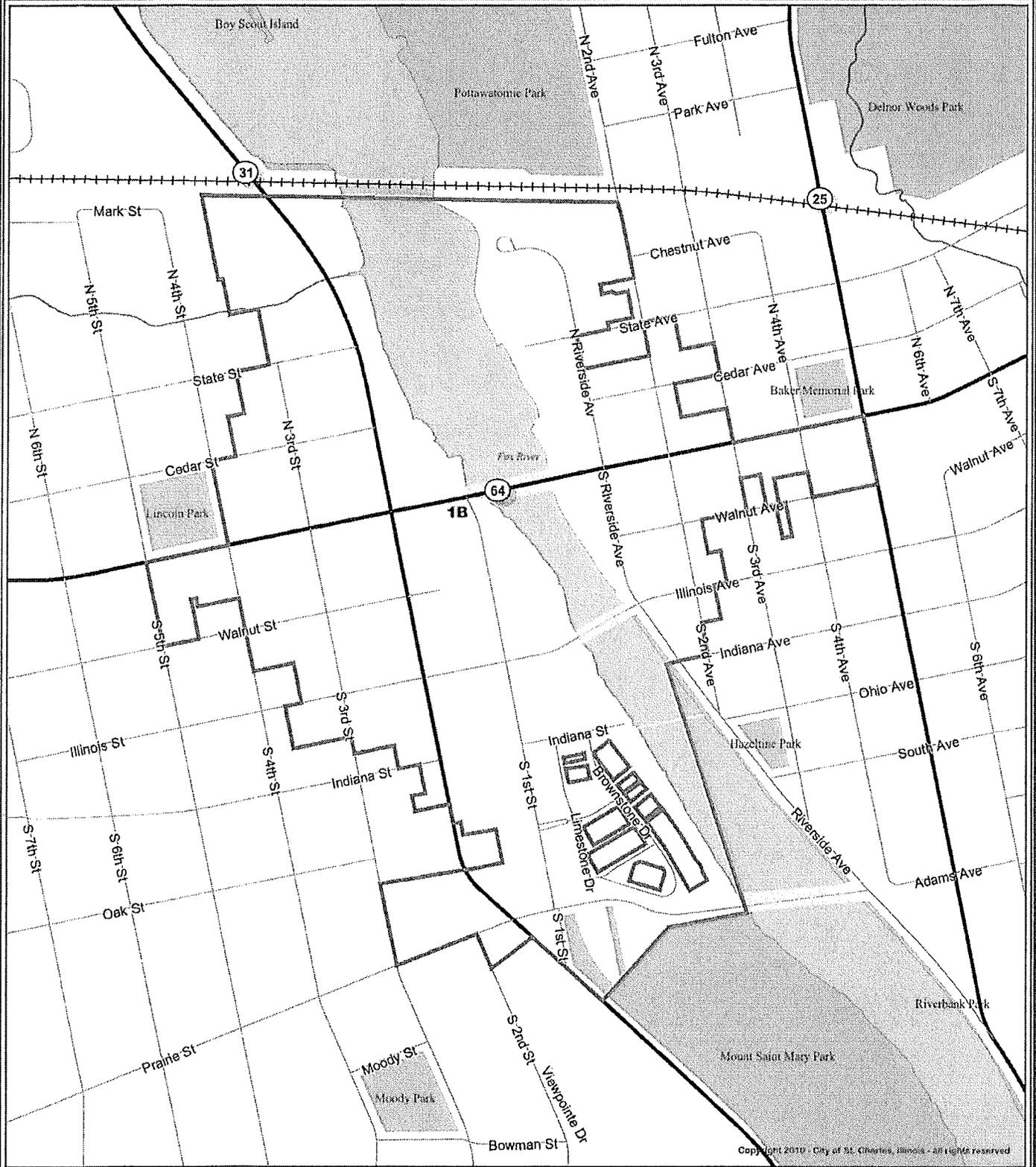
City Administrator

Attest _____

City Clerk

EXHIBIT "A"

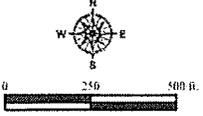
MAP OF SPECIAL SERVICE AREA 1-B



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Data Source:
 City of St. Charles, Illinois
 Kane County, Illinois
 DuPage County, Illinois

Projection: Transverse Mercator
 Coordinate System: Illinois State Plane East
 North American Datum 1983



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EXHIBIT "B"

PROGRAMS AND ACTIVITIES TO BE PROVIDED

Downtown St. Charles Partnership Summary of Activities

The Downtown St. Charles Partnership is committed to enhancing the economic viability of the business and property owners within the downtown business district. Our work will support and complement the efforts of the City of St. Charles, and provide additional resources directed specifically at Downtown St. Charles. To accomplish these objectives, our programs and initiatives will be centered on four areas of focus: Marketing and Promotions, Business Development, Business Education, and Downtown Events.

Marketing & Promotions

- The Downtown St. Charles Partnership will work in conjunction with the city's Economic Development department to create an advertising campaign aimed at marketing Downtown St. Charles as a destination for shopping, dining, entertainment and recreation. This advertising will supplement and/or complement the city's advertising plan, and will include:
 - Print
 - Digital
 - Radio
 - Social Media
- Geographically, our marketing and advertising plan will continue to target the western suburbs. Beyond that, we will gather data from downtown business owners and the City to assess the best markets to expand our reach. This may include the North Shore and Chicago metropolitan area, Rockford and/or DeKalb and Sycamore.
- We will work with the City, Chamber of Commerce and CVB to develop a promotion to encourage residents to shop local, based on knowledge and strategies learned during our presentation by Cinda Baxter, founder of The 3/50 Project, a grass roots movement encouraging people to support their local economy. This message is important to our downtown, which is mainly comprised of locally owned, independent businesses. However, this initiative can easily be rolled out to the St. Charles business community as a whole.
- The DSCP will submit press releases to announce newsworthy information about Downtown St. Charles, such as events and promotions.

Business Development

- The Downtown St. Charles Partnership will support the City's Economic Development department in providing resources to aid in the development of new and existing businesses in Downtown St. Charles. This will include:
 - Providing information on resources available to downtown business and property owners
 - Meeting with individuals interested in opening a business in Downtown St. Charles to explain our programs and services
 - Supporting any programs or activities initiated by the ED Department which relate to downtown
- We will submit press releases to announce new business openings or significant milestones for downtown businesses.
- The Executive Director and DSCP staff will conduct regular visits to downtown businesses as a way to create a network of support to owners and identify any training or support needs that might exist. This will drive future education programs and small group/individual training.
- The DSCP will assemble a Mentoring Team for downtown business and property owners, drawing on current business owners, property owners and volunteers with specific areas of expertise. As needs are identified, referrals can be made to an appropriate mentor to address questions in the areas of finance, merchandising, marketing, social media, advertising, and cross-promotions, as an example.
- We will continue to support the Storefront Development program which reimburses store owners for 50% of the cost of storefront improvements, up to a \$2,500 maximum. Currently, this includes improvements such as awnings, lighting and signage. We will also be looking at other improvement options in the future.

Business Education

- The Downtown St. Charles Partnership will provide relevant education to downtown business owners through a variety of vehicles, including:
 - Publications targeted to independently owned businesses.
 - Seminars and training workshops for business and property owners, developed and conducted by professional trainers or through a train-the-trainer approach
 - Ideas on how to leverage foot traffic created by events to provide maximum exposure for the businesses
- We will provide small group and/or individual training to educate and support businesses in the areas of social media, writing press releases, branding, creating print pieces for multi-functional advertising, marketing, and other areas identified through our site visits.

Downtown Events

- The Downtown St. Charles Partnership will be the first point of communication in regards to all events occurring within the downtown district. We will institute a process whereby new events are put through a screening process to determine the merits of having the event downtown, as well as weighing both positive economic impact and potential business and community disruptions.
 - Based on the above consideration, the DSCP will make recommendations to City Council about the merits of supporting the proposed events
 - An appeal process will be put in place for any organizations not receiving a positive recommendation for their event
 - This process can also be applied to existing events, if desired
- Our organization will continue to orchestrate the annual Fine Art Show and Holiday Homecoming events, and review the merits of overseeing other events downtown.
- In 2012, we will add a Jazz Weekend to our list of existing events, and will continue to look for opportunities to organize events that support our businesses as well as appeal to varied audiences, demographically.
- We will support our business community during events to create minimal disruption to normal business, as well as maximize opportunities to capitalize on the additional foot traffic created by the event.
- The DSCP will continue to coordinate music on the First Street Plaza, coordinating availability with interested musicians and ensuring there is not a conflict with other events or activities, such as performances at the Steel Beam Theatre.
- In 2012 the DSCP has financially sponsored, or has committed to sponsor, the following downtown events:
 - Riverfest – The DSCP has traditionally sponsored this event.
 - Concerts in the Park/Sculpture in the Park – These events were originally organized by the Downtown St. Charles Partnership and later moved under the direction of the Park District. We have been a sponsor of these events since the transition occurred.
 - Bike Race – We are providing promotional money to help this event get off the ground because we believe it will be a positive event for Downtown St. Charles.
 - Bob Leonard 5K Run/Walk – In the past, there was some overlap with the DSCP and the River Corridor Foundation. Because of this, the DSCP has traditionally sponsored this event.
 - As we move forward, the DSCP will look to reduce our event sponsorships. We will review these sponsorship opportunities before 2013 sponsorships are due.

EXHIBIT "C"

PERFORMANCE MEASUREMENTS

Downtown St. Charles Partnership

The Downtown St. Charles Partnership's goals for Fiscal Year 2012-13 are linked to the activities we've outlined to meet our objectives.

Marketing & Promotions

- ✓ Develop brand messaging to use across all downtown St. Charles marketing and advertising initiatives, such as: vacant storefront signs; radio ads; print and online advertising; and website directory.
- ✓ Develop a comprehensive advertising campaign that provides expanded geographic reach for six months, reviewing the plan and making changes after three months. We will work with the City's ED department and the DSCP Marketing & Promotions Committee to review marketing opportunities, such as radio, video, online and print advertising and develop a comprehensive strategy. To accomplish this, we will:
 - Conduct a business survey
 - Review costs and co-op opportunities
 - Meet with COSC ED Department
 - Meet with DSCP M&P Committee
 - Develop downtown branding
 - Implement advertising plan
- ✓ Assemble a task force and develop a campaign to support The 3/50 Project, implementing three phases between July and December 2012. Phase one will occur in August, Phase two in October and Phase three in November, with plan details being developed by the task force.
- ✓ Submit an average of one press release each month about Downtown St. Charles to a distribution of 32 press contacts at 16 unique media outlets in the Chicagoland area.

Business Development

- ✓ Visit each new business that opens in Downtown St. Charles within a month of their opening to provide them with a list of support services provided by the DSCP, as well as city programs, funding opportunities, and other free small business support services.
- ✓ Conduct regular retention visits with downtown business owners. The information from these visits will be used to drive training programs and gauge business satisfaction in regards to services provided by the DSCP.
- ✓ Identify potential mentors for downtown businesses. Develop and implement a process for connecting business owners and mentors.
- ✓ Implement a communications plan to inform businesses owners of education programs available to them.
- ✓ Develop a vacant storefront sign program, have signs designed and present opportunity to property owners.

- ✓ Work with City's Economic Development Department to outline a process for supporting business owners interested in opening a business in Downtown St. Charles, including a procedure for welcoming new businesses that open downtown.

Business Education

- ✓ Conduct a total of five Downtown STC Business Exchanges on an annual basis, measuring our target vs. actual attendance for each event.
- ✓ Develop a program to provide relevant education information to businesses each month. This may include business tools or information about city initiatives that may affect downtown businesses.
- ✓ Offer small group and one-on-one training with business and property owners on a monthly basis, based on the needs identified from our site visits.

Downtown Events

- ✓ Develop and implement a downtown event review process by September 1, 2012.
- ✓ Provide recommendations to City Council for all events new to Downtown St. Charles.
- ✓ Coordinate St. Charles Jazz Weekend, with the goal of seeing an increase in sales at the participating venues from the comparable weekend in 2011.
- ✓ Continue operating the St. Charles Fine Art Show and Holiday Homecoming with a neutral or positive revenue stream.

City of St. Charles, Illinois
Resolution No. _____

**A Resolution Authorizing the City Administrator of the City of
St. Charles to Execute the License Agreement by and Between the
City of St. Charles and Downtown St. Charles Partnership**

**Presented and 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 CITY ADMINISTRATOR be hereby authorized to execute that License 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 ____ day of _____, 2012.

Passed by the City Council of the City of St. Charles, Illinois this ____ day of _____ 2012.

Approved by the Mayor of the City of St. Charles, Illinois this ____ day of _____, 2012.

Mayor Donald P. DeWitte

Attest:

City Clerk

Council Vote:

Ayes: _____

Nays: _____

Abstain: _____

Absent: _____

LICENSE AGREEMENT

THIS AGREEMENT, made and entered into this _____ day of _____, 2012, by and between the City of St. Charles, Kane and DuPage Counties, Illinois, an Illinois municipal corporation (the "Licensor" or "City"), and the Downtown St. Charles Partnership, an Illinois not-for-profit corporation (the "Licensee");

WITNESSETH

WHEREAS, the Licensor is the owner of the St. Charles City Hall/Municipal Center located at 2 East Main Street, St. Charles, Illinois (the "Property"); and,

WHEREAS, there is certain vacant office space located on the Property that the Licensor does not currently utilize, as more specifically described on Exhibit "A" attached hereto and incorporated herein (the "Office Space"), as well as certain office equipment that the City does not currently utilize, as listed on Exhibit "B" attached hereto and incorporated herein ("Equipment"); and

WHEREAS, the Licensee was organized for the purpose of promoting the downtown area of the City with the goal of enhancing the economic, social, and cultural environment in the City; and,

WHEREAS, Licensee requires office space and equipment in order to conduct its activities; and,

WHEREAS, Licensor is desirous of granting a license to Licensee, and Licensee is desirous of being granted a license from Licensor, for Licensee to utilize the Office Space and Equipment, pursuant to the terms and conditions contained herein.

NOW, THEREFORE, in consideration of the foregoing recitals and of the terms and conditions hereinafter contained, the sum of One Dollar (\$1.00), and other good and valuable considerations, the adequacy and sufficiency of which the parties hereto hereby acknowledge the parties hereto hereby agree as follows:

Section 1. Incorporation of Recitals. The preambles set forth hereinabove are incorporated herein as substantive provisions of this Agreement as if fully set out in this Section 1.

Section 2. Grant. Licensor agrees to grant, and does hereby grant, to Licensee, a license to use the Office Space and Equipment for the term of this Agreement for the purpose of conducting its activities as contemplated by its Articles of Incorporation.

Section 3. Exclusive Grant. The privilege granted herein is exclusive; provided, however, that Licensor reserves the right at any time to enter upon the Office Space.

Section 4. Liens. Licensee, its officers, agents, contractors, volunteers and/or employees, shall not suffer to permit any mechanic's lien, judgment lien or other lien of any nature whatsoever to attach or be against the Property, the Office Space, or the Equipment or any portion thereof. Should any such lien be filed, the Licensor shall have the right to contest same.

Section 5. Condition and Upkeep; Use. Licensee has examined and knows the condition of the Office Space and Equipment and has received the same in good order and repair, and acknowledges that no representations as to the condition and repair thereof have been made by Licensor prior to all the execution of this Agreement that are not herein expressed; Licensee will keep the Office Space and Equipment in good repair, normal wear and tear excepted; and upon the termination of this Agreement, in any way, will yield up the Office Space and Equipment to Licensor, in good condition and repair, ordinary wear excepted and will deliver the keys therefor at the Property.

Licensee will not allow the Office Space or Equipment to be used for any purpose that will increase the rate of insurance thereon, nor for any purpose other than that hereinbefore specified, and will not permit the Office Space or Equipment for any unlawful purpose, or for any purpose that will increase the fire hazard of the Property. The Licensee will not permit any alteration of the Office Space except by written consent of the Licensor; all alterations to the Office Space shall remain for the benefit of the Licensor unless otherwise provided in said consent.

Section 6. Access. Licensee, its officers, contractors, agents, volunteers and/or employees, shall at all times have the right of access to the Office Space and such other areas of the Property as are necessary to access the Office Space. The Licensee, its officers, contractors, agents, volunteers and/or employees shall also have access to other areas of the Property as follows: (a) conference and meeting rooms shall be available during normal business hours provided that said rooms are not in use by, or needed by, the City, and (b) use of conference and meeting rooms during non-business hours shall be available on the same basis as the City makes such rooms available to other non-City users, by scheduling in advance and pursuant to the City's policy.

Section 7. Assignment. Licensee shall not assign or otherwise transfer its right in whole or in part under this Agreement without the express written consent of Licensor.

Section 8. Insurance. Licensee shall procure and maintain at its sole and exclusive expense, comprehensive personal injury, workman's compensation and property damage insurance in such amounts as Licensee deems necessary and Licensor deems satisfactory to adequately cover all operation under the exercise of the privileges herein granted. Evidence of insurance shall be provided by Licensee to Licensor.

Section 9. Hold Harmless and Indemnification. Licensee hereby indemnifies, releases and holds Licensor harmless, and agrees to defend Licensor from any and all liability, causes of action, suits, damages or demands of whatever nature arising out of the conduct of Licensee, its officers, contractors, agents, volunteers and/or employees under the exercise of the privileges herein granted. This indemnity is intended as a full and complete general indemnity and shall include Licensee's responsibility for any attorney's fees incurred by Licensor in defense of any claims or actions brought by third parties against Licensor as a result of the privileges granted to Licensee herein.

Licensor hereby indemnifies, releases and holds Licensee harmless, and agrees to defend Licensee from any and all liability, causes of action, suits, damages or demands of whatever

nature arising out of the conduct of Licensor, its officers, agents and/or employees regarding the License Area. This indemnity is intended as a full and complete general indemnity and shall include Licensor's responsibility for any attorney's fees incurred by Licensee in defense of any claims or actions brought by third parties against Licensee as a result of the privileges granted to Licensor herein.

Section 10. Financial Responsibility/No Third-Party Beneficiaries. Licensor shall have no financial responsibility or obligation to Licensee or any third party as a result of Licensor's granting the privileges described herein to Licensee. This Agreement creates no rights, title or interest in any person or entity whatsoever (whether under a third party beneficiary theory or otherwise) other than the Licensee and the Licensor.

Section 11. No Lease or Easement. Licensee expressly acknowledges that nothing herein is intended to create a corporal or possessory interest of Licensee and, accordingly, this Agreement shall not be construed as a lease, easement or any other interest running with the land. Neither this Agreement nor any summary or memorandum thereof shall be recorded with any public authority.

Section 12. Relationship of the Parties. Under no circumstances shall this Agreement be construed to create a relationship of agency, partnership, joint venture, or employment between the Licensor and the Licensee.

Section 13. Term. Unless otherwise terminated pursuant to Section 14, this Agreement shall remain in effect until April 30, 2013; provided, however, upon mutual agreement of the parties hereto, this Agreement may be renewed for up to two (2) consecutive one-year periods.

Section 14. Termination. If the Licensee breaches any of the provisions of this Agreement, or abandons or vacates the Office Space, the Licensor may declare this Agreement terminated upon thirty (30) days written notice to the Licensee. In addition, the Licensor may, for any reason and in its sole discretion, declare this Agreement terminated upon one hundred twenty (120) days written notice to the Licensee.

Section 15. Damage and Destruction. Licensor and its officers, contractors, agents and/or employees shall not be liable or responsible to Licensee for any loss or damage to any property or person occasioned by theft, fire, act of God, public enemy, injunction, riot, strike, insurrection, war, or court order, or for any damage or inconvenience which may arise from this Agreement.

Licensor and its officers, contractors, agents and/or employees shall not be liable for any damage occasioned by failure to keep the Office Space or Equipment in good repair, nor for any damage done or occasioned by or from plumbing, electricity, gas, water, sprinkler, steam or other pipes or sewerage of the bursting, leaking or running of any pipes, tank or plumbing fixtures, in, above, upon or about Property or Office Space nor for any damage occasioned by water, snow or ice being upon or coming through the roof, windows or otherwise.

Section 16. Miscellaneous. This Agreement sets forth the entire understanding of the parties, and may only be amended, modified or terminated by a written instrument signed by the

parties unless herein otherwise provided. Either party's waiver of any breach of failure to enforce any of the terms or conditions of this Agreement, at any time, shall not in any way affect, limit or waive that party's right thereafter to enforce or compel strict compliance with every term and condition hereof.

Section 17. Effective Date. This Agreement shall become effective upon execution by both parties hereto.

Section 18. Governing Law. This Agreement shall be interpreted and construed in accordance with the laws of the State of Illinois.

Section 19. Notices. All notices hereunder shall be in writing and must be served either personally or by registered or certified mail to:

A. Licensor at:

Downtown St. Charles Partnership
2 E. Main Street
St. Charles, Illinois 60174
Attn: Executive Director

B. Licensee at:

City of St. Charles
2 E. Main Street
St. Charles, Illinois 60174
Attn: City Administrator

C. To such other person or place with either party hereto by its written notice shall designate for notice to it from the other party hereto.

Section 20. Counterparts. This Agreement may be executed in multiple counterparts, each of which shall be deemed to be and shall constitute one and the same instrument.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, the parties hereto have set their hands and seals on the date first above written.

CITY OF ST. CHARLES

By: _____
City Administrator

ATTEST:

City Clerk

DOWNTOWN ST. CHARLES PARTNERSHIP

By: _____

ATTEST:

EXHIBIT "A"

DESCRIPTION OF OFFICE SPACE – OUTLINED IN RED

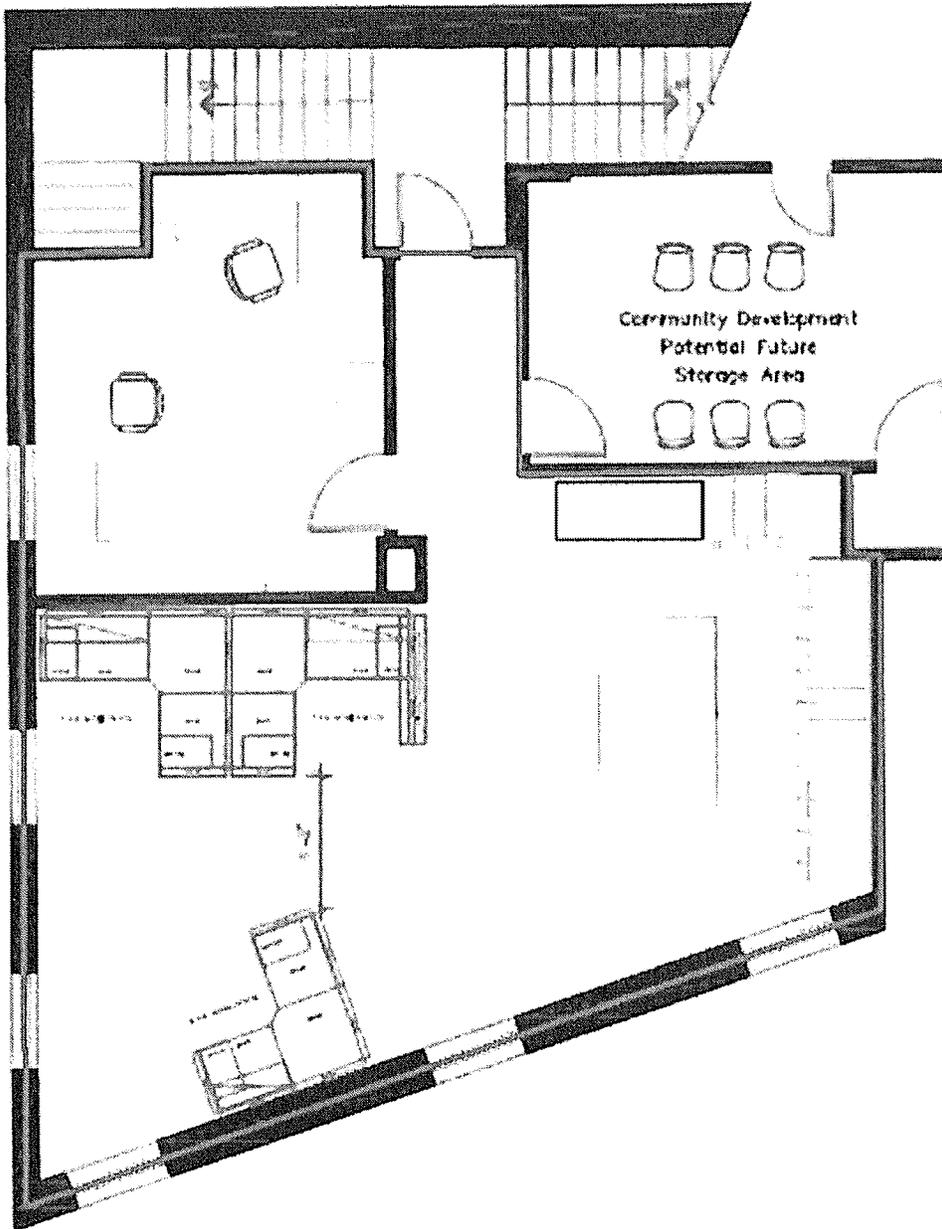


EXHIBIT "B"

DESCRIPTION OF OFFICE EQUIPMENT

Two Full Desk Sets Include:

- "C" Shaped Countertop (including side panels) as shown on the plan.
- Two Overhead Shelves w/ locking doors, task light and pin board back. These sit on top of the counter.
- One (1) 2-drawer locking File Cabinet (under countertop)
- One (1) 3-drawer locking File Cabinet (under countertop). This includes 1 lower file drawer and 2 upper office equipment drawers.
- One (1) Pencil Drawer (mounted under countertop)
- One (1) Chair

One Small Desk Set Includes:

- 6' x 3' Single Countertop (including side panels) as shown on the plan.
- One (1) 2-drawer locking File Cabinet (under countertop)
- One (1) 3-drawer locking File Cabinet (under countertop). This includes 1 lower file drawer and 2 upper office equipment drawers.
- One (1) Chair