

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

**MONDAY, SEPTEMBER 24, 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. Tree Commission Minutes – Information only.
 - c. EAB Control Efforts – Information only.
- 4. POLICE DEPARTMENT**
 - a. Discussion regarding Ordinance Amending Title 5, "Business Licenses and Regulations," Chapter 5.08 "Alcoholic Beverages," Section 5.08.130C "License-Hours of Sales" of the St. Charles Municipal Code.
 - b. Update regarding Madison Avenue Traffic.
 - c. Recommendation to approve Agreement with School District 303 for School Resource Officer Services for School Year 2012-2013.
 - d. Update regarding stop sign at 7th Street and State Street.
 - e. Recommendation to approve a request from Downtown St. Charles Partnership to close 1st Street and host Lighting of Lights in the 1st Street Plaza on Friday, November 23, 2012.
 - f. Recommendation to approve a Resolution for the Closure of Routes 64 and 31 on November 24, 2012 for the Electric Christmas Parade.

5. MAYOR'S OFFICE

- a. Recommendation to approve an Ordinance Amending Title 2 "Administration and Personnel" of the St. Charles Municipal Code – Various Revisions.

6. PUBLIC WORKS DEPARTMENT

- a. Recommendation to approve Mechanical Repairs to Rooftop HVAC Units from Storm Damage at Century Station and the Municipal Center Building.
- b. Recommendation to approve Mechanical Improvements at Police Building.
- c. Recommendation to approve Municipal Building Architecture / Construction Management Services.
- d. Recommendation to approve a Contract for North 15th Street – Phase 1 Reconstruction.
- e. Recommendation to approve a Contract for demolition of building at 807 Illinois Avenue.
- f. Recommendation to award a Contract for Roadway Testing Services to Infrastructure Management Services (IMS).
- g. Update regarding IDOT Project on East Main Street (7th Avenue to Dunham Road).
- h. Presentation of Proposed Parkway Planting Ordinance.
- i. Recommendation to award Contract for the Reconstructor of Circuit 314 to PieperLine Line Construction.
- j. Recommendation to award Bid for Sanitary and Storm Sewer Lining.
- k. Recommendation to approve Wholesale Water Supply Agreement Between the City of St. Charles and Illinois American Water Company for River Grange Area.

7. CITY ADMINISTRATOR'S OFFICE

- a. Consideration of Request to Erect Temporary Art Project on City Property.

8. ADDITIONAL BUSINESS

9. ADJOURNMENT



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title: Electric Reliability Report – Information only

Presenter: Tom Bruhl

Please check appropriate box:

<input checked="" type="checkbox"/>	Government Operations	X	Government Services 09.24.12
<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:

For your information.

Attachments: *(please list)*

August 2012 Outage Report

Recommendation / Suggested Action *(briefly explain):*

For information only.

For office use only:

Agenda Item Number: 3.a



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title: Tree Commission Minutes – Information only

Presenter: Peter Suhr

Please check appropriate box:

<input checked="" type="checkbox"/>	Government Operations	<input checked="" type="checkbox"/>	Government Services 09.24.12
<input type="checkbox"/>	Planning & Development	<input type="checkbox"/>	City Council
<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>	

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

Executive Summary:

A duty of the Tree Commission is to advise and consult with the Government Services Committee. May 2012 meeting minutes are attached.

Attachments: *(please list)*

Tree Commission Minutes – May 2012

Recommendation / Suggested Action *(briefly explain):*

For information only

For office use only:

Agenda Item Number: 3.b

**MINUTES
CITY OF ST. CHARLES, IL
TREE COMMISSION
WEDNESDAY, MAY 9, 2012**

Members Present: Vice-Chair Suzi Myers Bill Bangs, Ralph Grathoff, Pam Otto, Chris Scott, Ron Ziegler

Members Absent: Valerie Blaine, Phil Zavitz

Others Present: Fran Gilmartin, Jim Nau, Peter Suhr, Isabel Soderlind

1. Opening of Meeting

The meeting was convened by Vice-Chair Suzi Myers at 6:39 p.m.

2. Roll Call

3. Introductions of Visitors - Comments and Concerns:

Fran Gilmartin introduced herself to the committee as a current resident and the chair of the landscaping committee at the Brownstones. She is responsible for maintaining all the landscaping and trees within the subdivision.

She came to the committee requesting assistance to save several trees along the riverbank during the next phase of the Bob Leonard Walk project, which runs behind the Brownstones from the old "Erik & Me" restaurant to the Prairie Street Bridge. Mrs. Gilmartin has met with Jim Bernahl, the Public Works Engineer, working on this project. At this time, the plans call for all the trees to be removed. She indicated that some of the trees along the riverbank are not worth saving, but an attempt should be made to save some of the heartier more mature trees.

Mr. Peter Suhr indicated the River Design Committee initiated the concept and are the decision makers of the plan. The Bob Leonard Foundation also has input, with the City facilitating the actual construction. The project calls to redesign the riverbank with stone, natural grasses, and a walking path that will run along the river behind the Brownstone property. From his understanding, new trees will be planted every 10-15 feet along the corridor. Due to the scope of work and equipment needed for the project, the work will be extensive which may damage the existing trees.

Mr. Suhr offered the following recommendations:

1. He will speak with Mr. Bernahl regarding the extent of the construction. They will review the plans and determine if any of the existing trees can be salvaged during the construction.
2. Schedule a meeting between Mrs. Gilmartin, the Engineering Division, and Peter to discuss the project.

3. Have Mrs. Gilmartin attend one of the River Corridor and Design Committee meetings.
4. Have the tree commissioners visit the site and state their position.

Omnibus Vote

4. Recommend approval of April 2012 Minutes

Motion by Commissioner Grathoff second by Commissioner Bangs to accept the April 11, 2012 Minutes as presented.

Voice vote: unanimous; Nays – None; Absent: Valerie Blaine, Pam Otto, Phil Zavitz,
- Motion carried.

5. Old Business

A. Discussion on City Forestry/Ordinance Plan

Vice-Chair. Myers and Commissioner Grathoff met with Peter Suhr to discuss the commission's initiative to create a Forestry/Ordinance Plan.

At that meeting, Commissioner Grathoff presented some of the research he has conducted on various urban forestry plans. After some discussion, it was determined that writing this plan would be a major undertaking. To move forward and make progress on this initiative the commission needs to consider the following:

1. The time commitment necessary to develop the plan. This can be accomplished by:
 - a. Increasing the meeting times to an hour and half.
 - b. Adding two additional meetings to the calendar.
2. Determine if this would be an entire group project or develop a subcommittee to create the plan. Their progress would be presented at the Tree Commission meeting.

Mr. Suhr indicated there are several Tree Commission objectives in the current ordinance:

1. Write an urban forestry plan and make necessary revisions, which are to be published.
2. Appointment of the Tree Commission.
3. Advise and consult the Government Services Committee on any matters pertaining to trees and its enforcement.
4. Writing policies and amendments to the chapter, and allocation of funds.
Peter Suhr indicated the best way funds can be consistently allocated to a project is to have an urban forestry plan with goals, objectives and long-term projects.

5. Develop, review and revise the tree and shrub ordinance.
This can be reviewed on an annual basis by the committee.
6. Inform the public of the Tree Commission's activities, which is accomplished through the meeting minutes and Arbor Day.
7. The City will issue permits. This item could include residents that have special needs or causes. The plan would provide this guidance. In turn, the permit process would allow residents with special needs or causes to make changes or alterations to their property.

Vice-Chair Myers and Commissioner Grathoff offered the following options to the Commissioners:

1. No Urban Forestry Plan.
The current Tree Commission has been functioning without a formal urban forestry plan; the committee would continue to function as it is currently under the tree ordinance. The initiative would be to delete the creation of a urban forestry plan from the current ordinance.
2. Create an urban forestry plan.
This will require a commitment and time from the Tree Commission.
3. Have an outside vendor write the urban forestry/management plan.
Davey Tree Care currently creates urban master plans. The plan created by an outside entity will still need to be reviewed and "tweaked" by the commissioners so it is specific to the City of St. Charles. This would be at a cost, but Peter Suhr indicated he could present this initiative to Council as: (1) an addition to this fiscal year's budget, or (2) establish the initiative and budget it to next fiscal year's budget, May 1, 2013.

Commissioner Ziegler expressed that the development of the plan is essential at this time for the following reasons:

1. Necessary with the removal of 5,400 trees.
2. Necessary to maintain the urban forest and its benefit to the city.
3. The City already had an urban forest; the commission just needs to maintain it.

After much discussion, the committee made the following recommendations:

1. Commissioner Grathoff will email a sample of one of the urban forestry plans to Peter Suhr. Peter will review and forward the plan to the rest of the commissioner for their review.
2. Peter Suhr will contact Davey Tree Care. He will try to schedule a presentation for the next Tree Commission meeting.

6. New Business

A. Update on the Emerald Ash Borer (EAB)

As mentioned at the last meeting, Council approved the monies necessary for the removal and replacement of EAB trees. Public Services is currently working with its current vendor on this year's plan. Peter Suhr will present this proposed plan to Council at the next Government Services Committee (GSC) meeting, Tuesday, May 29 at 7:00 pm. The presentation will also include a discussion on privately owned ash trees: a review of the current ordinance, past practices and options/recommendations from the GSC committee.

Commissioner Bangs asked if a press release has been written and published recently on the EAB situation in St. Charles. Most of his contacts have mentioned that they were never aware of the EAB issue until they were notified that their parkway tree(s) were being removed. In addition, the public is not aware of the commitment being made to maintain the City's streetscape.

Mr. Suhr indicated information is available through several sources. Newspaper reporters have picked up the story in the past. Tree Commission minutes and Council updates are published on the website on a monthly basis. Updates are published in the City's monthly Den publication. On occasion, there have been press releases initiated by the City.

Commissioner Bangs recommended that Commissioner Blaine or Otto submit an article to the local newspapers to increase awareness of EAB.

B. News from Public Works: None

C. Langum Woods Clean Up.

Peter Suhr indicated that the clean up was well organized. The project is running well and the students have accomplished a great deal. One section of the path appears to be complete and it looks great.

Vice-Chair Myers complimented the St. Charles Park District and their program. They have done an amazing job. It appears that with every session the students learn more. This time the Park District introduced replanting/plant rescue. The students took natural plants growing on the path and transplanted them to different areas of the woods. This part of the project introduced restoration/preservation to the students.

Commissioner Otto entered into the meeting at 7:30 pm.

Commissioner Otto stated that with every session they learn more about the property. It was a great session and the kids were great.

7. **Committee Reports**

A. **Education Committee:** None

B. **Publicity Committee:**

Vice-Chair Myers will request Commissioner Blaine to write an EAB press release and the City's initiative to maintain the city's streetscape. (See item 6A.)

C. **Arbor Day Committee**

The Arbor Day event was conducted on Friday, April 27. It was a chilly afternoon, but it was well attended with approximately 60 attendees. Mr. Nau indicated that he would be available if anyone has any questions regarding next year's Arbor Day set up. All items were initiated in January. Confirmation calls were made prior to Arbor Day.

The following items were suggested for next year:

Coloring Contest still appears to be popular with approximately 50 entries submitted this year.

Photo Contest: Entries should be limited to local trees.

Tree Story Essay Contest: Tree Story/Essay appeared to have more participants.

Donation Tree: This is typically taken care of by the City.

Free Perennials: Midwest Ground Covers has always been supportive, donating flats of perennials.

Entertainment: Rick Weals enjoys providing the musical entertainment.

Tent: Tent and music set up appeared to be very fitting this year. A-1 Canopy continues to set up the tent every year.

Art Activity for Children: A few children were active with the leaf rubbing activity.

The Public Services division ran out of the coloring books they were distributing.

Planting of the Tree of the Year: The "Tree of the Year" is planted on a different site in St. Charles every year. While the tree is not planted at the Arbor Day celebration site, Lincoln Park is centrally located and provides consistency from year to year.

Speaker: Having a speaker appears to be popular.

Recognize Organizations that support Arbor Day. The organizations should be recognized during the ceremony, not just on the program.

Increase attendees. Chris Scott will distribute invitations to all the clients/homeowners he works with during the month of April.

Prizes: The prizes donated by the St. Charles Park District were greatly appreciated. The Moonlight Hayride was a great prize!

Please remember that City vehicles are not to be driven on the park property.

Overall, the event continues to improve and get better every year.

8. Communications

A. Electric Division/Tree Activity Reports

April 2012 Communications-Electric Division/Tree Activity Reports were presented. Motion by Commissioner Ziegler second by Commissioner Bangs to place April 2011 Electric Division/Tree Activity Reports on file.

Voice vote: unanimous; Nays – None; Absent: Valerie Blaine, Phil Zavitz - Motion carried.

B. Time Change for Monthly Meeting

Due to the new building security measures at the municipal building, the start time for the Tree Commission meetings was moved to 7:00 pm.

9. Nominations & Elections for Chairman

As mentioned at the last meeting, Jim Nau resigned from the Tree Commission. Nominations were made for chairman. Commissioner Ziegler and Commissioner Bangs were nominated as co-chairs.

Motion by Commissioner Scott second by Commissioner Otto to accept Commissioner Bill Bangs and Commissioners Ron Ziegler as Co-Chairs of the 2012-2013 Tree Commission.

Voice vote: unanimous; Nays – None; Absent: Valerie Blaine, Phil Zavitz - Motion carried.

10. Comments

A. Commissioners

Commissioner Otto: With the new start time, she hopes that she will be able to make the meetings on time.

Commissioner Ziegler: Complimented Jim Nau as the Chairman of the Tree Commission these past few years. He enjoyed the visits to Ball Nursery and hopes that Jim will come back to visit.

Commissioner Scott: It will be sad to see Jim Nau leave the commission; they both started on the commission at the same time. He also understands and empathizes with the Fran Gilmartin. Trees sometimes have to be removed, but he admires her passion to save the trees. Commissioner Scott hopes the City/committee can save at least a few of the trees.

Commissioner Grathoff: Thanked Jim Nau for his work on the commission. He can also empathize with Ms. Gilmartin. He hopes that the commission will be able to assist her with her cause.

Commissioner Bangs: He would like to see more information being released on EAB, it is important to inform the public. In addition, the public and landscaping contractors need to be educated on proper mulching. He has seen the improper mulching on some of the newly planted parkway trees, park district property and at some of the schools. Commissioner Bangs will begin to distribute pamphlets displaying the proper technique. Commissioner Bangs is also interested in conducting a joint meet between the Tri-Cities, Batavia, Geneva and St. Charles. A joint meet is typically scheduled for the fall. Isabel Soderlind will email Kathy Montavari at Batavia and copy Commissioner Bangs and Commissioner Ziegler to set up a joint meet in either September or October. The joint meet can be conducted at Hickory Knolls. The City will offer a light dinner for all the guests.

Vice-Chair Myers: No comments with the exception that Jim will be missed.

Jim Nau: It has been an interesting day, his ash tree(s) and locust were removed on his property today.

B. Staff :

Peter Suhr: The City is currently in the middle of tree planting. Approximately 600 trees are being planted this season, 300 of those are already in the ground. There have been some minor issues, but the City has been trying to accommodate residents as much as possible.

Isabel Soderlind: Thanked Jim Nau for all his assistance the past few years. He has been her contact to the Tree Commission and has appreciated all his guidance with Arbor Day, joint meets, minutes and agendas.

11. Adjournment

Motion by Myers to adjourn meeting at 8:10 p.m.

Voice vote: unanimous; Nays – None; Absent: Valerie Blaine, Phil Zavitz -Motion carried.

/ims



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title: EAB Control Efforts – Information Only

Presenter:

Please check appropriate box:

<input checked="" type="checkbox"/>	Government Operations	X	Government Services 09.24.2012
<input type="checkbox"/>	Planning & Development		City Council
<input type="checkbox"/>	Public Hearing		

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

Executive Summary:

Monthly update on EAB activities for September 2012. This update provides detailed information about the EAB infestation including any ash tree confirmed with EAB in August 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.c

Emerald Ash Borer Monthly Summary Sheet

September 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 **August 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 **160** Ash Trees this upcoming month including:
 1. 6 in the NW Quadrant
 2. 10 in the SW Quadrant
 3. 102 in the NE Quadrant
 4. 42 in the SE Quadrant
 5. 0 in the FW Quadrant

Treating & Planting Notes

Starting the Fall 2012 Planting October 1st, 2012, with approximately 825 trees to plant

Additional Comments

None

Summary Report
EAB Confirmed Sites September 24, 2012

Quadrant	Address	Suffix	Street	Side	Site	DBH	Condition	Maintenance	Species	
			Total September EAB Confirmations:					0		
			Breakdown of Confirmations by Quadrant				NE:	0		
							SE:	0		
							NW:	0		
							SW:	0		
							FW:	0		

Summary Report
EAB Proposed Removals September 24, 2012

Quadrant	Address	Suffix	Street	Side	Site	DBH	Condition	Maintenance	Species
NE	801		Arrowhead Ln	Front	2	10	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	3314		Blackhawk Tr	Front	1	10	EAB	Proposed Removal-NE	Fraxinus americana 'Rosehill White'
NE	3314		Blackhawk Tr	Front	2	9	EAB	Proposed Removal-NE	Fraxinus americana 'Rosehill White'
NE	3114		Charlemagne Ln	Front	1	8	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	3118		Charlemagne Ln	Front	1	5	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	3118		Charlemagne Ln	Front	3	7	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	3122		Charlemagne Ln	Front	1	7	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	3206		Charlemagne Ln	Front	1	10	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	3300	X	Charlemagne Ln	Median	1	9	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	3300	X	Charlemagne Ln	Median	2	8	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	3300	X	Charlemagne Ln	Median	3	8	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	3306		Charlemagne Ln	Front	1	8	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	3310		Charlemagne Ln	Front	1	9	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	3514		Charlemagne Ln	Front	1	7	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	3514		Charlemagne Ln	Front	2	7	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	1605		Forest Ridge Rd	Front	1	16	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	3306		Fox Chase Dr	Side	1	11	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	3306		Fox Chase Dr	Side	3	12	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	602		Fox Glen Dr	Front	1	6	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	602		Fox Glen Dr	Front	2	6	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	629		Fox Glen Dr	Front	3	8	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	1101		Fox Glen Dr	Side	1	6	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	3206		Fox Hunt Ln	Front	3	9	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	709		Indian Way	Front	2	9	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	710		Indian Way	Front	2	10	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	1205		Keim Tr	Front	1	9	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	1205		Keim Tr	Front	2	7	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	1205		Keim Tr	Front	3	8	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	1405		Keim Tr	Front	1	12	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	3107		King Alford Ct	Front	1	7	EAB	Proposed Removal-NE	Fraxinus pennsylvanica Marshall Seedless
NE	3111		King Alford Ct	Front	1	6	EAB	Proposed Removal-NE	Fraxinus pennsylvanica Marshall Seedless
NE	534		Longmeadow Cir	Front	1	16	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	534		Longmeadow Cir	Front	2	20	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	2951		Majestic Oaks Dr	Front	2	7	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'

Summary Report
EAB Proposed Removals September 24, 2012

Quadrant	Address	Suffix	Street	Side	Site	DBH	Condition	Maintenance	Species
NE	2802		Royal Fox Dr	Front	2	11	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Patmore'
NE	3105		Royal Fox Dr	Front	2	7	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	3201		Royal Fox Dr	Front	1	9	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	3201		Royal Fox Dr	Front	2	9	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	3201		Royal Fox Dr	Front	3	9	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	2716		Royal Kings Ct	Front	1	9	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	2602		Royal Lytham Dr	Front	1	5	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	2602		Royal St Georges Ct	Front	2	10	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	4109		Royal Troon Ct	Front	1	6	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	4109		Royal Troon Ct	Front	2	7	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	4113		Royal Troon Ct	Front	3	8	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	4115		Royal Troon Ct	Front	1	7	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	4121		Royal Troon Ct	Front	1	6	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	4123		Royal Troon Ct	Front	1	7	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	4127		Royal Troon Ct	Front	1	7	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	4127		Royal Troon Ct	Front	2	7	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	4127		Royal Troon Ct	Front	3	7	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	4127		Royal Troon Ct	Front	4	7	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	812		Steeplechase Ct	Side	1	7	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	812		Steeplechase Ct	Side	2	7	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	812		Steeplechase Ct	Side	3	6	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	812		Steeplechase Ct	Front	1	8	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	812		Steeplechase Ct	Front	2	7	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	812		Steeplechase Ct	Front	3	8	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	812		Steeplechase Ct	Front	4	8	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	510		Steeplechase Rd	Front	1	6	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	513		Steeplechase Rd	Front	1	6	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	602		Steeplechase Rd	Front	3	8	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	602		Steeplechase Rd	Front	4	8	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	606		Steeplechase Rd	Front	2	9	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	606		Steeplechase Rd	Front	3	8	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	606		Steeplechase Rd	Front	4	8	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	617		Steeplechase Rd	Front	1	7	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	617		Steeplechase Rd	Front	2	9	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'

Summary Report
EAB Proposed Removals September 24, 2012

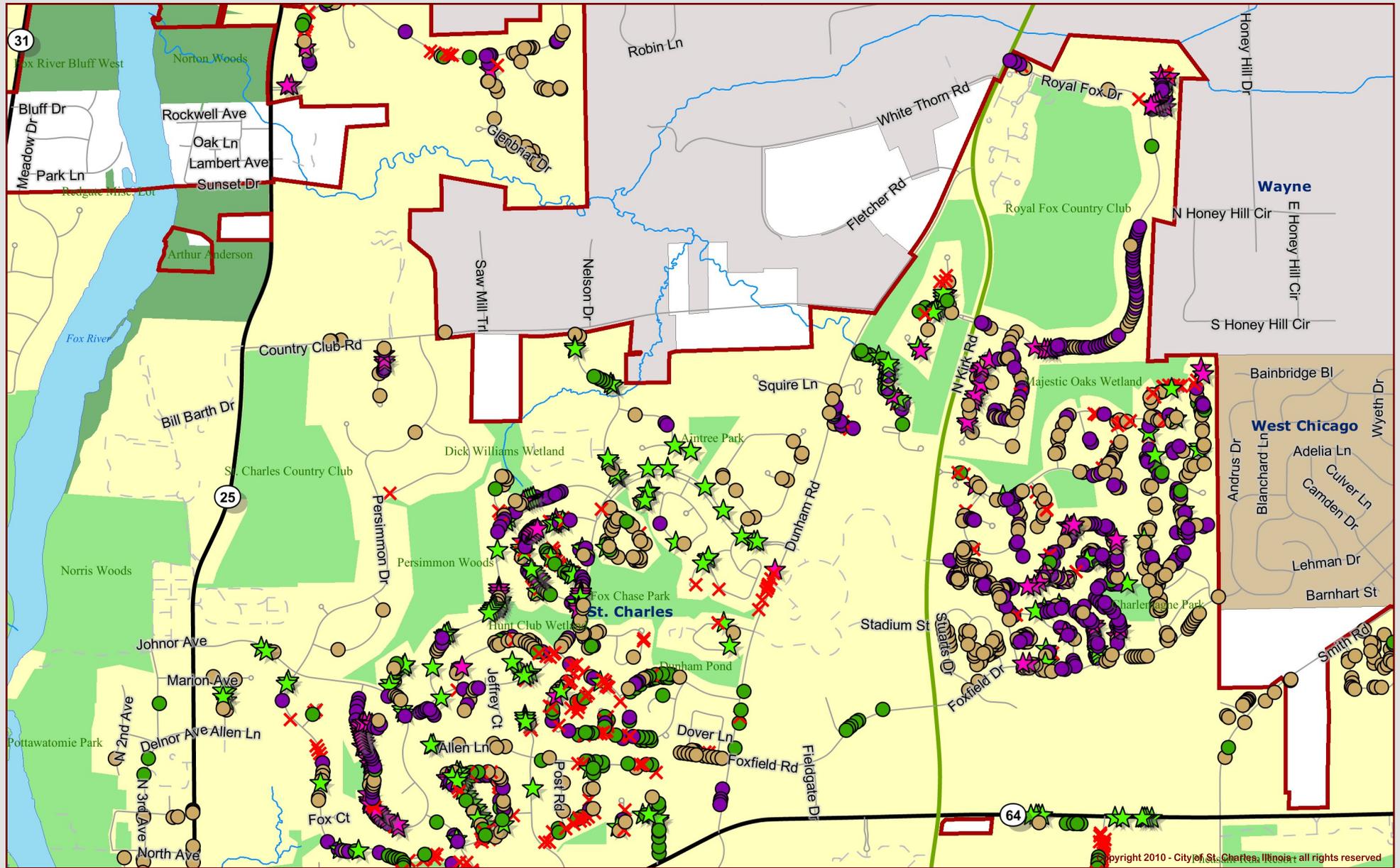
Quadrant	Address	Suffix	Street	Side	Site	DBH	Condition	Maintenance	Species
NE	617		Steeplechase Rd	Front	3	7	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	621		Steeplechase Rd	Front	2	7	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	799	X	Steeplechase Rd	Front	2	5	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	801		Steeplechase Rd	Front	3	6	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	802		Steeplechase Rd	Front	3	12	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	805		Steeplechase Rd	Front	1	8	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	806		Steeplechase Rd	Front	1	10	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	806		Steeplechase Rd	Front	2	11	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	806		Steeplechase Rd	Front	3	7	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	4		Stonewood Dr	Front	1	10	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	4		Stonewood Dr	Front	2	11	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	4		Stonewood Dr	Front	3	11	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	1006		Thoroughbred Cir	Front	2	10	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	2604		Turnberry Rd	Front	1	7	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	2702		Turnberry Rd	Front	1	6	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	2702		Turnberry Rd	Front	2	6	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	2705	X	Turnberry Rd	Front	1	5	EAB	Proposed Removal-NE	Fraxinus americana 'Rosehill White'
NE	2804		Turnberry Rd	Front	2	5	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	2804		Turnberry Rd	Front	3	7	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	2806		Turnberry Rd	Front	2	4	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	2810		Turnberry Rd	Front	1	5	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	2810		Turnberry Rd	Front	2	7	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	1201	X	Winners Cup Cir	Side	1	6	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	1201	X	Winners Cup Cir	Side	2	6	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	1202	X	Winners Cup Cir	Side	1	3	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	1202	X	Winners Cup Cir	Side	2	4	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	1222		Winners Cup Cir	Front	1	9	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	1222		Winners Cup Cir	Front	3	11	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	1405		Winners Cup Cir	Front	1	9	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	1410		Winners Cup Cir	Front	1	14	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	1410		Winners Cup Cir	Front	2	9	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	1410		Winners Cup Cir	Front	3	8	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	1502		Winners Cup Cir	Front	1	10	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'
NE	1601		Winners Cup Cir	Front	1	7	EAB	Proposed Removal-NE	Fraxinus pennsylvanica 'Cimmaron'

Summary Report
EAB Proposed Removals September 24, 2012

Quadrant	Address	Suffix	Street	Side	Site	DBH	Condition	Maintenance	Species
NW	3807		Chesapeake Rd	Median	3	5	EAB	Proposed Removal-NW	Fraxinus pennsylvanica 'Cimmaron'
NW	3807		Chesapeake Rd	Median	4	5	EAB	Proposed Removal-NW	Fraxinus pennsylvanica 'Cimmaron'
NW	3807		Chesapeake Rd	Median	12	5	EAB	Proposed Removal-NW	Fraxinus pennsylvanica 'Cimmaron'
NW	101		Edgewild Ct.	Front	1	14	EAB	Proposed Removal-NW	Fraxinus pennsylvanica 'Summit'
NW	101		Edgewild Ct.	Front	3	19	EAB	Proposed Removal-NW	Fraxinus pennsylvanica 'Kankakee'
NW	101		Edgewild Ct.	Front	4	14	EAB	Proposed Removal-NW	Fraxinus pennsylvanica 'Kankakee'
SE	1509		Banbury Ave	Front	1	17	EAB	Proposed Removal-SE	Fraxinus pennsylvanica 'Cimmaron'
SE	1537		Banbury Ave	Front	2	21	EAB	Proposed Removal-SE	Fraxinus pennsylvanica 'Cimmaron'
SE	1544		Banbury Ave	Front	2	20	EAB	Proposed Removal-SE	Fraxinus pennsylvanica 'Cimmaron'
SE	1551		Banbury Ave	Front	1	19	EAB	Proposed Removal-SE	Fraxinus pennsylvanica 'Cimmaron'
SE	1551		Banbury Ave	Side	1	24	EAB	Proposed Removal-SE	Fraxinus pennsylvanica 'Cimmaron'
SE	1554		Banbury Ave	Front	2	10	EAB	Proposed Removal-SE	Fraxinus pennsylvanica 'Cimmaron'
SE	1561		Banbury Ave	Side	1	20	EAB	Proposed Removal-SE	Fraxinus pennsylvanica 'Cimmaron'
SE	1561		Banbury Ave	Side	2	18	EAB	Proposed Removal-SE	Fraxinus pennsylvanica 'Cimmaron'
SE	1561		Banbury Ave	Front	1	14	EAB	Proposed Removal-SE	Fraxinus pennsylvanica 'Cimmaron'
SE	1561		Banbury Ave	Front	2	16	EAB	Proposed Removal-SE	Fraxinus pennsylvanica 'Cimmaron'
SE	1562		Banbury Ave	Front	2	19	EAB	Proposed Removal-SE	Fraxinus pennsylvanica 'Cimmaron'
SE	1563		Banbury Ave	Front	1	19	EAB	Proposed Removal-SE	Fraxinus pennsylvanica 'Cimmaron'
SE	1564		Banbury Ave	Front	1	17	EAB	Proposed Removal-SE	Fraxinus pennsylvanica 'Cimmaron'
SE	1547		Concord Ct	Front	2	18	EAB	Proposed Removal-SE	Fraxinus pennsylvanica 'Cimmaron'
SE	915		Independence Ave	Front	1	6	EAB	Proposed Removal-SE	Fraxinus americana 'Royal Purple'
SE	1103		Independence Ave	Side	2	14	EAB	Proposed Removal-SE	Fraxinus pennsylvanica 'Cimmaron'
SE	1110		Independence Ave	Front	2	7	EAB	Proposed Removal-SE	Fraxinus pennsylvanica 'Cimmaron'
SE	1110		Independence Ave	Front	3	8	EAB	Proposed Removal-SE	Fraxinus pennsylvanica 'Cimmaron'
SE	1121		Independence Ave	Front	1	11	EAB	Proposed Removal-SE	Fraxinus pennsylvanica 'Cimmaron'
SE	1556		Independence Ave	Side	1	10	EAB	Proposed Removal-SE	Fraxinus pennsylvanica 'Cimmaron'
SE	1301		Lancaster Ave	Front	1	14	EAB	Proposed Removal-SE	Fraxinus pennsylvanica 'Cimmaron'
SE	1335		Lancaster Ave	Front	1	3	EAB	Proposed Removal-SE	Fraxinus pennsylvanica 'Cimmaron'
SE	1347		Lancaster Ave	Front	2	15	EAB	Proposed Removal-SE	Fraxinus pennsylvanica 'Cimmaron'
SE	1348		Lancaster Ave	Front	1	22	EAB	Proposed Removal-SE	Fraxinus pennsylvanica 'Cimmaron'
SE	1348		Lancaster Ave	Front	2	21	EAB	Proposed Removal-SE	Fraxinus americana 'Rosehill White'
SE	1379		Lancaster Ave	Front	1	12	EAB	Proposed Removal-SE	Fraxinus pennsylvanica 'Cimmaron'
SE	1379		Lancaster Ave	Front	2	10	EAB	Proposed Removal-SE	Fraxinus pennsylvanica 'Cimmaron'
SE	1403		Lancaster Ave	Front	2	16	EAB	Proposed Removal-SE	Fraxinus americana 'Rosehill White'

Summary Report
EAB Proposed Removals September 24, 2012

Quadrant	Address	Suffix	Street	Side	Site	DBH	Condition	Maintenance	Species	
SE	1410		Lancaster Ave	Front	1	20	EAB	Proposed Removal-SE	Fraxinus pennsylvanica 'Cimmaron'	
SE	1413		Lancaster Ave	Front	1	12	EAB	Proposed Removal-SE	Fraxinus pennsylvanica 'Cimmaron'	
SE	1423		Lancaster Ave	Front	2	20	EAB	Proposed Removal-SE	Fraxinus pennsylvanica 'Cimmaron'	
SE	1443		Lancaster Ave	Front	1	28	EAB	Proposed Removal-SE	Fraxinus pennsylvanica 'Cimmaron'	
SE	1450		Lancaster Ave	Front	2	14	EAB	Proposed Removal-SE	Fraxinus pennsylvanica 'Cimmaron'	
SE	1453		Lancaster Ave	Front	1	12	EAB	Proposed Removal-SE	Fraxinus pennsylvanica 'Cimmaron'	
SE	1601		Larson Ave	Front	1	15	EAB	Proposed Removal-SE	Fraxinus pennsylvanica 'Cimmaron'	
SE	1601		Larson Ave	Side	3	15	EAB	Proposed Removal-SE	Fraxinus pennsylvanica 'Cimmaron'	
SE	715		Lexington Ave	Front	2	15	EAB	Proposed Removal-SE	Fraxinus pennsylvanica 'Cimmaron'	
SE	970		Lexington Ave	Side	1	15	EAB	Proposed Removal-SE	Fraxinus pennsylvanica 'Cimmaron'	
SE	922		Liberty Ave	Side	1	15	EAB	Proposed Removal-SE	Fraxinus pennsylvanica 'Cimmaron'	
SE	1616		Ronzheimer Ave	Front	1	22	EAB	Proposed Removal-SE	Fraxinus pennsylvanica 'Cimmaron'	
SE	1616		Ronzheimer Ave	Front	2	7	EAB	Proposed Removal-SE	Fraxinus pennsylvanica 'Cimmaron'	
SE	1835		Wallace Ave	Front	1	3	EAB	Proposed Removal-SE	Fraxinus pennsylvanica 'Cimmaron'	
SW	1305		Elm St	Front	1	18	EAB	Proposed Removal-SW	Fraxinus pennsylvanica 'Cimmaron'	
SW	1317		Fox Glade Ct	Front	1	8	EAB	Proposed Removal-SW	Fraxinus pennsylvanica 'Cimmaron'	
SW	8		Roosevelt St	Front	1	11	EAB	Proposed Removal-SW	Fraxinus pennsylvanica 'Cimmaron'	
SW	14		Roosevelt St	Front	1	13	EAB	Proposed Removal-SW	Fraxinus pennsylvanica 'Cimmaron'	
SW	18		Roosevelt St	Front	2	12	EAB	Proposed Removal-SW	Fraxinus pennsylvanica 'Cimmaron'	
SW	33		Roosevelt St	Front	2	10	EAB	Proposed Removal-SW	Fraxinus pennsylvanica 'Cimmaron'	
SW	33		Roosevelt St	Front	3	10	EAB	Proposed Removal-SW	Fraxinus pennsylvanica 'Cimmaron'	
SW	33		Roosevelt St	Front	4	10	EAB	Proposed Removal-SW	Fraxinus pennsylvanica 'Cimmaron'	
SW	33		Roosevelt St	Front	5	10	EAB	Proposed Removal-SW	Fraxinus pennsylvanica 'Cimmaron'	
SW	33		Roosevelt St	Front	6	10	EAB	Proposed Removal-SW	Fraxinus pennsylvanica 'Cimmaron'	
			Total September Proposed EAB Removals:						160	
			Breakdown of Removals by Quadrant							
							NE:	102		
							SE:	42		
							NW:	6		
							SW:	10		
							FW:	0		



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Dupage County, Illinois

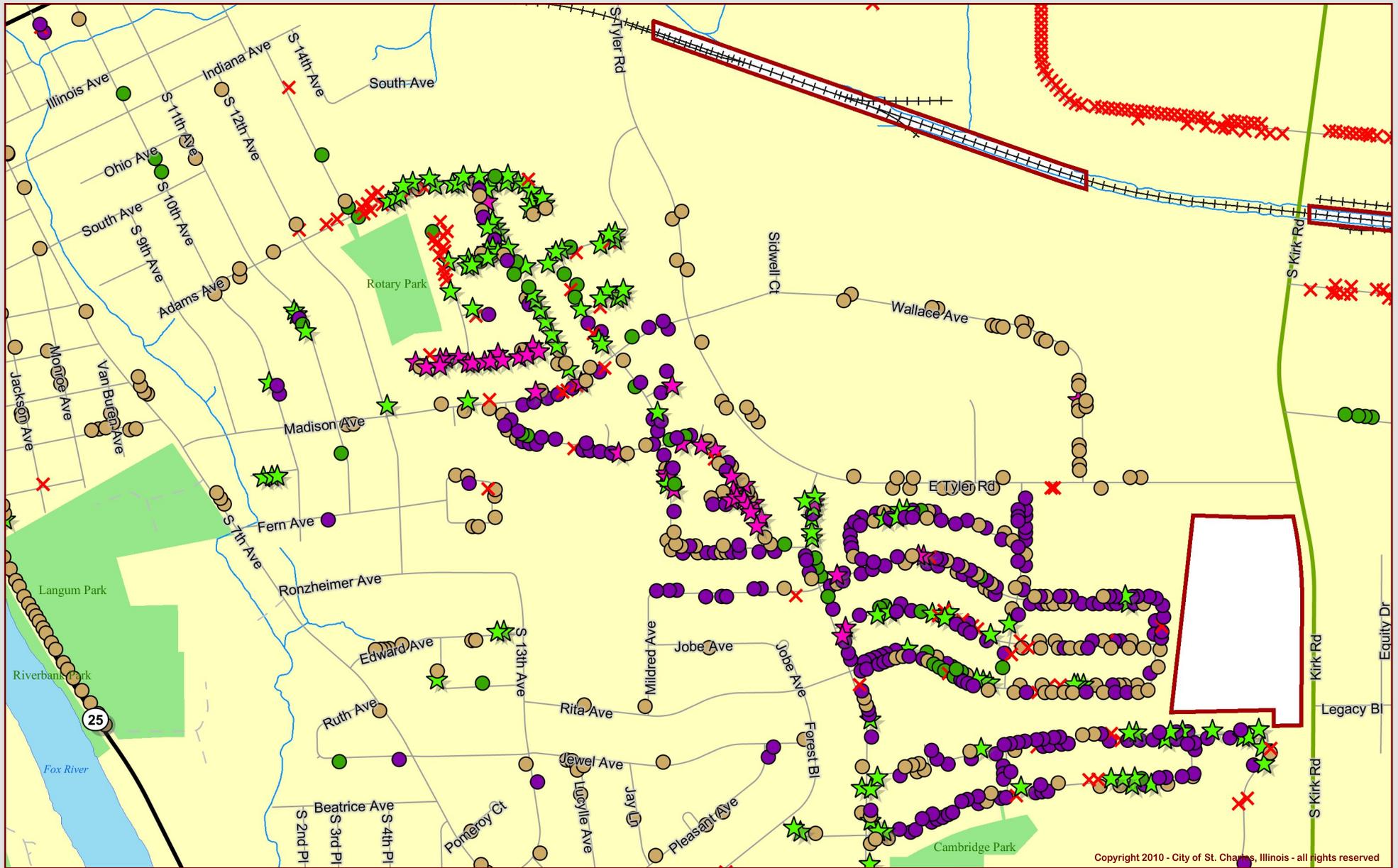
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Coordinate System: Illinois State Plane East
North American Datum 1983

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Notes: September 2012 GSC EAB Map - NE
Area 1

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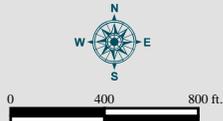


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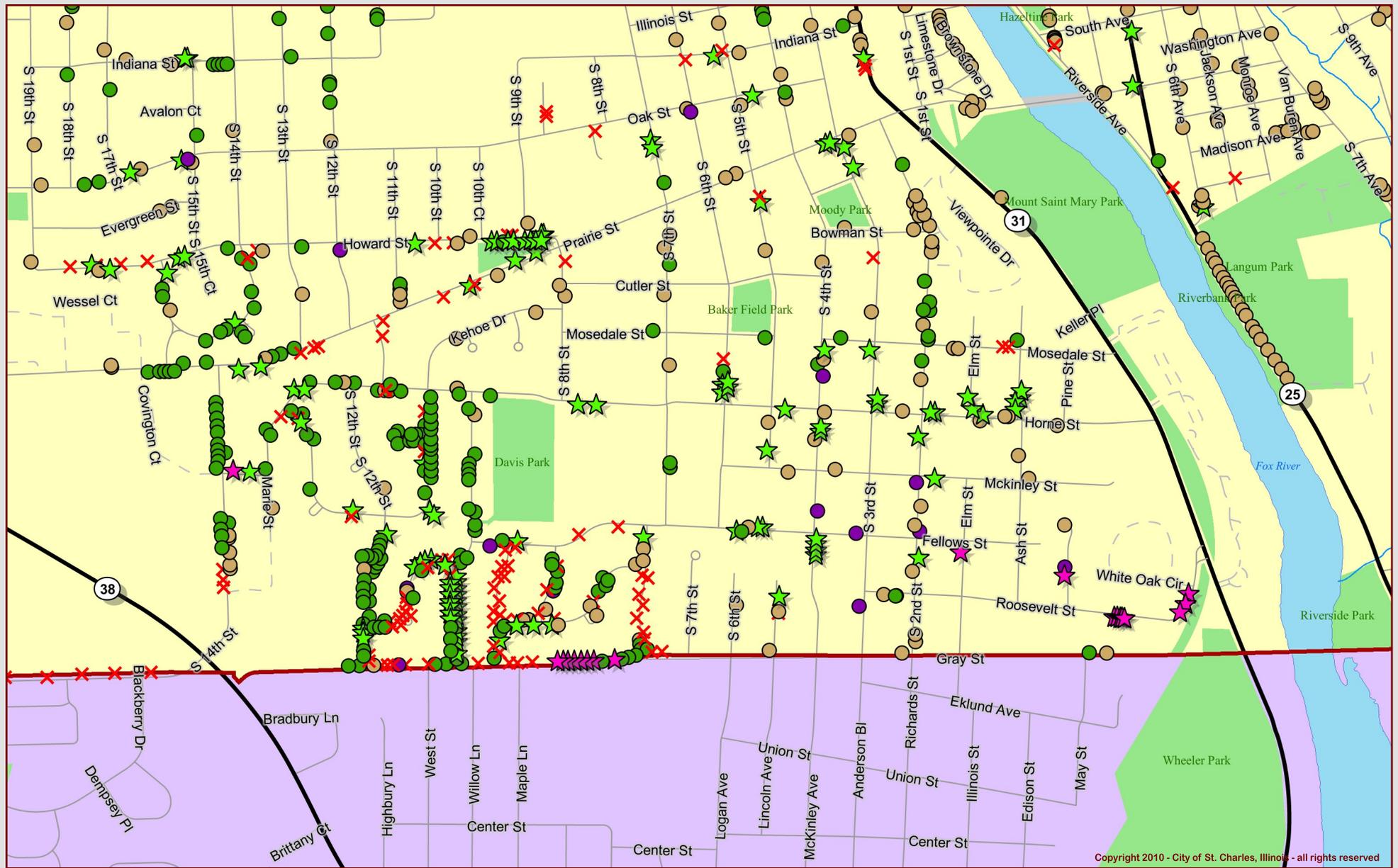
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North American Datum 1983

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Notes: September 2012 GSC EAB Map - SE
Area 2

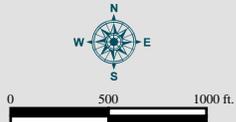
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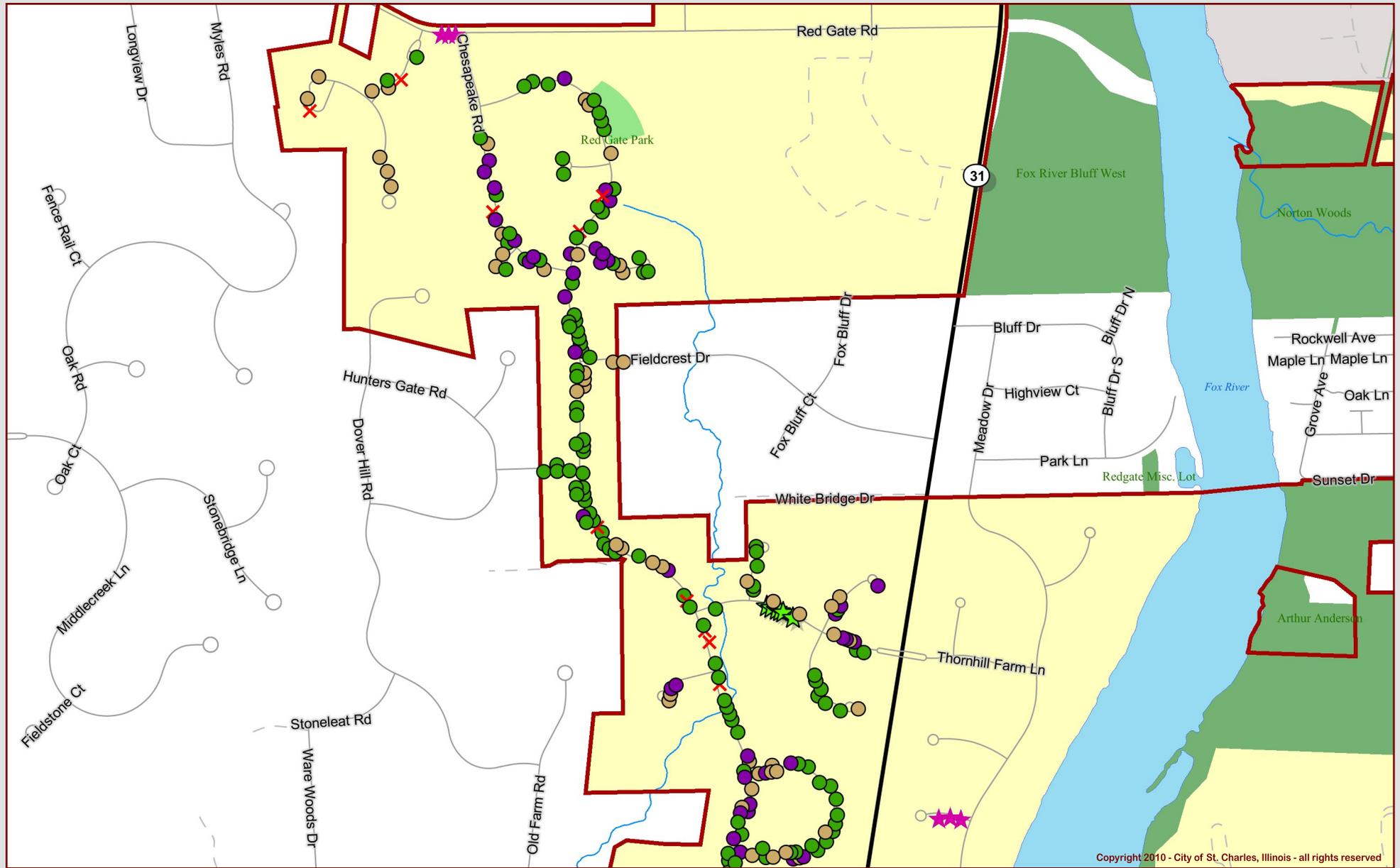
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Dupage County, Illinois

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Notes: September 2012 GSC EAB Map - SW
Area 3

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Notes: September 2012 GSC EAB Map - NW
Area 4

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ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title:	Discussion regarding Ordinance Amending Title 5, “Business Licenses and Regulations,” Chapter 5.08 “Alcoholic Beverages,” Section 5.08.130C “License- Hours of Sales” of the St. Charles Municipal Code
Presenter:	Chief Lamkin September 2012

Please check appropriate box:

	Government Operations	X	Government Services 09.24.12
	Planning & Development		City Council
	Public Hearing		

Estimated Cost:	N/A	Budgeted:	YES		NO	
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If NO, please explain how item will be funded:

Executive Summary:

At the September 4th City Council meeting, an ordinance was presented to modify the permitted service hours for many Class B and C license holders. In response to a request from the license holders, the City Council directed city officials to meet and confer with the license holders to determine if there were steps that could be taken to improve the quality of the city’s downtown and minimize negative incidents.

City officials and license holders met on Wednesday, September 12, 2012. The purpose of this meeting was to discuss the issues and present ideas for consideration. The group met again on Friday, September 21, 2012 to further discuss ideas and discuss a proposal from the license holders. The group has reached a mutual agreement regarding ideas that can be put into place.

The cornerstone of the proposal is the establishment of a “Tavern Association” to serve as a conduit between members and the City for the purpose of creating a safe and healthy business climate in the downtown. Attached is a document proposing a list of additional ideas. In addition to this list, amendments will be made to City ordinance to increase the fines for public intoxication and urination, and fighting.

Attachments: *(please list)*

Tavern Association document
List of members

Recommendation / Suggested Action *(briefly explain):*

The Police Department recommends the proposed ordinance regarding closing time be tabled for 90 days in order to give time for the agreed upon ideas to be implemented and measure their success.

<i>For office use only:</i>	<i>Agenda Item Number: 4.a</i>
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PROPOSAL

To: City of St. Charles

From Rosanova & Whitaker, Ltd.

Re: Liquor Ordinance Amendments

Collectively, the St. Charles Tavern owners have deemed necessary the creation of an Association to represent their collective interests. The Tavern Association will be created as a not-for-profit association under state law and will serve as a conduit between Association membership and the City of St. Charles for the purpose of creating a safe and healthy business climate in the City of St. Charles. Preliminary guidelines of the Association include the following:

- a. The Tavern Association shall create a uniform set of guidelines to assist business owners in the management and oversight of their businesses in accord with agreed upon principals of the Tavern Association, the City of St. Charles and the St. Charles Police Department.
- b. Membership in the Tavern Association shall be voluntary, but shall be encouraged by the City of St. Charles, through enforcement of its liquor ordinance, for all Class – and – liquor license holders with a 2am closing time.
- c. Members shall pay annual dues in support of Association activities.
- d. Members shall annually elect officers of the Association. The duties of the officers shall be set forth in the by-laws of the Association. The President of the Association shall act as a primary point of contact between Association membership and the City (Liquor Commissioner, City Administrator and the Police Department).
- e. The City and the Association shall establish a regular annual meeting schedule with meetings to occur not less than quarterly. The purpose of the regular meetings shall be the establishment of an open discourse regarding ongoing operational issues specifically including: 1) police calls, 2) maintenance of public property, 3) potential Liquor Code amendments, and 4) education of Association members.
- f. In concert with the City, the Association shall annually publish Association guidelines regarding operation of establishments. The Association guidelines shall include educational materials, a copy of the City's Liquor Code, and unique Association rules. The Association guidelines shall be conspicuously maintained at all time for review and consultation by staff members. The rules shall include guidance on uniform Association policies regarding items such as: 1) a policy regarding the responsible alcohol service (no incentive based sales programs), 2) a policy for monitoring service to patrons, 3) a policy for 3rd party (other than a party's individual barter or server) responsibility for monitoring of patrons and the placement of limitation on service (no drinks/no shots), and 4) a policy regarding the thirty minute treatment of an intoxicated person (stop service, offer water, suggest departure, assist with departure, follow-up with police).

- g. The Association shall evaluate reasonable and effective measures to share real-time information amongst establishments through the creation of an email or text message database.
- h. In concert with the Association guidelines, the Association shall publish a basic set of rules to be posted at primary entrances to each member establishment. The rules shall include: 1) 1:20 last call (maximum 1 drink per patron), 2) No re-entry after 1:20, 3) 1:40 last drink served, 4) Strict 2:00 closing time, 5) No fighting policy, 6) Fighting is punishable by **\$500** City Ordinance violation and **permanent ban** from entry to all Tavern Association establishments.
- i. The Association and individual members shall each establish a "Banned List" in consultation and cooperation with the St. Charles Police Department. An Association member may permanently ban a patron from their establishment as they deem fit. All banned patrons shall be reported to the Association for central management of a Tavern Association "Banned List." An individual being banned from a single member establishment may not result in that individual being banned from all member establishments, but an individual banned from three member establishments shall dictate that said individual shall be banned from all member establishments. The Banned List shall be enforced by the St. Charles Police Department through the issuance of a ticket for Criminal Trespass upon an appropriate request of an Association Member.
- j. The Association shall provide all member establishments with information regarding the benefits of background checks for employees. The police department shall, at no cost to an Association member, provide a St. Charles records check.
- k. The Association shall establish a strict education policy. All employees (bartenders, servers, managers, owners and security) shall be Bassett trained. Bassett certification shall be good for 2 years (State law is 4 years). Annually, all employees shall participate in a minimum 1 hour educational class through the Association and the St. Charles Police Department. Owners and managers shall be responsible for employee attendance and completion of educational requirements and shall maintain records of same. No employee may commence work at an establishment prior their review of the Association guidelines and signature of documentation certifying same. All employees shall complete their educational requirements within 60 days of commencing work. No new Tavern shall open prior to completion of the educational requirements.
- l. The Tavern Association, through its officers, shall enforce Association policies. Violation of an Association policy shall be punishable by \$100 fine for each offense. The Association officers shall regularly review fine issuances and shall, in its reasonable discretion, terminate membership in the Association or consult with the City regarding ordinance violations as it deems necessary to maintain the reputation and integrity of the Association and its members.
- m. All Association members shall obtain a unique hand stamp and shall stamp all patrons entering the establishment after the hour of 9:00 pm.
- n. The Association members shall strictly comply with the Liquor Ordinance and other City rules and regulations specifically including occupancy limits.

- o. The City should encourage membership in the Tavern Association through enforcement of its liquor ordinance.

List of participating establishments as of 9/21/2012:

The House Pub

Second Street Tavern

Dawn's Beach Hut

Filling Station

Pub 222

Ray's Evergreen

Beehive

River Rock House

East Side Pub

Alley 64

White Stag



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title: Update regarding Madison Avenue Traffic

Presenter: Chief Lamkin
September 2012

Please check appropriate box:

<input checked="" type="checkbox"/>	Government Operations	X	Government Services 09.24.12
<input type="checkbox"/>	Planning & Development		City Council
<input type="checkbox"/>	Public Hearing		

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

Executive Summary:

The Police & Public Works Departments have continued to monitor traffic on Madison Avenue since the start of construction on East Main Street in April 2012. A recent traffic count shows that the traffic count has increased on Madison Avenue. There have been four crashes occurring between 7th Avenue and S. Tyler since April; all of these related to operator error. The Police Department has utilized regular and directed patrols resulting in a total of 86 warning or state citations on different offenses. Public Works has been advised that East Main Street will be reopening to four lanes of traffic in November which should help alleviate the increased usage of Madison Avenue.

Attachments: *(please list)*

None.

Recommendation / Suggested Action *(briefly explain):*

For information only.

For office use only:

Agenda Item Number: 4.b



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title: Recommendation to approve Agreement with School District 303 for School Resource Officer Services for School Year 2012-2013

Presenter: Chief Lamkin
September 2012

Please check appropriate box:

<input type="checkbox"/>	Government Operations	<input checked="" type="checkbox"/>	Government Services 09.24.12
<input type="checkbox"/>	Planning & Development	<input type="checkbox"/>	City Council
<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>	

Estimated Cost:	Revenue	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:

The annual agreement with D303 for police services in the high schools has been updated for this school year and approved by the D303 school board. The total cost to the district for the school year 2012-2013 is \$128,392.00 for one officer assigned to each of the two schools.

Attachments: *(please list)*

Agreement with School District for two School Resource Officers

Recommendation / Suggested Action *(briefly explain):*

The Police Department recommends approval of School Resource Officer and a Resolution authorizing the Mayor and City Clerk to execute same.

For office use only:

Agenda Item Number: 4.c

AGREEMENT FOR POLICE SERVICES - 2012

THIS AGREEMENT made and entered into this 5th day of September, 2012, by and between the City of St. Charles, a municipal corporation, organized and existing under the constitution and the statutes of the State of Illinois (hereinafter referred to as the "City") and Community Unit School District 303, a unit school district organized under the statutes of the State of Illinois, (hereinafter referred to as "303");

WITNESSETH

WHEREAS, Article 7, Section 10 of the constitution of the State of Illinois, 1970, authorizes units of local government, including municipalities and school districts, to enter into contracts to exercise, combine or transfer any power or function not prohibited to them by law or ordinance; and

WHEREAS, Illinois Compiled Statutes, Chapter 5, Sec. 220/1 et seq., known as the Intergovernmental Cooperation Act, authorizes units of local government in Illinois to exercise jointly with any public agency within the state, including other units of local government, any power, privilege, or authority which may be exercised by a unit of local government individually and to enter into contracts for the performance of governmental services, activities and undertakings; and

WHEREAS, 303 has determined that it is in its best interests to provide police liaison services at its facilities, which are located within the City of St. Charles; namely, St. Charles North High School and St. Charles East High School, hereinafter referred to as "Schools"; and

WHEREAS, the City is a home rule unit which may exercise any power or function relating to its government and affairs; and

WHEREAS, the City's agreement to provide additional police services for 303 are actions which relate to the government and affairs of the City.

NOW, THEREFORE, for and in consideration of the mutual promises and undertakings set forth herein, and for other good and valuable consideration, the sufficiency of which is hereby acknowledged, the parties hereto hereby agree as follows:

1. Term of Agreement. This agreement shall become effective on August 22, 2012, and terminate on June 3, 2013.

2. Description of Services. The City through its police department shall provide a total of two (2) sworn officers to Schools, one officer per school (Hereinafter referred to as "Officers").

a. This Agreement is made pursuant to City's School Resource Officer (SRO) program. Generally this program involves the assignment of a City of St. Charles police officer to Schools. The base salary including fringe benefits of the assigned officers shall be entirely provided by

City with the exception of any and all overtime expenses incurred as a direct result of the SRO Program pursuant to this agreement which shall be paid by 303 at the particular officer's applicable rate. Although the officers shall remain employees of the City of St. Charles, upon assignment such officers shall work with and be under the general direction of 303 staff and shall establish and operate such programs and activities consistent with the intent of this program. Each sworn police officer shall be assigned to a specific school. Although remaining an employee of the City, the responsibility for direction and supervision of Officers when assigned to school duties shall be borne by 303. Officers shall work in the school as a member of the school's guidance team and serve many of the roles associated with a dean's assistant.

b. In addition to normal school duties, Officers shall attend specified extracurricular activities of Schools at the school administration's direction when possible and not in conflict with the Metropolitan Alliance of Police Chapter 27 (MAP) contract. These activities shall involve but may not be limited to athletic events and school-sponsored dances.

c. Although certain levels of counseling may be a part of the Officers' duties, serious counseling needs shall be referred to the School's professional staff.

d. As a member of the police department, Officers shall conduct original investigations of all criminal and quasi-criminal acts which occur during the regular school day which would have previously necessitated the dispatch of a patrol unit. In addition to conducting original investigations, Officers shall be assigned cases for follow-up through the City's Investigations Section. The criteria for assignment are the offender or victim's school assignment; time, date, and offense are secondary. Officers shall conduct such investigations in conjunction with other school responsibilities within reason. In any instance where a Police Officer becomes aware of a violation of school rules, not including violations of law, unless the situation is one requiring immediate action and investigation by the Police Officer due to imminent danger of harm to students or staff, the Officer shall refer the violation to the Dean's Office for follow-up investigation by the School. The School may request the continued participation or involvement of the Police Officer, as may be needed to complete its investigation. Searches and student interviews should be coordinated with school officials, except those instances where a Police Officer acts to prevent imminent harm to students or staff.

e. During extended school breaks, Officers shall be assigned in the City's police department as operationally necessary and directed by the Chief of Police.

f. The duties of Officers may include but are not limited to the following:

i. Promote rapport between police officers and students in the school.

- ii. Promote a working relationship with school staff.
- iii. Promote working relationships with other police liaisons within the 303 School District.
- iv. Meet periodically with building and district administration to discuss and evaluate police counselor activities.
- v. Make presentations to students, parents, and staff members on law and law enforcement, safety and good citizenship.
- vi. Refer troubled students to proper professional help within the student services division of the school and police department.
- vii. Plan preventive substance abuse programs.
- viii. Work with parents on runaway students.
- ix. Deal effectively with juvenile offenders.
- x. Assist school officials in the enforcement of truancy laws and work with truancy detail.
- xi. Represent the school on any criminal, misdemeanor, or traffic court action involving the students as appropriate.
- xii. Work beyond regular scheduled hours when required to successfully complete an assignment or case.

3. Staffing. The program shall consist of the City assigning one officer to St. Charles North High School and one officer to St. Charles East High School to act as the SRO for the respective schools. Each SRO shall begin his or her duties on the first day of school and continue each day that school is in session until the last day of classes. If during the term of this Agreement, the School Superintendent shall determine that either of the Officers is not suitable or is not able to meet the expectations of the School District, the Superintendent shall confer with the Chief of Police regarding the concern. If the concern cannot be addressed or resolved by action of the Chief of Police to the satisfaction of the School Superintendent, the Superintendent can request the assignment of a new Officer to the appropriate School. If the Chief of Police elects not to assign a new Officer to the School, the Superintendent shall have the right to terminate this Agreement upon 30 days' written notice to the Chief of Police. At the end of such 30 day notice, the District shall have no continued or remaining payment obligations for any additional services. The Police Department shall prorate the cost of services up to that point of the year and issue a final bill to the District for such police services.

4. Salaries and Other Related Costs. The cost of Officers' salaries and benefits for the school year of 2012/2013 is \$64,196 each, for a total of \$128,392 for two officers. Pursuant to an Intergovernmental Agreement entered into by and between the City and 303 on August 15, 2011, the costs for services for school year 2012/2013 shall be waived.

Any overtime expenses necessitated by District scheduling requirements and in conjunction with Officers' duties shall be paid for by 303 at the Officer's overtime rate as established by the City through contractual agreements. Such overtime hours shall include but are not limited to the Officer's attendance at school dances, athletic events, or other school-related extra-curricular activities scheduled by 303.

City shall calculate overtime costs as approved by 303 and submitted by the Officers, and then bill 303 for any overtime costs incurred. Billing shall occur at the end of each semester period for the Officers' salaries and any overtime.

Additionally, 303 shall provide Officers office workspace, telephone and other related commodities as previously contributed.

5. Hours of Work. The days and hours of work are to be consistent with 303's 2011/2012 school calendar normal school hours of operation.

6. Assignment of Employees. All police department employees assigned to the 303 facility shall be at the determination and discretion of the City and the Chief of Police, with input from 303.

7. Status of Employees. All City employees assigned to providing police services for 303 shall remain City of St. Charles employees and shall not have any right, status or benefit of 303 employment.

8. Payment of Employee. 303 shall not be liable for the direct payment of salaries, wages or other compensation to City of St. Charles employees except as otherwise specifically provided herein.

9. Relationship of Parties. It is understood by the parties hereto that City and its employees are independent contractors with respect to 303, and no City employee assigned to 303 is an employee of 303. 303 shall not provide fringe benefits, including health insurance benefits, workers' compensation, retirement, paid vacation, or any other employee benefit, for the benefit of any City employee. This agreement shall not be construed to create a partnership, joint venture, employment or agency relationship, and shall not create any additional duties, either special or otherwise, on City. It is

therefore understood that the School District is not a party to the City's Collective Bargaining Agreement.

10. Assignment. The obligations of the parties hereto may not be assigned or transferred to any other person, firm, corporation, or body politic without the prior written consent of both parties hereto.

11. Performance of Service. Officers shall perform general law enforcement duties and such other duties as assigned by the Chief of Police, consistent with the provisions of this agreement and on the grounds of an institution of education. City shall determine and apply standards for performance and discipline used in the delivery of the contract police services. It is agreed and understood that the services the City will be providing pursuant to this agreement are general law enforcement services only and that no special duty shall be deemed to be created by this agreement. It is further understood and agreed that this agreement is not intended nor shall be construed to alter, limit or constitute a waiver of any of the civil immunities afforded the City and/or its employees pursuant to the Local Governmental and Governmental Employees Tort Immunity Act at 745 ILCS 10/1-101, et seq., as amended, it being agreed that all of the civil immunities set forth in such Act, as amended, shall fully apply to any claims asserted or which might be asserted against the City and/or its employees as a result of this agreement or any of the actions of the parties pursuant to this agreement. Without limiting the foregoing, it is further agreed and understood that the City and/or its employees as a result of this agreement or any actions of the parties pursuant to this agreement shall not be liable to 303 or to any other person or entity for failure to provide adequate police protection or service, failure to prevent the commission of crimes, failure to detect or solve crimes or the failure to identify or apprehend criminals.

12. Accountability of Employees. Officers shall at all times be under the ultimate direction and control of the Chief of Police of the City.

13. Interruptions in Service. The parties hereto acknowledge and understand that temporary regular or special deployment of Officers may be necessary. Any and all such redeployment shall be at the sole discretion of the City's Chief of Police or his designee. In the instance of any such redeployment the City shall provide prompt notice to Schools.

14. Absence of Employees. In the event of the unavailability of any Officer due to extended sickness, injury, use of benefit time, or any other reason, such Officer shall be temporarily replaced by another City police employee as determined by the Chief of Police at no additional cost to

School. In any such instance, the City shall provide prompt notice to the applicable School as to the nature of the absence, the expected duration, and the identity of the replacement officer.

15. Work Slowdown. In the event the City experiences any work slowdown or stoppage in its police force, the level of service provided to 303 under this agreement shall be at the discretion of the Chief of Police with adjustments in payment by 303 accordingly.

16. Additional Services. Any and all necessary backup services, including equipment and personnel, required to assist Officers in the performance of the obligations under this agreement shall be at the sole discretion and control of the Chief of Police of the City.

17. Penalty for Breach. In the event that either party fails to perform its obligations under this agreement, and if said failure to perform shall continue for thirty days after written notice thereof is given to the party having failed to perform, the other party may terminate the agreement. 303 shall be liable for payment to the City for actual costs incurred through the proposed termination date. In such event the City shall not be liable to 303 for any damages, either direct or indirect.

18. Payment. Payment for services provided under this agreement shall be waived pursuant to the terms of the Intergovernmental Agreement entered into by and between the City and 303 on August 15, 2011. City and 303 agree that any overtime costs that are incurred under this agreement shall be the responsibility of 303. The City shall generate invoices for overtime and/or extra duty immediately after said overtime duty has occurred. Payments shall be made by 303 within fifteen days of receipt from the City.

19. Notices. All notices required or permitted under this agreement shall be in writing and shall be deemed delivered in person or deposit in the United States mail, postage prepaid, addressed as follows:

City of St. Charles:

Chief James Lamkin
St. Charles Police Department
211 North Riverside
St. Charles IL 60174

School District 303

Superintendent Donald Schlomann
Community Unit School District 303
201 South 7th Street
St. Charles IL 60174

20. Entire Agreement. This agreement contains the entire agreement of the parties hereto and there are no other promises or conditions or any other agreement whether oral or written. This agreement supersedes any prior written or oral agreements or negotiations between the parties.

21. Amendment. This agreement may be modified or amended only through a written amendment executed by both parties hereto.

22. Severability. If any provision of this agreement shall be held to be void, invalid or unenforceable for any reason, the remaining provisions shall remain in full force and effect.

23. Waiver of Contractual Right. The failure of either party to enforce any provision of this agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this agreement.

24. Applicable Law. This agreement shall be governed by the laws of the State of Illinois. Any action brought pursuant to this agreement shall be brought in the Circuit Court of Kane County, Illinois.

IN WITNESS WHEREOF, the parties hereto have executed this agreement at St. Charles, Illinois on the date first written above.

COMMUNITY UNIT SCHOOL
DISTRICT 303

By  _____

CITY OF ST. CHARLES

By _____
Mayor

Attest:

City Clerk



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title: Update regarding stop signs at 7th Street and State Street

Presenter: Chief Lamkin
September 2012

Please check appropriate box:

	Government Operations	X	Government Services 09.24.12
	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 staff was asked to provide more information at the next Government Services. The Police Department did meet with the resident who requested this review. Although the study did not meet warrants to install the stop sign, per the conversation, several other safety measures will be taken at this location, which include:

- Striping at the crosswalk
- Installation of signage notating either “Children at Play” or “School Bus Stop Ahead”

Upon review, if it appears necessary, the bus stop location can be relocated with the assistance of D303. The stop is presently at the southeast corner of the intersection.

Attachments: *(please list)*

GIS image of crosswalks

Recommendation / Suggested Action *(briefly explain):*

For information only.

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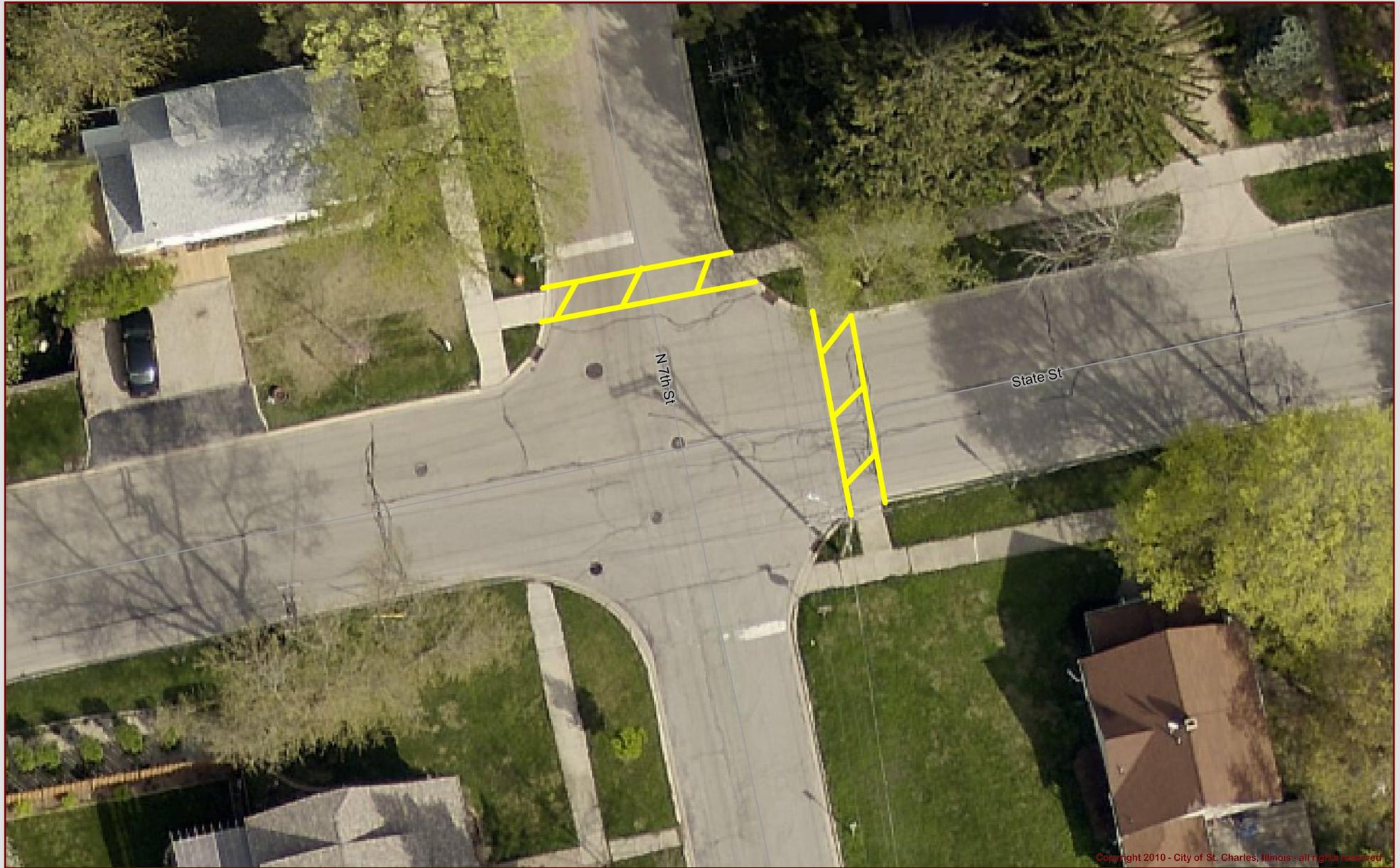


City of St. Charles, Illinois

Two East Main Street St. Charles, IL 60174-1984
Phone: 630-377-4400 Fax: 630-377-4440 - www.stcharlesil.gov

Precision GIS

DONALD P. DEWITTE *Mayor*
BRIAN TOWNSEND *City Administrator*



Copyright 2010 - City of St. Charles, Illinois - all rights reserved

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

0 11 22 ft.

Printed on September 19, 2012 10:12:24 AM CDT

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	AGENDA ITEM EXECUTIVE SUMMARY	
	Title:	Recommendation to approve a request from Downtown St. Charles Partnership to close 1 st Street and host Lighting of Lights in the 1 st Street Plaza on Friday, November 23, 2012
	Presenter:	Chief Lamkin September 2012

Please check appropriate box:

<input type="checkbox"/>	Government Operations	<input checked="" type="checkbox"/>	Government Services 09.24.12
<input type="checkbox"/>	Planning & Development	<input type="checkbox"/>	City Council
<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>	

Estimated Cost:	PW: \$1,200 Total: \$1,200	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:

The Downtown St. Charles Partnership is requesting to hold the Lighting of the Lights event at the 1st Street Plaza again this year. The request includes the following:

- Closure of 1st Street from Main St. to the entrance of the parking deck from 4 – 7 p.m.
- Use of amplification/loudspeaker system

The only additional request for approval to add to the event from last year is to provide a holiday tree sales booth on the northeast corner of 1st Street – the pad where The Manor used to be. Approval of this request would allow Swan’s Tree Sales to set up for the event and sell trees through the holiday season.

Again this year, the barricades already reserved for the parade on Saturday can be utilized for the closure and will not add additional costs for their use. Any electric power used for the tree sales shall be metered and billed to the vendor.

The event sponsor has met the Special Events request requirements. Committee will need to consider the requested closure and use of public space and approve the addition of having a tree sales stand.

Attachments: *(please list)*

Diagram of the event; Christmas Tree lot layout

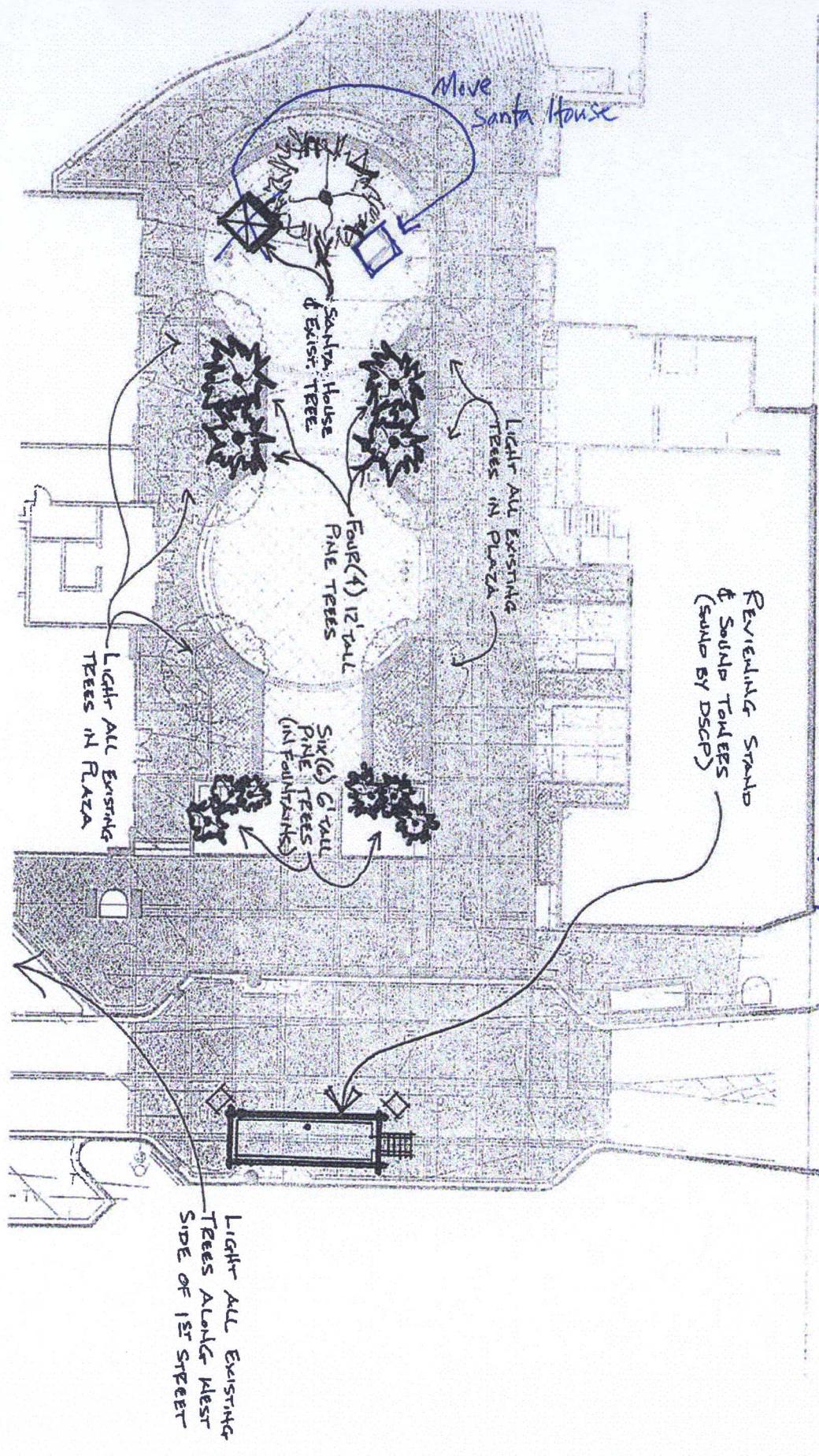
Recommendation/Suggested Action *(briefly explain):*

The Police Department recommends approval

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

Revised 1st St. Plaza Lighting Plan

Revised ~~21 Sept 2011~~ ~~05 Oct 2011~~ 8/22/12



RECEIVED

SEP 18 2012

Ag'd 430 on 9/17/2012
Building & Code Enforcement
St. Charles, IL

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



Department: Building & Code Enforcement Division Phone: (630) 377-4406 Fax: (630) 443-4638

Application for Building Permit – Outdoor Sales or Events

Application Date: 9-18-2012 Parcel No. _____ Permit No. _____

Please Print All Information

I, do hereby apply for a permit for the following work located

at 50 S. 1st Street Estimated: 0

Description of proposed work: Christmas tree lot

Check List for Submittal of Application:

- Building Permit Application – Completely Filled Out.
- Two-2 copies of the Plat of Survey or site plan showing:
 - a. Location of the proposed Temporary Outdoor Sales Area or Open Sales Lot, including structures such as tents, etc.
 - b. Certificate of flame proofing for tents.
 - c. Details on electric provided.
 - d. Details and location on fire extinguishers.
 - e. Location of existing parking spaces and access drives.
 - f. Any proposed signage
- Description of merchandise that will be sold.
- Signature of authorization from the owner.
- Period of time requested for Open Sales Lot or Outdoor Sales Area.
Date of Installation: Nov 23 Date of Removal: Dec 22nd
- Refer to Information Packet for Detailed Information Hrs 10 AM - 9 PM - 7 Days a week

Owner of Property

Name: City of St Charles
Address: 2 E. Main St
City/State/Zip Code: St Charles IL
Phone: _____

Applicant/Contact

Name: Gary Swan
Address: 24 Center Dr unit 3
City/State/Zip Code: Gilberts IL 60136
Phone: 847 343-8834

General Contractor

Name: Swan Contractors
Address: 24 Center Dr unit 3
City/State/Zip Code: St Charles IL 60136
Phone: 847-343-8834

Electrical Contractor

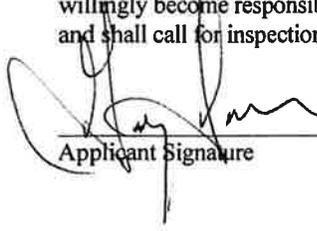
Name: Bernardoni Electric
Address: Tollgate rd
City/State/Zip Code: Elgin IL
Phone: 847-697-2700

Continued on reverse side

Certificate of Insurance
will be submitted on Tuesday
9-18-2012

Please Print All Information

I, the undersigned, certify that if a permit is issued to me, I will comply with all provisions of the building, plumbing, electric and other applicable ordinances of the City of St. Charles and shall perform all work, or cause all work to be performed according to the provisions of said ordinances. I, or my agent, shall personally supervise the work and shall do, or cause to have done, said work according to plans, specifications and other written information supplied as a part of this application. I am familiar with the applicable ordinances and the provision thereof and in signing this application do willingly become responsible for all work accomplished under the permit by all contractors, tradesmen and workmen, and shall call for inspections as required at a minimum of 24-hours before they become due.



Applicant Signature

Authorized Signature of Property Owner
(if different from applicant for a temporary sign, banner, etc.)

Report of the Building Official

Remarks: _____

Accepted: _____ Rejected: _____ Date: _____

Signed: _____

02/2011

For Office Use
Received <u>9/18/2012</u>
Fee Paid: <u>60 -</u>
Receipt #: <u>4110916</u>
Check #: <u>30432</u>

SUAN CONTRACTORS-

Free standing 8x10 Sales Shed

Sales House

Tree Storage

Dumpster

Sign 4'x20'

Parking For Loading

S 1st St

Elev. 400

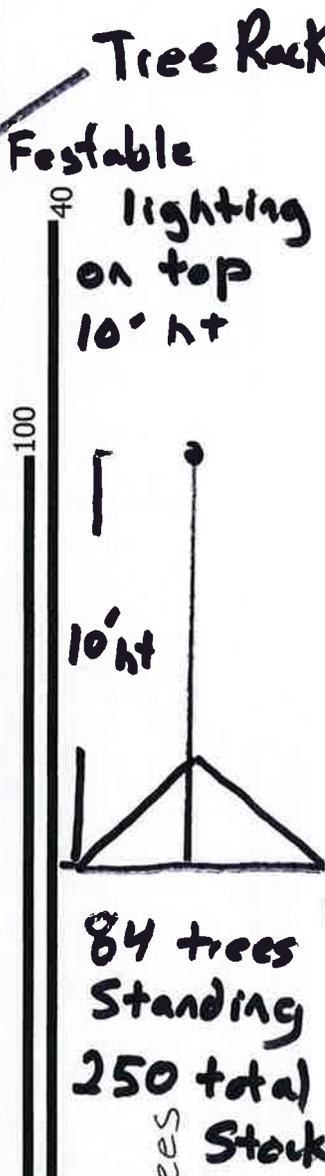
Google earth

© 2012 Google

feet
meters

100

40



84 trees Standing
250 total Stock

Google earth

Swan's Quality Trees

50

4

20'

Swan's Christmas Trees wreaths
+ roping

Nice Banner By sign company



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title:	Recommendation to Approve a Resolution for the Closure of IL Route 64 and IL Rt. 31 on November 24, 2012 for the Holiday Homecoming Parade
Presenter:	Chief Lamkin September 2012

Please check appropriate box:

<input type="checkbox"/> Government Operations	<input checked="" type="checkbox"/>	Government Services 09.24.12
<input type="checkbox"/> Planning & Development		City Council
<input type="checkbox"/> Public Hearing		

Estimated Cost:	Police: \$3,264.00 Fire/EMA: \$432.00 PW: \$9,160.49 Total: \$12,856.49	Budgeted:	YES	<input checked="" type="checkbox"/>	NO	
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If NO, please explain how item will be funded:

Executive Summary:

Closure of state roadways requires formal approval from the Illinois Department of Transportation. The Downtown Partnership is requesting Committee and Council approval of a resolution that will be submitted to IDOT for the closure of Routes 64 and 31 from 5:30 – 7:30 p.m. on Saturday, November 24, 2012 for the annual Electric Christmas parade.

In addition, approval of amplification for this event is needed from the Committee.

Attachments: *(please list)*

Resolution

Recommendation/Suggested Action *(briefly explain):*

The Police Department recommends approval of a Resolution authorizing the closure of IL Rt. 64 and IL Rt. 31 for the Holiday Homecoming Parade.

For office use only:

Agenda Item Number: 4.f

City of St. Charles, Illinois
Resolution No. _____

**A Resolution Requesting the Closure of Routes 64 and 31 for the
Electric Christmas Parade**

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

WHEREAS, the Downtown St. Charles Partnership is sponsoring an Electric Christmas Parade in the City of St. Charles, and;

WHEREAS, this Parade will require the temporary closure of Main Street (Route 64) and Second Street (Route 31) state highways 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 Main Street (Route 64) and Second Street (Route 31) on Saturday, November 24, 2012 from 5 p.m. to 8:30 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 westbound on Route 64: south on 5th Avenue (Route 25) to Illinois Avenue, west to 7th Street, north to Route 64. For southbound on Route 31: west on State Street from Route 31 to 7th Street, south on 7th Street to Illinois Street, east on Illinois Street to Route 31. For eastbound Route 64 and northbound Route 31, 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:



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title:	Approval of an Ordinance Amending Title 2 “Administration and Personnel” of the St. Charles Municipal Code – Various Revisions
Presenter:	Mayor DeWitte

Please check appropriate box:

	Government Operations	X	Government Services (9/24/12)
	Planning & Development		City Council
	Public Hearing		

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

Executive Summary:

This is a housekeeping ordinance to update some of the City commissions and boards in Title 2 “Administration and Personnel” of the St. Charles Municipal Code:

Chapter 2.14 “Board of Health,” Chapter 2.15 “First Street Public Space Design Committee,” Chapter 2.16 “Board of Local Improvements,” Chapter 2.25 “Housing Commission,” Chapter 2.26 “Youth Commission,” Chapter 2.28 Plan Commission, and Chapter 2.29 “St. Charles Cultural Commission.”

Attachments: *(please list)*

Ordinance

Recommendation / Suggested Action *(briefly explain):*

Recommendation to approve an Ordinance Amending Title 2 “Administration and Personnel” of the St. Charles Municipal Code – Various Revisions.

<i>For office use only:</i>	<i>Agenda Item Number: 5.a</i>
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**City of St. Charles, Illinois
Ordinance 2012-M-**

**An Ordinance Amending Title 2 “Administration and Personnel,
~~Chapter 2.14 “Board of Health,” Chapter 2.15 “First Street Public
Space Design Committee,” Chapter 2.16 “Board of Local Improvements,”
Chapter 2.25 “Housing Commission,”
Chapter 2.26 “Youth Commission,” Chapter 2.28 Plan
Commission, Chapter 2.29 “St. Charles Cultural Commission,”
And Chapter 2.46 “St. Charles 708 Mental Health Board of the
St. Charles Municipal Code – Various Revisions~~**

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

Section 1. That ~~Chapter~~ *Title 2, “Administration and Personnel,” Chapter 2.14,* entitled “Board of Health,” of ~~Title 2, “Administrative and Personnel,”~~ of the St. Charles Municipal Code, is hereby repealed in its entirety, *and in lieu thereof the following new Chapter 2.14 shall be added as follows:*

“ *Chapter 2.14*

BOARDS AND COMMISSIONS

Sections:

- 2.14.010 Applicability.*
- 2.14.020 Removal/Vacancy.*

2.14.010 Applicability.

This Chapter shall be applicable to all Boards and Commissions provided for in this Title, where Board members or Commissioners are appointed by the Mayor, except to the extent otherwise preempted by law.

2.14.020 Removal/Vacancy.

Any member of a Board or Commission may be removed by the Mayor for absenteeism, neglect of duty, misconduct or malfeasance in office, after being given a written statement of the charges and an opportunity to respond within 30 days and be heard thereon. Any Board member or Commissioner who is absent from three (3) consecutive regular meetings of the Board or Commission shall be deemed to have resigned from the Board or Commission, and a vacancy may be declared to exist by the Mayor. “

Section 2. That *Title 2, "Administration and Personnel,"* Chapter 2.15, ~~entitled "First Street Public Space Design Committee," of Title 2, "Administrative and Personnel,"~~ of the St. Charles Municipal Code, is hereby repealed in its entirety.

Section 3. That *Title 2, "Administration and Personnel,"* Chapter 2.16, ~~entitled "Board of Local Improvements," of Title 2, "Administrative and Personnel,"~~ of the St. Charles Municipal Code, is hereby repealed in its entirety.

Section 4. That Title 2, "~~Administrative~~*ion* and Personnel," Chapter 2.~~2525~~, "Housing Commission," Section 2.25.090 "~~Voting~~*Voting*/Quorum" be and is hereby amended by deleting the same and substituting the following therefore:

"2.25.090 Voting/Quorum

Each Commission member, including ex-officio members, shall have one vote and all votes shall be decided by a majority of a quorum. A quorum shall consist of ~~four~~*five (5)* or more members."

(Ord. 2005-M-57 § 1.)

Section 5. That Title 2, "~~Administrative~~*ion* and Personnel," Chapter 2.26, "Youth Commission," Section 2.26.010, "Composition," Section 2.26.020, "Purpose," Section 2.26.030, "Members – Appointment," and Section 2.26.050, "Members – Terms to Begin When" be and ~~are~~*is* hereby amended by ~~deleting~~ the same and substituting the following therefore:

"2.26.010 Composition.

The St. Charles community ~~Y~~*youth* ~~C~~*ommission*, from and after May 1, 1967, shall consist of ~~five~~*ten (10)* members ~~who shall be residents of the city.~~

(Ord. 1967-12 § 1; Ord. 1965-7 § 1.)

2.26.020 Purpose.

The overall purposes of the ~~Y~~*youth* ~~C~~*ommission* shall be to encourage the continuing betterment of opportunities for the wholesome development of youth in the St. Charles community.

(Ord. 1965-7 § 2.)

2.26.030 Members - Appointment.

The ~~seven~~*ten (10)* members of the ~~Y~~*youth* ~~C~~*ommission* shall be appointed by the mayor with the approval of the city council commencing as of May 1, 1967. No more than three (3) of the commission members can reside outside the city limits. The chairman shall be elected by the commission from its own membership. The commission shall also elect as many officers as it may choose.

(Ord. 2004-M-16 § 1; Ord. 1967-12 § 3; Ord. 1965-7 § 3.)

2.26.050 Members - Terms to begin when.

~~The terms of the members of the commission shall begin on March 15, 1965, and on May 1, 1967; Members shall be appointed to a term of two (2) years; the terms of the appointments shall coincide with the fiscal year of the city beginning on May 1st of each year. (Ord. 1965-7 § 6.)~~

Section 6. That Title 2, “Administration and Personnel,” Chapter 2.28, “Plan Commission,” Section 2.28.060E, “Powers, Item E” be and is hereby amended *to read as follows: by adding the following to end of sentence therefore:*

“E. To exercise such other powers as may be conferred by the City Council (*cross referenced to Section 17.04 of the City Code regarding powers and duties*).”

Section 7. That Title 2, “Administration and Personnel,” Chapter 2.29, “St. Charles Cultural Commission,” Section 2.29.060E, “Duties, Item E,” Section 2.29.070, “Annual Report,” and Section 2.29.300, “Meetings” be and *are* hereby amended by deleting the same and substituting the following therefore:

“2.29.060 Duties.

E. Make recommendations of a budget for the provision of services. ~~provided such budget shall be two and one-half (2.5%) percent of the amount estimated by the Government Operations Committee to be received by the City from the Municipal Hotel Operator’s Occupation Tax pursuant to Chapter 3.32 of the St. Charles Municipal Code.~~
(Ord. 2002-M-22 § 1; Ord. 2001-M-5 § 1; Ord. 2000-M-9 § 1; Ord. 1998-M-29 § 1; Ord. 1997-M-28 § 1; Ord. 1995-M-50 § 1.)

2.29.070 Annual Report.

~~No later than March 15 of each~~ *Each* year the St. Charles Cultural Commission shall make a report to ~~the year the St. Charles Cultural Commission shall make a report to~~ the Government Operations Committee of the City Council which shall include its recommendations relative to a budget, allocation of funds for services and recommended contracts relative to the fiscal year beginning May 1 of the year such report is given; and such report shall also include an analysis of the effectiveness of such services being provided including the number of participants and estimated numbers taking advantage of such services.
(Ord. 2001-M-5 § 1; Ord. 1995-M-50 § 1.)

2.29.300 Meetings.

~~The Commission shall meet at least four times a year.~~ The Commission members shall set the time and place ~~for~~ the meetings ~~as necessary of the Commission.~~
(Ord. 2001-M-5 § 1; Ord. 1995-M-50 § 1.)

Section 8. That Title 2 “Administrative and Personnel,” ~~add a new chapter entitled Chapter 2.46 “St. Charles 708 Mental Health Board,”~~ be and is hereby amended by the following therefore:

Section 89. That after the adoption and approval hereof the Ordinance shall (i) be printed or published in book or pamphlet form, published by the authority of the Council, or (ii) within thirty (30) days after the adoption and approval hereof, be published in a newspaper published in and with a general circulation within the City of St. Charles.

PRESENTED to the City Council of the City of St. Charles, 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

City Clerk

COUNCIL VOTE:

Ayes: _____

Nays: _____

Absent: _____

APPROVED AS TO FORM:

City Attorney

Date: _____



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title:	Recommendation to approve Mechanical Repairs to Rooftop HVAC Units from Storm Damage at Century Station and the Municipal Center Building
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Presenter:	Peter Suhr
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Please check appropriate box:

	Government Operations	X	Government Services 09.24.2012
	Planning & Development		City Council
	Public Hearing		

Estimated Cost:	\$25,000	Budgeted:	YES	X	NO	
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If NO, please explain how item will be funded:

Executive Summary:

On July 1, 2012, a major storm traveled through the City of St. Charles. Hail from the storm caused significant damage to the condenser coils on three (3) separate mechanical roof top units on the Municipal Building and two (2) separate roof top units on the Century Station Building. The condenser coils have been damaged beyond repair and will need to be replaced to restore cooling demand in the two buildings.

City staff has submitted an insurance claim for the damage which totals \$49,797 (\$37,656 for the Municipal Building and \$12,141 for Century Station). There is a single deductible of \$25,000 for all of the damage on both buildings.

Our preferred mechanical vendor, Service Mechanical Industries, has provided us a quote and will repair the units upon approval.

Attachments: *(please list)*

Proposal from Service Mechanical Industries
Bid Waiver

Recommendation / Suggested Action *(briefly explain):*

Staff recommends approval of a \$25,000 insurance deductible for the repairs of five separate roof top units and approval of the Service Mechanical Industries proposal to perform the work.

<i>For office use only:</i>	<i>Agenda Item Number: 6.a</i>
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Proposal for condenser coils and Hail Guards for City of St Charles and Century Station

City of St Charles:

#0756 – M#50EYB030-31766, S#3700F31766 – need (1) condenser coil, (2) dryers, & (1) hail guard
Council Chambers unit needs a Hail Guard and Unit #0764 CARRIER 50HJ-017-61439 S# 3500F28985
– hail guard only
#0762 – M# 50EKB038-61443, S#3700F31738 – needs (2) condenser coils, (2) driers, & (2) hail
guards

Total cost is \$37,656.00.

Century Station:

Carrier - 48TJD016 Serial 0999F02264 - Hail guard only.
Carrier - 48TJD028 Serial 1699F13250 - Need condensing coil, liquid line drier and hail guard.

Total Cost is \$12,141.00.

Coils are in stock at the factory, 5-7 business days.

These prices are without a rush delivery. They could not quote me a price for the delivery without really doing it. I would like Steve Riebe and Kevin to finish the maintenance first and then install the coils because I would have to order the equipment and get it scheduled. . As soon as you give me the approval I will move on getting equipment and hail guards made.

*Thank You,
Steve Stark*



**50 E. Commerce Drive
Suite 100
Schaumburg, IL 60173-5309
(847) 342-9100 Office
(847) 342-9104 Fax
stevestark@servicemechanical.com**

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:

Service Mechanical Industries
50 E. Commerce Drive, Suite 100
Schaumburg, IL 60173

For the purchase of: Mechanical System Repair/ Modification Work.

At a cost not to exceed: \$ 49,797

Reason for the request to waive the bid procedure: Service Mechanical is our preferred vendor for mechanical work on our facilities and has been under contract with the City for over ninth years. We also received one additional comparable quote from Atomic Mechanical Services in the amount of \$53,740. Service Mechanical is the most qualified contractor for this works and is most cost effective.

Other Quotations Received: None

Date: 9/24/2012

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 Mechanical Improvements at Police Building

Presenter: Peter Suhr

Please check appropriate box:

	Government Operations	X	Government Services 09.24.12
	Planning & Development		City Council
	Public Hearing		

Estimated Cost:	\$37,568	Budgeted:	YES	X	NO	
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If NO, please explain how item will be funded:

Executive Summary:

For several years, city staff within the Police facility has occasionally endured extreme heat conditions within their work environment during the winter months. The aging mechanical system does not currently provide cooling controls and therefore, at times, can become uncomfortably hot in the offices and training room. Our mechanical service provider, Service Mechanical, with assistance from City staff has tried several, less expensive and less intrusive alternative modifications, unfortunately with dismal results.

Based on the recommendations from Service Mechanical, staff has budgeted and is proposing to add 100% outdoor air economizers to two (2) separate air handling unit's serving the Police Station. The modifications to the existing mechanical system will provide the needed cooling controls during the winter months for the Training Room, Investigations Offices and some Administrative Offices.

Attachments: *(please list)*

Proposal from Service Mechanical Industries
Bid Waiver

Recommendation / Suggested Action *(briefly explain):*

Staff recommends approval of mechanical improvements to the Police Facility, waiving the bid procedure and awarding the work to Service Mechanical Industries in an amount not to exceed \$37,568.

For office use only:

Agenda Item Number: 6.b

Monday, September 10, 2012

Mr. Tony Whittaker
City of St. Charles
2 E. Main St.
St. Charles, IL 60174

Re: Adding 100% Outdoor Air Economizer to 2 Air Handling Unit's serving the St. Charles Police Station

Dear Mr. Whittaker:

After meeting on August 16th with the St. Charles Police Department and the St. Charles Building Department, we identified the work to be done in priority order. It was determined that the Training Room and Investigations Offices would be the first area's to be addressed.

However, there is still the issue of if relief air will be required (and this can't be answered until the project is submitted to the building department for review.) In order for us to provide an accurate price, we must assume that these relief air options will be required. In light of this uncertainty, we have proposed the work to be completed this year in 2 different ways.

- OPTION #1- Only complete the Training Room work. The totals would be the same as originally proposed, and would save approximately 1/3 of the total project budget for this year. The dollars saved this year would be applied towards completing the remaining work next year.
- OPTION #2- We will modify our proposed design of the economizer for the Investigations Offices, eliminating several of the motorized actuators and dampers. In place of this digitally controlled sequence, we will install a gravity damper (probably in a main hallway) ducted to the roof that will allow building pressure to relieve itself as necessary, without any electrical or mechanical input. These design modifications are made solely for cost savings. This option will reduce your overall cooling effectiveness when in economizer mode, because instead of bringing in 100% outdoor air, it will probably be more like 80% or 90% outdoor air.

Below are both options pricing and project scope.

Option #1

Training Room (AHU #4)

Under this proposal we will provide the following:

- Provide the appropriate engineering and permit drawings to submit to the city for permit approval
- Remove a 20'-0" section of duct above the training room that is currently connected to the outdoor air louver. This section of duct is too small to accommodate the volume of air required and must be replaced.
- Remove the existing louver that is currently used to bring in outdoor air

(Adding 100% Outdoor Air Economizer to 4 Air Handling Unit's serving the St. Charles Police Station.)

- Install a new 20'-0" section of duct sized to accommodate 100% outdoor air intake
 - This duct will extend out of the building on the east wall, 1st floor, where the existing louver is located. It will turn down on the exterior face of the wall
- Burglar or Safety bars will be installed in this duct where the duct penetrates the exterior wall. This will allow the safety bars to be anchored to the building.
- Insect screen will be used at the duct's exterior opening to prevent insects and small animals from entering the building or using the duct for a nest site.
- Install motorized dampers in the return air duct and the outdoor air duct to control the amount of outdoor air and return air circulating in the system. The dampers will be controlled by a stand-alone controller mounted on the air-handling unit, and will be tied into the thermostat controlling this space.
- Install (1) louver and gravity damper in the training room to provide relief air. (This louver will be installed in place of one of the existing windows).
 - **No framing, drywall, patching, painting or decorating is included.**

The above work for Training Room (AHU #4) will be performed for the net sum of:

\$21,621.00 – Twenty One Thousand Six Hundred Twenty One Dollars and 00/100

Option #2

Training Room & Investigations Offices (AHU #4 & #5)

Under this proposal we will provide the following:

- **Training Room (AHU #4)**
- Provide the appropriate engineering and permit drawings to submit to the city for permit approval
- Remove a 20'-0" section of duct above the training room that is currently connected to the outdoor air louver. This section of duct is too small to accommodate the volume of air required and must be replaced.
- Remove the existing louver that is currently used to bring in outdoor air
- Install a new 20'-0" section of duct sized to accommodate 100% outdoor air intake
 - This duct will extend out of the building on the east wall, 1st floor, where the existing louver is located. It will turn down on the exterior face of the wall
- Burglar or Safety bars will be installed in this duct where the duct penetrates the exterior wall. This will allow the safety bars to be anchored to the building.
- Insect screen will be used at the duct's exterior opening to prevent insects and small animals from entering the building or using the duct for a nest site.
- Install motorized dampers in the return air duct and the outdoor air duct to control the amount of outdoor air circulating in the system. The dampers will be controlled by a stand-alone controller mounted on the air-handling unit, and will be tied into the thermostat controlling this space.

(Adding 100% Outdoor Air Economizer to 4 Air Handling Unit's serving the St. Charles Police Station.)

- Install (1) louver and gravity damper in the training room to provide relief air. (This louver will be installed in place of one of the existing windows).
- **Investigations Offices (AHU #5)**
- Remove the existing window in the 2nd floor west mechanical room.
- Install a new custom louver in this window opening
- Insect screen will be used to prevent insects and small animals from entering the building through this louver.
- Duct from the top half of the new louver to the return duct in the 2nd floor west mechanical room
 - This duct will be wrapped with insulation to reduce cold transmission into the building and to prevent condensation from forming on the duct.
- Install motorized dampers in the outdoor air duct only (of AHU #5) to control the amount of outdoor air circulating in the system. The dampers will be controlled by the air handling unit.
- Install a gravity damper, ceiling grille and associated duct in the hallway outside of the Investigations Offices for relief air
 - This will be a relief duct sized for both the Investigations and the Administration Offices.

The above work for the Training Room and Investigations Offices (AHU #5 & #1) will be performed for the net sum of:

\$37,568.00 – Thirty Seven Thousand Five Hundred Sixty Eight Dollars and 00/100

This proposal will carry a one (1) year warranty from the date of completion of the work.

The above work will be performed during normal working hours, Monday through Friday, excluding holidays.

This proposal **does not include** the following:

- Permits and permit fees.
- Taxes (this facility is assumed to be tax exempt)

Payment Terms: Net (30)

If I can answer any additional questions please don't hesitate to contact me at (630) 217-7099.

This proposal is valid for thirty- (30) days.



50 E. COMMERCE DRIVE

SUITE 100

SCHAUMBURG

ILLINOIS 60173-5309

847-342-9100

fax 847-342-9104

AN ILLINOIS CORPORATION

heating

air conditioning

energy management

www.servicemechanical.com

(Adding 100% Outdoor Air Economizer to 4 Air Handling Unit's serving the St. Charles Police Station.)

Sincerely,

Service Mechanical Industries, Inc.

Patrick Cesario
Sales Engineer

Accepted for: _____

By: _____

Signature: _____

Date: ____ / ____ / ____

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:

Service Mechanical Industries
50 E. Commerce Drive, Suite 100
Schaumburg, IL 60173

For the purchase of: Mechanical System Repair/ Modification Work.

At a cost not to exceed: \$ 37,568

Reason for the request to waive the bid procedure: Service Mechanical is our preferred vendor for mechanical work on our facilities and has been under contract with the City for over ninth years. Service Mechanical is the most qualified contractor for this works and has proven to be the most cost effective with this type of work. For several years, Service Mechanical has helped us to troubleshoot and adjust the mechanical system at the Police Station. The work proposed is a continuation of several projects in the past which Service Mechanical has been involved with.

Other Quotations Received: None

Date: 9/24/2012

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 Municipal Building Architecture / Construction Manager Services

Presenter: Peter Suhr

Please check appropriate box:

<input type="checkbox"/>	Government Operations	<input checked="" type="checkbox"/>	Government Services 09.24.2012
<input type="checkbox"/>	Planning & Development	<input type="checkbox"/>	City Council
<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>	

Estimated Cost:	\$231,000	Budgeted:	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> X	<input type="checkbox"/> NO	<input type="checkbox"/>
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If NO, please explain how item will be funded:

Executive Summary:

As part of an ongoing commitment to maintain city owned facilities, Public Services just recently concluded an existing exterior conditions analysis of the Municipal Building. The analysis was performed by the architectural/construction firm of Williams Design/Build who was awarded the project through a competitive RFP process and is local to St. Charles. The analysis was a study of the building's exterior shell and resulted in identifying significant deficiencies requiring repairs to keep the structure weather-tight. Staff has selected the most critical and time-sensitive repairs to address this year and will continue to monitor minor deficiencies in the future.

Staff is requesting approval to move forward with the design, specification writing and construction letting of the required repairs and modifications. Staff proposes to retain Williams Design/Build to continue providing professional guidance including Architectural/Engineering Services and Construction Management Services based on their attached proposal dated August 21, 2012.

Attachments: *(please list)*

Proposal from Williams Design/ Build
Bid Waiver

Recommendation / Suggested Action *(briefly explain):*

Staff recommends waiving the bid procedure and approval of Architectural / Construction Management Services from Williams Design / Build in an amount not to exceed \$231,000.

For office use only:

Agenda Item Number: 6.c



300 Cardinal Drive, Suite 160
St. Charles, IL 60175
P 630 221 0671
F 630 221 0118
www.williamsdm.com

August 21, 2012

Pete Suhr, Public Services Manager
City of St. Charles
200 Devereaux Way
St. Charles, IL 60174

Re: Letter of Proposal – Architectural and Construction Management Services
Municipal Campus Facilities Improvements
City of St. Charles, IL
Project No. 2011-033

Dear Peter:

We at Williams Design Build (WDB) are excited about the opportunity to continue working with you and your staff on the Municipal Campus Facilities. We are confident that our team will provide the necessary professional architectural/engineering and construction management services required for the water-tight improvements to the 1940 Municipal Center, the 1892 Old City Building, South Annex Building, and the Atrium structures.

BACKGROUND

Williams Design Build has concluded the existing conditions analysis for the Municipal Campus Facilities. One of the goals of the existing conditions analysis was to improve the maintenance operations and determine the best value for keeping the structures water-tight at the Municipal Campus. The City has determined that a significant portion of the recommended work noted in the Exterior Existing Conditions Assessment Report, dated May 8, 2012 by WDB will be required. This work is identified within Category I and II of the Report and will require the design work to proceed this fall. The City has indicated that any historic preservation assessment will not be required for this phase of the improvements. The City of St. Charles City Council decision to proceed with the project has resulted in this proposal submission.

The professional architectural/engineering scope of the work is to re-roof, re-coat, and review approximately (14) fourteen separate roofs and roof canopy systems. These roof areas and systems are noted in the May 8, 2012 Report. The scope of work will address existing: flashing details, roof deck systems, drainage analysis, equipment flashing details, copings, parapets, existing ductwork and RTU's, existing low voltage wiring and electrical lines, equipment supports, and support systems of existing lighting and signage. The scope includes masonry repairs and tuck-pointing at the east elevation/façade of the 1940 Municipal Center (white brick ONLY) and masonry repairs and tuck-pointing of the east façade of the 1892 Old City and South Annex Buildings. The architectural/engineering scope of services also includes a structural engineer's analysis and report of the condition of the existing canopy of the 1940 Municipal Center. This inspection shall include an analysis of the substrate and structural supports of the canopy. The architectural scope of services also include surveying, analyzing and specifying a recommended

solution to the damaged and deteriorated existing windows, doors and soffits/facias of the East elevations/façades of the 1892 Old City and South Annex Buildings.

Williams Design Build has not included services for any architectural/engineering services related to historic preservation consultation, the EIFS system, windows within the EIFS system, marble repairs on the 1940 Municipal Center, or any doors/frames/windows or other repair work at other portions of the Municipal Campus Building.

This proposal assumes using WDB as a single-source for Architectural/Engineering (A/E) and Construction Management (CM), which takes advantage of our knowledge and previous experience working on the Municipal Campus Buildings. It is also our understanding that the City will contract out this work under a CM as-agent delivery method (CMA) with WDB. It is our understanding that the City has budgeted a total \$1.5M for the project.

ARCHITECTURAL / ENGINEERING SCOPE OF SERVICES

We shall provide the architectural/engineering services for the related architectural, structural, mechanical, plumbing, and electrical engineering of the project throughout the Basic Service Phases of the work as follows:

1. **Design Development Phase:** We shall review the Owner-furnished information, identify the Project Team and create a project directory. We shall also review and incorporate the final space needs into design criteria and coordinate meetings between architect and City of St. Charles' Building/Zoning Departments to review the proposed designs and review code analysis as provided by the architects for comment. Our consultants shall also incorporate the decisions and determinations made by the City Building/Appearance/Zoning departments. Williams Design Build shall prepare preliminary design/engineering schedules, building code analysis, review of project budget and review existing documentation of the site, site surveys and request additional data as may be required. We will review the design concept presented and test that concept and refine it, and review project schedule and make adjustments as required to meet all of the milestone dates. We will then refine the roof plans and building elevations. We will validate this phase with an updated project budget and will also involve our construction management team to review and determine the best approach for phasing and sequencing and overall cost benefits for your facility improvements. This phase will culminate in a package of drawings and outline specifications, along with a project budget for your review and approval.
2. **Construction Documents Phase:** During this phase, we will work with our roof consultants and engineers to provide detailed drawings of the building improvements to include detailed Drawings and Specifications for all aspects of the facility improvements. These documents will then be used for a Building Permit submittal, resulting in a building permit, and will also be used for bidding and construction phases.
3. **Bidding/Negotiations/Construction Administration Phase.** During this phase, we will assist with answers to questions and issue Addendums as necessary, attend the Bid Opening, and review Bid Results. Once construction starts we will regularly visit the site and meet with the City to review all aspects of the project, assisting the Owner in understanding the schedule and progress of the project. We have included regular monthly site visits by the architect and the consultants. We will review, send a copy to the Owner, comment on, and approve Shop Drawings as submitted by the trade contractors for the various systems and components within the building. We will review the payout request percentages submitted by the prime trade contractors and recommend to the Owner the appropriate monthly payment to the prime

trade contractors. We will provide clarifications throughout the Construction Phase of the project.

ARCHITECTURAL / ENGINEERING FEES

The fee for Basic Architectural / Engineering Services as outlined herein for the Municipal Campus Facilities improvements is as follows:

Architectural, structural, mechanical, plumbing, electrical and roof consultant engineering, during the following Phases:

- Existing Conditions Documentation & Surveying
- Design Development Phase
- Construction Documents & Bidding
- Construction Administration

The Basic Services fee shall be calculated at **5.75%** of the total delivered construction cost of \$1.4M. (Total delivered construction cost includes all construction costs for work designed by Williams Design Build, CM fee, construction general conditions costs paid for Construction Management Services and contingency costs) We propose a lump sum fee of **\$80,500**.

The Basic Services fee shall be allocated to the phases of work as follows:

Existing Conditions Documentation & Survey	25%
Design Development Phase	25%
Construction Documents & Bidding Phase	35%
Construction Administration Phase	15%
<u>Total</u>	<u>100%</u>

Services not included in the above Basic Services include:

1. Civil Engineering, landscape design, any zoning review work, documents, renderings and attendance for zoning variances or conditional use permit presentations or meetings
2. Site signage design, electrical lighting design, HVAC design, low voltage design
3. Temporary relocation facility design
4. As-built CAD drawings. As-built drawings, marked up by hand, will be provided by trade contractors.
5. Artist's renderings and computer generated and dimensional images (3-D rendering or 3-D models)
6. Design or Engineering, associated with the relocation of any low voltage electrical and mechanical systems. These could include, phone, computer, intercom, paging, security, audio/visual, HVAC, RTU's and associated ductwork and other such roof mounted systems.
7. Any additional designs and bidding of alternates
8. LEED Design Services, LEED certification or submission documentation
9. Design or engineering services for the relocation of Owner staff
10. Historic preservation consultation services

Services provided by the Owner include:

1. We have received many documents from the City of St. Charles and have scanned them for our reference.
2. Access to the roof areas for WDB staff during design and construction phase services

CONSTRUCTION MANAGEMENT SERVICES

Williams Design Build is prepared to provide Pre-Construction, Bidding and Construction Phase CM Services for the renovation of the City of St. Charles 1940 Municipal Center, the 1892 Old City, South Annex, and the Atrium structures:

1. **Pre-Construction Phase**: Williams Design Build will meet with you and your project team on a periodic basis throughout the Design and Construction Document Phases of the project. The early input from Williams Design Build will include development of a milestone schedule, a preliminary project budget, value engineering options and construction phasing and sequencing, including identification of any long lead items. As the Design Phase of the project nears completion, we will provide a detailed estimate to update the project budget. In addition, a preliminary construction schedule will be developed as the project scope is defined. We will provide a second detailed estimate when the construction documents are approximately 70% complete. We will work with design team to identify design systems and construction constraints. We will develop a Project Manual that outlines the project specifications in terms of construction requirements and defines the specific scope of work for each subcontractor. The Project Manual will include all required bid forms and other required bid documents. We will also review the project milestones with the overall schedule and provide review of the construction drawings.
2. **Bidding Phase**: During this phase, we will encourage local and area-wide trades to participate and will invite trade contractors for bidding; we will distribute bid documents to potential bidders and plan rooms such as Illinois Builders Association in order to solicit bids. We will hold a pre-bid conference and answer questions and issue addendums, as necessary. In addition we will attend the public bid opening and tabulate the bid results, review and qualify bids of the apparent low qualified bidder, and provide a recommendation to the City for award of trade contractors. Once the City has approved the contractors, we will then prepare the contracts for construction to each trade contractor for your review, approval and signature. Upon completing the review of bids, we will update the construction schedule with any new information to establish the detailed construction schedule.
3. **Construction Phase**: During this phase, Williams Design Build will regularly meet with you to review all aspects of the project. We will provide full-time on-site supervision throughout the construction of the project. We will conduct pre-construction and construction meetings with the subcontractors to coordinate and plan daily, weekly, and monthly activities.

As we manage the project we will review, process, and monitor shop drawings, submittals, information, and changes. The overall project schedule will be updated as the project proceeds. Two-week "look-ahead" schedules will also be generated to monitor day-to-day activities. Our Superintendent will track construction activities, and field reports will be generated. During this phase, we review the payout requests and recommend payment. We will maintain a record of each prime trade contractor's Safety Program and we will monitor compliance within a safe work place as defined in the Williams Design Build Contractor Safety Program. At the conclusion of the construction phase, we, in conjunction with the design team, will provide a full and complete punch list of all the outstanding items that need to be completed and/or corrected. We will oversee the training of your staff in the operation and maintenance of major systems. We will assist

you in the review and acceptance of all of the as-built drawing notations, warranty, and maintenance manuals provided by the prime trade contractors. We will also provide a 52-week warranty period after substantial completion that will include assisting your staff with any follow-up required on any warranty items that may arise.

CM SERVICE FEES

We anticipate the renovation costs of the 1940 Municipal Center and the 1892 Old City Building structures renovations to be approximately \$1,500,000, as indicated in our discussions. Our costs and fees for Construction Management Services are as follows:

Fee: A lump sum of **\$38,500**. This equates to 2.75% OHP fee of \$1.4M construction costs. The fee does not include the time for providing pre-construction phase services.

Pre-Construction Phase Services: A lump sum of **\$25,000**.

Construction General Conditions: The construction phase general conditions are anticipated to be on a 6 month schedule duration. These costs are directly related to construction activities and schedule duration and include; a full-time superintendent, temporary field office and supplies, field toilets and water, signage, barricades, clean-up materials and labor, phones, safety program, street sweeping, etc. The monthly costs for the construction phase general conditions are approximately \$14,500/month. The expectation is that at the end of the Design Development Phase the schedule and construction general conditions will be finalized. The lump sum costs for 6 months of construction general conditions are **\$87,000**.

Any other additional services authorized by the City of Saint Charles may be provided on an hourly basis from the rate table below.

RATE TABLE 2012/2013

Principal	\$ 125.00/Hour
Manager of Architecture	\$ 125.00/Hour
Project Manager	\$ 115.00/Hour
Project Architect	\$ 110.00/Hour
Cost Estimator	\$ 85.00/Hour
CAD Technician.....	\$ 75.00/Hour
Clerical	\$ 55.00/Hour
Structural Engineer.....	\$ 115.00/Hour
Structural Technician.....	\$ 85.00/Hour

In additional to our professional services listed above, we shall also invoice the City of Saint Charles for our reimbursable expenses. Reimbursable expenses include project related expenses such as vehicle mileage, tolls, printing and photocopying, photography, renderings, telephone and fax, electronic documentation transfer, postage/messenger/overnight shipping, permits, project related supplies, etc.

We shall invoice the City of Saint Charles on a monthly basis throughout the project. Payment is due within thirty (30) days of receipt and approval of our invoice. Late fees shall be accessed per Section 2 of the Illinois Interest Act.

SCHEDULE

We are available to start this project immediately upon your authorization to proceed. Williams Design Build anticipates accomplishing the above Scope of Work in the following timeframe:

<u>Work Item</u>	<u>Date</u>
Project Start-up	September/October 2012
Design, Pre-Construction and Bidding Phase	November through February 2013
Construction Documents Complete	February 2013
Quality Control and Bid Scopes	March 2013
Bidding and Bid Review Negotiations	March 2013
Issue Documents for Permit (<i>Note 1</i>)	March 2013
Board Approval	April 2013
Start Construction	April 2013
Building Improvements Completed	September 2013

Note 1: Construction start is dependent on receiving all required permits.

If you are in agreement with the terms and conditions of this Letter of Agreement, please sign and date below, and return one copy to our office. Upon receipt of the signed proposal, we shall prepare an AIA B132-2009, Standard Form of Agreement between Owner and Architect, Construction Manager as Advisor Edition and an AIA C132-2009, Standard Form of Agreement between Owner and Construction Manager as Adviser, which will further define our services and responsibilities. This Letter of Agreement shall become a part of the AIA document, as amended by the Owner and CM.

GENERAL PROVISIONS

1. Payments shall be made to Williams Design Build for services and reimbursable expenses on a monthly basis, and payment is due within thirty (30) days of your receipt of each invoice.
2. Reimbursable expenses will be an additional cost which includes such items as printing, copying of Bid Documents and reports, photography, long distance phone calls, faxes, overnight shipping, mail, travel, special deliveries, etc.
3. Williams Design Build's standard insurance coverage is provided for delivery of these Construction Management Agency (CMA) services. This cost will be a reimbursable expense. Should "at risk" delivery methods or additional requirements or coverages such as builder's risk be required, the increased premium cost shall be an additional reimbursable cost to the Owner.
4. The following items have not been included:
 - Civil survey and topographical survey
 - Soil borings and soil investigations costs
 - Attendance and services in association with special use and public hearings
 - Wetland delineation, mitigation and permitting
 - Construction material testing costs
 - Impact fees, permit fees and review fees
 - Utility tie-in fees and improvements
 - Utility consumption costs during construction (gas, water, and power)
 - Owner fixtures, signage, low voltage lines and equipment costs such as roof lights, telephone lines, security system, sound systems, etc.
 - Performance and payment bonds by the CM

- Removal, repairs or replacement of existing roadways, sidewalks and parking lots are not included in the CM fee or general conditions costs.
 - Moving, storage and any relocation costs associated with Owners personnel, furniture, equipment, and fixtures
5. A mutually agreeable completion date will be included in the agreement. Williams Design Build shall be entitled to additional compensation if services are required past the mutually agreeable date through no fault of Williams Design Build.
 6. The contingency is allocated for the project construction and shall be used by the CM for construction related changes. The City of St. Charles will be informed of all changes in writing and authorization shall be agreed to prior to any contingency being re-allocated. Added scope changes by the Owner shall be added to the project budget.
 7. The sub-contractors shall provide performance and labor and material payment bonds and any barricades or temporary enclosures required for their portion of the work.

We truly appreciate and are excited about this opportunity to be of service to City of St. Charles. If you are in agreement with the terms of this proposal, or any specific phase listed, please sign and return one copy to our office. As discussed we are able to start this project immediately upon your authorization. If you have any question please don't hesitate to call us.

Cordially,



Thomas M. Tristano, AIA
President

xc: Rob M. Ezerins / Williams Design Build
David V. Stermetz / Williams Design Build
John P. Caputo / Williams Design Build

APPROVED:

Authorized Signature – City of St. Charles

Date

Printed Name and Title

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:

Williams Design/ Build
300 Cardinal Drive, Suite 160
St. Charles, IL 60175

For the purchase of: Architectural and Construction Management Services

At a cost not to exceed: \$ 231,000

Reason for the request to waive the bid procedure: Williams Design/ Build were awarded a previous existing condition analysis based on a competitive Request for Proposal process. This project is a continuation of the services provided by Williams in the existing conditions phase. Williams Design/ Build has provided service fees that are less than comparable fees for this type of work according to professional guidelines and similar past projects. Williams Design/ Build is a local company with offices in St. Charles.

Other Quotations Received: None

Date: 9/24/2012

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 Contract for Construction Services for the N. 15th Street Reconstruction Project – Phase 1

Presenter: James Bernahl

Please check appropriate box:

<input type="checkbox"/>	Government Operations	X	Government Services 09.24.12
<input type="checkbox"/>	Planning & Development		City Council

Estimated Cost:	\$248,840	Budgeted:	YES	X	NO	
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If NO, please explain how item will be funded:

Executive Summary:

In June 2012 the City was successfully awarded a Kane County Community Development Grant for the amount not to exceed \$100,000 to be used for the reconstruction of the northern half of N. 15th Street. As presented at the January 3, 2012 City Council meeting, Kane County Community Development Fund grant monies would be used for an infrastructure and roadway improvement project on N. 15 St. between IL Route 64 and Dean St. This roadway is a heavily traveled corridor that requires water, storm, and roadway improvements. This project is being developed to be constructed over a two-year period (2012 -2013). Advancing the project to construction further in 2013 is contingent upon receiving the Kane County grant. The first phase of construction is scheduled to begin on October 10, 2012 with work being completed by November 16, 2012. The Phase I project limits along N. 15th Street are from Dean Street to just north of Brook Street. On September 6, 2012 at 10:00 AM, sealed bids for the N. 15th Street Reconstruction Project – Phase 1 were publicly opened and read aloud. The results of the bid opening are as follows:

Engineer’s Estimate: \$343,965

Bid Results:

- 1. Martam Construction \$248,840
- 2. A Lamp Contractors \$268,975
- 3. Alliance Contractors \$288,940

Martam Construction has performed work for the City in the past, and staff believes that they will execute the work for this project appropriately.

Attachments: *(please list)*

- Copy of Bid Tab Worksheet
- Copy of Kane County Notification Letter of Grant

Recommendation / Suggested Action *(briefly explain):*

Recommend approval of a Resolution authorizing construction services for the North 15th Street Reconstruction Project – Phase 1 to be awarded to Martam Construction for an amount not to exceed \$248,840.

For office use only:

Agenda Item Number: 6.d

Date: 9/6/2012

North 15th Reconstruction, Phase One
 BID TAB Numbers

Engineer's Estimate

Martam Construction
 1200 Gasket Dr.
 Elgin, IL 60120

A Lamp Contractors
 1900 Wright Blvd.
 Schaumburg, IL 60193

Alliance Contractors
 1166 Lake Ave.
 Woodstock, IL 60098

No.	Item	Unit	Qty	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	EARTH EXCAVATION	CU YD	185	\$35.00	\$6,475.00	\$30.00	\$5,550.00	\$35.00	\$6,475.00	\$1.00	\$185.00
2	GROUND STABILIZATION FABRIC PLACEMENT	SQ YD	2,260	\$1.50	\$3,390.00	\$1.00	\$2,260.00	\$1.00	\$2,260.00	\$1.00	\$2,260.00
3	REMOVAL OF UNSUITABLE MATERIALS	CU YD	560	\$35.00	\$19,600.00	\$5.00	\$2,800.00	\$5.00	\$2,800.00	\$1.00	\$560.00
4	POROUS GRANULAR EMBANKMENT	CU YD	560	\$45.00	\$25,200.00	\$5.00	\$2,800.00	\$5.00	\$2,800.00	\$11.60	\$6,496.00
5	PAVEMENT REMOVAL, 14" (SPECIAL)	SQ YD	1,950	\$18.00	\$35,100.00	\$14.00	\$27,300.00	\$17.00	\$33,150.00	\$22.00	\$42,900.00
6	CLASS D PATCHING, TYPE II, 6"	SQ YD	70	\$60.00	\$4,200.00	\$60.00	\$4,200.00	\$45.00	\$3,150.00	\$95.00	\$6,650.00
7	PORTLAND CEMENT CONCRETE PAVEMENT, 9" (JOINTED)	SQ YD	1,950	\$58.00	\$113,100.00	\$48.00	\$93,600.00	\$50.00	\$97,500.00	\$58.00	\$113,100.00
8	COMBINATION CONCRETE CURB & GUTTER, REMOVAL & REPLACEMENT, TYPE B6.12	FOOT	1,250	\$28.00	\$35,000.00	\$17.00	\$21,250.00	\$18.00	\$22,500.00	\$27.75	\$34,687.50
9	STORM SEWER PIPE REMOVAL, 12"	FOOT	65	\$20.00	\$1,300.00	\$1.00	\$65.00	\$1.00	\$65.00	\$10.00	\$650.00
10	STORM SEWER SERVICE, PVC, SDR 26, 6"	FOOT	50	\$40.00	\$2,000.00	\$30.00	\$1,500.00	\$40.00	\$2,000.00	\$60.00	\$3,000.00
11	STORM SEWER, PVC, SDR 21, 10"	FOOT	60	\$70.00	\$4,200.00	\$32.00	\$1,920.00	\$50.00	\$3,000.00	\$65.00	\$3,900.00
12	STORM SEWER, PVC, SDR 21, 12"	FOOT	245	\$80.00	\$19,600.00	\$35.00	\$8,575.00	\$55.00	\$13,475.00	\$70.00	\$17,150.00
13	INLET, 24" DIA, TYPE A, TYPE 1 FRAME & OPEN LID	EACH	1	\$1,300.00	\$1,300.00	\$1,000.00	\$1,000.00	\$1,200.00	\$1,200.00	\$925.00	\$925.00
14	CATCH BASIN, 24" DIA, TYPE C, TYPE 1 FRAME & OPEN LID	EACH	1	\$1,600.00	\$1,600.00	\$1,200.00	\$1,200.00	\$1,350.00	\$1,350.00	\$1,050.00	\$1,050.00
15	CATCH BASIN, 36" DIA, TYPE C, TYPE 1 FRAME & OPEN LID	EACH	1	\$1,900.00	\$1,900.00	\$1,800.00	\$1,800.00	\$1,600.00	\$1,600.00	\$1,550.00	\$1,550.00
16	STORM MANHOLE, 48" DIA, TYPE A, TYPE 1 FRAME & OPEN LID	EACH	1	\$5,000.00	\$5,000.00	\$2,500.00	\$2,500.00	\$2,250.00	\$2,250.00	\$1,825.00	\$1,825.00
17	REMOVAL OF EXISTING STORM STRUCTURE	EACH	2	\$700.00	\$1,400.00	\$500.00	\$1,000.00	\$350.00	\$700.00	\$100.00	\$200.00
18	CURB INLET TO BE ADJUSTED	EACH	1	\$350.00	\$350.00	\$300.00	\$300.00	\$350.00	\$350.00	\$150.00	\$150.00
19	MANHOLE TO BE ADJUSTED, WITH NEW TYPE 1 FRAME & LID (IN PAVEMENT)	EACH	1	\$550.00	\$550.00	\$550.00	\$550.00	\$550.00	\$550.00	\$750.00	\$750.00
20	SANITARY MANHOLE CHIMNEY SEAL	EACH	1	\$450.00	\$450.00	\$500.00	\$500.00	\$450.00	\$450.00	\$300.00	\$300.00
21	FIRE HYDRANT ASSEMBLY, REMOVE AND REPLACE	EACH	2	\$7,500.00	\$15,000.00	\$4,000.00	\$8,000.00	\$2,500.00	\$5,000.00	\$3,000.00	\$6,000.00
22	P.C.C. SIDEWALK REMOVAL	SQ FT	700	\$2.50	\$1,750.00	\$5.00	\$3,500.00	\$2.00	\$1,400.00	\$2.00	\$1,400.00
23	P.C.C. SIDEWALK REMOVAL AND REPLACEMENT	SQ FT	2,100	\$6.50	\$13,650.00	\$5.70	\$11,970.00	\$5.00	\$10,500.00	\$6.50	\$13,650.00
24	BUTT JOINT, HMA SURFACE REMOVAL & REPLACEMENT	SQ YD	100	\$60.00	\$6,000.00	\$38.00	\$3,800.00	\$40.00	\$4,000.00	\$75.00	\$7,500.00
25	P.C.C. DRIVEWAY REMOVAL AND REPLACEMENT	SQ YD	125	\$60.00	\$7,500.00	\$52.00	\$6,500.00	\$50.00	\$6,250.00	\$64.00	\$8,000.00
26	SODDING (SPECIAL)	SQ YD	800	\$10.00	\$8,000.00	\$7.00	\$5,600.00	\$8.00	\$6,400.00	\$12.00	\$9,600.00
27	PAVEMENT MARKINGS, THERMOPLASTIC LINE, 24"	FOOT	14	\$25.00	\$350.00	\$200.00	\$2,800.00	\$200.00	\$2,800.00	\$150.00	\$2,100.00
28	TRAFFIC CONTROL AND PROTECTION	L SUM	1	\$10,000.00	\$10,000.00	\$26,000.00	\$26,000.00	\$35,000.00	\$35,000.00	\$2,402.00	\$2,402.00
				As Read	\$343,965.00		\$248,840.00		\$268,975.00		\$288,940.50
				As Corrected							

COUNTY OF KANE

OFFICE OF COMMUNITY REINVESTMENT

Scott Berger, Director



County Government Center

719 South Batavia Avenue

Geneva IL 60134

Fax: 630-232-3411

www.countyofkane.org/Pages/OCR.asp

September 11, 2012

James Bernahl, Public Works
City of St. Charles
Two East Main Street
St. Charles IL 60174

Re: North 15th Street Reconstruction (Phase I)

Dear Mr. Bernahl:

Congratulations! On behalf of Kane County, I am pleased to notify you that your application for Community Development funds for the above-referenced project has been approved. Specifically, the county has approved funding in the amount of \$100,000 for your project, which involves the reconstruction of North 15th Street, between Brook Street and Dean Street. This decision was based on your project's responsiveness to the priority needs identified in the county's Consolidated Plan and the evaluation criteria established for the Community Development Program.

The enclosed agreement outlines the terms and conditions under which the county will provide funding for your project. Please review the agreement, obtain Mayor DeWitte's signature on page 15, and return it to my office. Until the agreement is properly executed, this letter should not be construed as a final funding commitment. Also, please understand that the county's award of funding is conditioned on the city's compliance with applicable federal regulations and county guidelines governing the Community Development Program, as well as commitments made in your application, including those regarding the project's scope, budget, and financing. Changes in these commitments require the county's prior written approval.

Again, congratulations on being awarded Community Development funding! We look forward to working with you to complete your project. If you have any questions, please don't hesitate to call Jennie Grobe, who will serve as your primary point of contact at Kane County during the completion of your project. Jennie can be reached at 630-444-3048. Thank you and best wishes!

Sincerely,

Scott Berger
Director

Enc.



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title:	Recommendation to Approve a Contract for Demolition of Structure at 807 Illinois Avenue
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Presenter:	James Bernahl
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Please check appropriate box:

	Government Operations	X	Government Services 09.24.12
	Planning & Development		City Council

Estimated Cost:	\$20,550	Budgeted:	YES		NO	X
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If NO, please explain how item will be funded:

The costs associated with the demolition of this property are proposed to be funded out of General Funds. (Reserves)

Executive Summary:

This agenda item is a follow-up to the presentation made by staff on April 23, 2012 regarding acceptance of the land donation at 807 Illinois Avenue from Wells Fargo. This property is currently vacated. The property was officially accepted by the City on August 2, 2012.

As part of the acceptance of the property the City has agreed to demolish the existing structure and re-grade the property to utilize this land as open space to assist with reducing current flooding issues in this area. As was previously presented, this property is currently located within the anticipated newly mapped floodplain limits, and as such it was felt that the property being maintained as open space would provide for future relief options as part of the overall 7th Avenue Creek Rehabilitation Project.

Staff received two bids for the demolition of and re-grading of this property. Alpine Demolition Services provided the lowest bid amount to perform all work for an amount not to exceed \$20,550. The City has worked previously with Alpine Demolition Services during the demolition of the former Little Woods School site. It is believed that Alpine Demolition Services is capable of performing this work and will do a good job.

Attachments: *(please list)*

Proposal from Alpine Demolition

Recommendation / Suggested Action *(briefly explain):*

Recommend approval of contract with Alpine Demolition Services for the demolition of the existing residential building and restoration of the site located at 807 Illinois Avenue for an amount not to exceed \$20,550.

For office use only:

Agenda Item Number: 6.e



520 SOUTH RIVER STREET
BATAVIA, IL 60510
PHONE: 630.761.0700
FAX: 630.761.0777
www.knockitdown.com

September 10, 2012

Phone: (630) 443-3709
FAX: (630) 584-6520

Jim Bernahl
CITY OF ST. CHARLES
2 East Main St.
St. Charles, IL 60174

Re: *House Demolition*
807 Illinois Ave.
St. Charles, Illinois

Alpine Demolition Services is IDOT Certified DBE

Alpine Demolition Services, LLC (Alpine) proposes to furnish labor, equipment, material and legal disposal to remove the following at the above address:

- ✓ Perform demolition of the following at the above location;
 - House & Garage \$ 11,000.00
 - Fill with clean soil (mixed clay, with source ticket) to drain 4,000.00
 - Topsoil 600.00
 - Seed 600.00
 - Gas Disconnect 750.00
 - Demolition permit
 - IEPA Notification 200.00
 - Chain link Fence 1,000.00
 - Silt Fence 300.00
 - One Mobilization/Stage.
- ✓ All debris to be disposed of in a legal licensed landfill.
- ✓ Depressions to be sloped and left as is.
- ✓ Work to be performed by union employees.
- ✓ All salvage to become property of Alpine after structures are released for demolition.

Exclusions:

- ❖ **Removals not indicated on attached (i.e. pavement). (Only if damage by contractor)**
- ❖ Disconnection & removal of any water/sewer/electrical utilities. (Water/Sanitary already disconnected, electrical is anticipated to be disconnected within the next two weeks.
- ❖ Tree removal and haul off of any soil.
- ❖ **All shoring and/or bracing of items to remain..**
- ❖ Removal of piles/caissons.
- ❖ Performance bond (Add 1.5%). Typical insurance included.
- ❖ All layout and engineering. City will assist in final grading.
- ❖ All salvage for owner.
 - **Owner to provide asbestos inspection for notifications. (\$1,200)**

Total \$ 18,450.00

ALTERNATE: Sod Entire Lot 450 SY @ \$ 6.00/SY Add \$ 2,700.00

Thank you for the opportunity to bid the above project. **Should there be any questions concerning the above please don't hesitate to call me @ 630.918.3906**

Respectfully Submitted,

Accepted by: _____

Title: _____

Karsten Pawlik
V.P. Operations

Date: _____

DBE / WBE Certified



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title:	Recommendation to Award Contract for Roadway Testing Services to Infrastructure Management Services (IMS)
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Presenter:	James Bernahl
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Please check appropriate box:

	Government Operations	X	Government Services 09.24.12
	Planning & Development		City Council

Estimated Cost:	\$54,417	Budgeted:	YES	X	NO	
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If NO, please explain how item will be funded:

Executive Summary:

In June 2009 the City Council approved the recommendation by staff to utilize the services of Infrastructure Management Systems (IMS) for a citywide street rating analysis and an update to the City’s pavement management program. As part of this program roadway re-analysis is typically performed every four to five years to encompass any capital improvement pavement changes and deterioration of existing roadways. This analysis will be the second pavement management analysis for the City. The Program elements include:

- Surface Condition Analysis – This uses a laser road surface tester, which evaluates the current surface condition.
- Deflection Testing – Using a Dynaflect machine, the capabilities of the pavements, base and subgrade sections, and interaction between these sections will be evaluated.
- Pavement Management Software Program – This program will allow the City to manage and interpret the collected data in a variety of “what if” scenarios which will help to determine the best overall maintenance program. The program will also evaluate budgetary scenarios, providing useful information on upcoming fiscal requirements.
- Global Positioning System (GIS) and Pavement Management – Collected data can be used with our current GIS program to produce color maps based on existing pavement conditions or street rehabilitation plans. Queries can also be made of future infrastructure rehabilitation programs to better plan and manage resources.
- Additional Photo imaging of all existing roadways and parkways.

Attachments: *(please list)*

Copy of Proposal from IMS

Recommendation / Suggested Action *(briefly explain):*

Recommend approval to award contract for roadway testing services to Infrastructure Management Services for an amount not to exceed \$54,417.

<i>For office use only:</i>	<i>Agenda Item Number: 6.f</i>
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September 4, 2012

City of St. Charles
2 E. Main Street
St. Charles, IL 60174-1984



IMS Infrastructure Management Services
1895-D Rohlwing Road, Rolling Meadows, IL 60008
Phone: (847) 506-1500 Fax: (847) 255-2938
www.ims-rst.com

Attention: Mr. James Bernahl – Public Works Engineering Division Manager
Reference: Pavement Management Update

Dear Mr. Bernahl:

IMS Infrastructure Management Services is pleased to submit our proposal to update the City's pavement management program. The project will include testing the City's entire street system. Network level testing using block-to-block referencing will be performed on approximately 136 test miles of pavement designated by the City. The field investigation will include a Laser RST surface condition survey, Dynaflect-based deflection testing, GPS referencing and a review of environmental and external factors. Digital images with four views will be provided at 25' intervals. IMS will install the current version of the PavePRO Manager pavement management software with the updated field data. The pavement management data will be linked to the City's GIS and City staff will be trained in software operation and data interpretation.

IMS will provide additional deflection testing to further define the condition of the base and subgrade throughout the individual test sections. Deflection testing will be performed at intervals of 2 tests per block. This approach will assist the City in developing rehabilitation strategies on streets with varying base thickness and/or conditions within a block.

The proposed update will ensure that the City's pavement management program is complete and accurately reflects current conditions. It can also provide information on the benefits of the rehabilitation strategies used by the City. This street information along with optional ROW data collected by IMS and/or City staff can be used to meet many of the reporting requirements of the GASB 34 "modified approach".

A description of the elements of the proposed program with corresponding fee schedule is set forth on the following pages. We have included the unit price fee schedule for both the pavements and ROW assets with a summary cost for the base pavement management update.

We look forward to our continued work with the City of St. Charles and appreciate your consideration of our proposal. Acceptance is constituted by signing and returning one copy to our office. If the City elects to use MFT funds for this project, IMS will prepare an appropriate IDOT Engineering Agreement for the MFT funded project. If you have any questions regarding the enclosed information or IMS services, please feel free to contact our office.

Very truly yours,

IMS INFRASTRUCTURE MANAGEMENT SERVICES

A handwritten signature in black ink, appearing to read "Donald L. Hardt".

Donald L. Hardt
Manager of Client Services

PAVEMENT UPDATE & ASSET MANAGEMENT PROJECT APPROACH

Surface Condition Survey

Surveys are completed using the Road Surface Tester (RST). The City will receive a continuous, objective, and accurate survey of the surface condition of the street network. Retests will be performed using previous sectioning wherever possible. These network-level surveys with intersection-to-intersection test sections will be linked to the City's GIS. The RST provides a great deal of flexibility and can easily adjust test section lengths to meet previously established test sections and/or any revised City goals. Single-direction testing will be performed on the two-lane streets. Two-direction testing is recommended for use on divided streets and arterials and collectors with four or more lanes of traffic. The surface condition survey is conducted continuously over the entire length of the test section and is not based on sample sections. The information gathered in this survey includes inventory, roughness, rut depth, cracking, texture and distress. The effects of environmental conditions will be considered in conjunction with the surface condition survey.



To provide the City with a ROW asset data collection option, IMS will collect continuous digital video during the surface condition survey. The RST combines an inertial navigation guidance system with GPS to geolocate visible pavement and ROW features. The simultaneous pavement and ROW asset data collection capability of the RST is unique in the industry. It provides an efficient and cost-effective means to populate both pavement and asset management systems.

The presence of any failed or broken concrete slabs within a test section will be recorded for further detailed identification during the deflection survey. IMS crews will use the City-identified definition of failed/broken slabs as the basis for our rating. The number of failed slabs will be recorded during the deflection survey and used by *PavePRO* Manager software to give the City an option to address individual slab removal and replacement as a maintenance/rehabilitation strategy for concrete pavements.

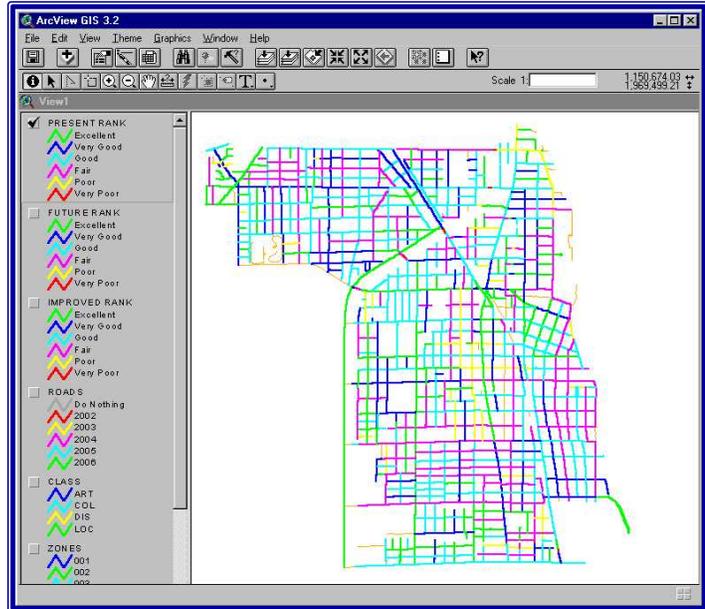
Deflection Testing

Each street test section surveyed by the Laser RST will receive two deflection tests. This testing will be performed using the Dynaflect device and the results of this testing will permit an analysis of the structural capabilities of the existing street section. IMS utilizes all five sensors of the Dynaflect in its structural analysis. This provides valuable information on the capabilities of the pavement, base and subgrade sections, and the interaction between these sections. Deflection testing was performed on previous survey for the City and will provide a solid basis for comparison to previous results.



GIS and Pavement Management

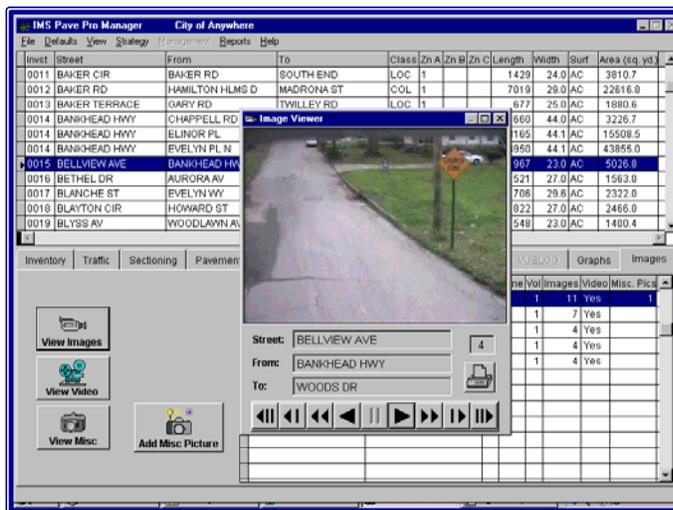
IMS will provide a link between the City's GIS program and the pavement management data to enable the City to display and generate color-coded maps based upon existing pavement conditions, street rehabilitation plans or most any of the data in the pavement management program. The City can use the query function of its mapping program to display the pavement management data. It may also be possible to use its mapping program to make queries of other infrastructure plans in conjunction with their street rehabilitation plans to determine if conflicts exist between plans. The future addition of ROW assets would also be geolocated on the GIS and entered in the asset management software. To most effectively maintain this link, IMS will require a copy of the City's current electronic centerline map prior to field data collection activities.



Digital Images

In conjunction with the surface condition survey, each test section is recorded on GPS referenced digital videotape with forward and rearward directed video cameras and used as part of IMS' Quality Control and Quality Assurance procedures. Additional cameras will be used to expand the left and right side viewing area and can include features of special interest to the City. IMS will provide the four (4) view digital images at 25' intervals for viewing in Pavement Manager and/or through the City's GIS. Many agencies find these images valuable as a "point-in-time" record of their roads and as a source of information for a variety of engineering, legal/investigative, and administrative uses. They can also be beneficial in assessing damage from a natural disaster or unforeseen event.

The Pavement Manager software includes an image module. This enhancement allows for the attachment of digital images to each test section. The City can then access all the pavement management data from a selected block and view multiple digital images for the identified section on his/her computer monitor. The digital images will be captured directly from the continuous video performed as part of the RST survey, but can be expanded to include images generated from a City-owned digital camera, and/or result from scanned photos or drawings.



IMS uses an automated image capture process that is cost effective and provides for a user-defined frequency for the number of pictures per section.

Pavement Management Software Implementation and Training

IMS will provide the current version of PavePRO Manager software fully loaded with IMS collected field data. Any City condition data and maintenance histories can be added following staff training. The software will be installed on the City's computer network. Since the software is provided with a site license, it can be used on laptops, field computers or by other departments at no additional charge. The software provides information on existing conditions, future performance, viable maintenance and rehabilitation strategies, optimization, schedules, budgets and multiyear programs. The program is kept current by City staff through input of rehabilitation activities.

Block ID	Street	From	To	Class	Zn A	Zn B	Zn C	Length	Width	Surf	Area (sq. ft.)
0001	55TH PL	ADAMS ST	CASS AV	RES	001			1066	22.0	AC	2605.8
0002	56TH PL	CASS AV	ADAMS ST	RES	001			1059	22.0	AC	2589.7
0003	56TH ST	ADAMS ST	CASS AV	RES	001			1063	22.0	AC	2588.4
0003	56TH ST	CASS AV	CITY LIMIT	RES	001			2436	22.0	AC	5354.7
0004	56TH ST	WESTERN AV	OAK AV	COL	001			1112	24.0	AC	2665.2
0005	57TH ST	CASS AV	WEST END	RES	001			578	18.0	AC	1158.0
0006	57TH ST	ADAMS ST	WEST END	RES	001			1211	31.2	AC	2852.6
0007	57TH ST	OAK AV	WILMETTE AV	RES	001			620	24.0	AC	1853.3
0008	58TH ST	DEER CREEK LN	FAIRVIEW AV	RES	001			1627	25.0	AC	4519.4
0009	58TH ST	JAMES DR	EAST END	RES	001			1192	22.0	AC	2813.8
0010	59TH ST	CITY LIMIT	HEATH LN	COL	001			1564	34.3	AC	5860.6

IMS will provide update training for City staff in the operation and interpretation of these programs. Update training is usually completed as two half day on-site sessions and can include actual operators, managers, and field staff.

Right-of-Way Asset Management System (Optional)

Although the pavement management software provides for pavement inventory, IMS can provide ROW asset inventory and management software for the acquisition of additional pavement and ROW features. Signs and supports, traffic signals, street lights, pavement striping, pavement markings, sidewalks, ADA ramps, curbs and gutters, inlets, manholes, trees, driveway aprons, medians, fences, pavement and ROW hardware can be provided to a level of detail determined by the City. Data collection

Sign Demographic Data

Sign ID: 8900-01

Ownership: Municipal

Type Code: Street Sign

Description:

Street: ADAMS ST

Length: 393

From: MAPLE AV

Long. Distance: 12 ft

To: WISCONSIN AV

Position: East Side

Offset: 12.00 ft

Orientation: North Facing

Bar Code: 56DF563245

Material: Sheet Steel

Background Color: Green

Legend Color: White

Reflective Material: Reflective Tape

Location on Support: Top Left

Sign Tab:

Shape: Rectangle

Width: 1.50 ft

Height: 0.50 ft

Area: 0.75 ft²

X Coord: 2450.0000

Y Coord: 3180.0000

Z Coord: 1122.0000

Life Expectancy: 8 Years

Installation Date: 07/04/1996

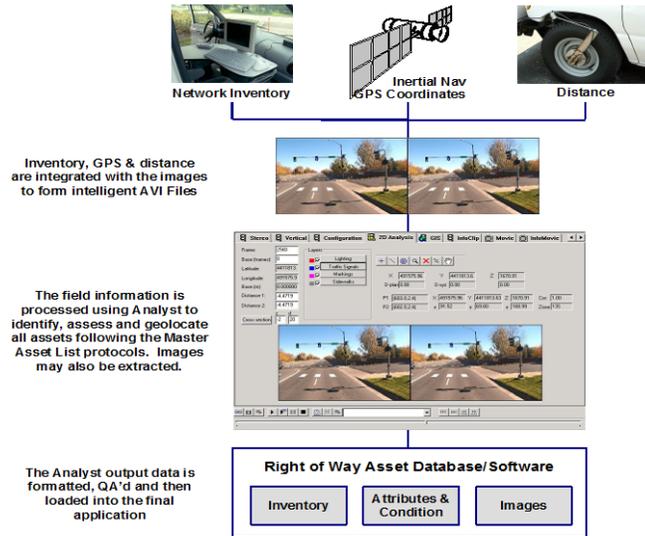
Condition Rating: 75

for the ROW asset inventory can be performed simultaneously with the surface condition survey using IMS's RST or through a variety of techniques using City and/or IMS staff.

Digital video extraction to collect asset information is the most cost effective approach to develop and map comprehensive asset inventories. The asset survey can be performed as part of the initial pavement management program or deferred to a future program or budget period. The digital video can also be stored by IMS to allow for future extraction activities without having to re-drive the street network.

Prior to the start of any ROW asset survey, a Master Asset List is created to define the information that the City wants to know about each selected asset. It is the equivalent to a “data dictionary” and sets the rules for the asset extraction process.

The actual ROW asset survey uses the GPS referenced digital video from a minimum of 3 cameras on-board the RST. The images and GPS data are merged on a frame-by-frame basis with the street inventory. They are post processed using specialty Trident 3D Analyst software to record the location, attribute information, condition and picture of each requested asset. Extracted asset data is loaded into the selected asset management software and/or the City’s GIS.



Retroreflectivity (Optional)

IMS can perform retroreflectivity surveys using two methodologies. A subjective survey can be performed using one of three methodologies accepted by the MUTCD for its 2012 requirements. The subjective method is an automated night-time survey and is generally less costly than the measured approach. This methodology requires that each street be driven in both directions. The measured approach uses a retroreflectorimeter to measure the reflectivity as part of a manual or “feet on the ground” survey. This methodology can be used to measure the retroreflectivity of power failure folding stop signs at intersections



with traffic signals. Both approaches are usually performed as a phase II activity. Phase I is the sign inventory, that includes sign location, attributes and general condition using asset extraction techniques described above.

It should be noted that although “subjective” may sound less accurate or not as good as “measured”, it actually is an excellent approach and meets the MUTCD requirements. The goal is to determine whether our aging population can see a particular sign at night as well as they can during the daylight conditions.

Project Timing

The data collection phase of the proposed update program including the RST survey and deflection testing will be completed within a four week period. Data processing, GIS linkage, and digital images will immediately follow the fieldwork. The current version of PavePRO Manager software with updated test results will be delivered within 60 days of completion of the field testing. Software training and the presentations will be scheduled following data processing completion. Optional ROW asset extraction can also follow the data processing and image preparation. Optional retroreflectivity testing can be performed following the development of the sign inventory. The ROW asset deliverables require approximately 90 additional days. We would anticipate an early fall data collection program done in conjunction with other Metro area agencies.

FEE SCHEDULE

The cost summary is based on the following fee schedule. It is derived from the official schedule submitted by IMS to the Northeast Illinois Partnering Contract (a consortium for North and Northwest Chicago area municipalities) and provides discounted prices for several task activities. It is based on scheduling surveys in conjunction with other area projects to eliminate mobilization charges.

• Project Initiation	\$1,500.00
• Network Referencing	\$1,000.00
• RST Surface Condition Survey	\$130.00/ test mile
• Deflection Testing	\$120.00/ test mile
• Data Processing	\$20.00/ test mile
• Development of Structural Indices (3 rd Party Software)	\$15.00/ test mile
• PCC Slab Survey (for streets with no deflection testing)	\$20.00/ test mile
• Pavement Width Measurements (for streets with no deflection testing)	\$10.00/ test mile
• PavementPRO Manager Software	\$3,000.00
• 3 rd Party Software	Special Quote
• Data Configuration & Data Load (3 rd Party Software)	Special Quote
• Parking Lot Survey, Software/Report	\$0.25/sq.yd. - Special Review
• Software Training (on site)	\$1,000.00/day - \$600/ half day
• Engineering Interpretation, Analysis, Special Reports	\$125.00/hour
• Transfer of Historical Data to a New Program	\$85.00/hour
• PavementPRO Software Maintenance and Support	\$1,000.00/year
• GIS Linkage	\$20.00/ test mile
• Digital Images @ 25' intervals (single view)	\$13.00/ test mile
• Digital Images @ 25' intervals (additional views)	\$10.00/mile/view
• Digital Video Storage for Future ROW Asset Extraction	\$10.00/ test mile
• GPS/Camera Extraction Set-up & AVI Conversion	\$10.00/ test mile
• ROWMan Software	\$2,000.00
• Master Asset List Development	\$300.00 - \$1,500.00
• Project Management	7.5% of Task Activities
• Asset Extraction Services (Fee/Asset Pricing)*	
• Signs and Supports	\$2.50/sign
• Traffic Signals and Supports	\$2.25/signal and/or support
• Light Poles	\$1.75/pole
• Curb and Gutter	\$1.75/curb block
• Storm sewer Inlets	\$1.75/inlet
• Manholes	\$1.75/manhole
• Sidewalks	\$1.75-\$2.25/sidewalk block
• ADA Ramps	\$1.75/ramp
• Driveway Aprons (point asset)	\$1.75/apron
• Driveway Aprons (linear asset)	\$2.25/apron
• Railroad Crossings	\$2.25/crossing
• Hydrants	\$2.25/hydrant
• Trees	\$2.50/tree
• Pavement Markings (point assets)	\$1.75/markings
• Pavement Striping (linear assets)	\$1.75/block
• Guard Rails	\$2.50/guard rail
• Medians	\$2.50/median
• Fences	\$2.50/fence
• Ditches	\$2.25/ditch
• Misc. Road and ROW Hardware	\$2.25/asset

* Unit price per mile estimates for ROW assets are more difficult to develop because of unlimited scenarios and unknown quantities. Having performed sign surveys for a number of different agencies, we find that the number of signs ranged from 30 to 109 per mile. Other assets (e.g. sidewalks, light poles, pavement markings, inlets, trees, etc.) vary dramatically from agency to agency and district to district within the agency depending on age, terrain, etc. Since there are some advantages to extracting multiple assets during the extraction activity, IMS has offered a cost per mile alternative in addition to or in lieu of the cost per asset previously referenced. We believe that this alternative can assist the City in the budget process and eliminate surprises. If the City has a good estimate of the quantity of some of their assets, the original unit price per asset offer may be the best approach.

COST SUMMARY

IMS has developed the following pavement management update cost summary for your consideration. The estimate is based on the 2009 street network of 136 test miles plus 4 miles for new streets added since the last survey or those that may have been under construction at that time.

Activity	Quantity	Units	Unit Rate	Total
Project Initiation				
Project Initiation	1	LS	\$1,500.00	\$1,500.00
Network Referencing	1	LS	\$1,000.00	\$1,000.00
Field Surveys				
RST Surface Condition Survey	140	MI	\$130.00	\$18,200.00
Deflection Testing	140	MI	\$120.00	\$16,800.00
Data Management				
Data Processing	140	MI	\$20.00	\$2,800.00
PavePRO Manager Software	1	LS	\$0.00	\$0.00
PavePRO Software Maintenance and Support	1	LS	\$1,000.00	\$1,000.00
GIS Linkage	140	MI	\$15.00	\$2,100.00
Digital Images (Forward view @ 25' intervals)	140	MI	\$13.00	\$1,820.00
Digital Images (Additional left, right and rear views @ 25' intervals)	140	MI	\$30.00	\$4,200.00
PavePRO Software Training (2 half days)	2	EA	\$600.00	\$1,200.00
Project Management	1	LS	\$3,797.00	\$3,797.00
Pavement Management Update				\$54,417.00

Services are provided on a unit-price basis and the City will be charged only for the actual number of miles tested and included in the database. The fee schedule is submitted with the assumption that the City will provide or assist IMS with the following information and services:

- Street list and GIS centerline file of roads to be surveyed complete with functional classifications.
- Optional asset attributes and condition assessments for the Master Asset List.
- Safety vehicle to trail deflection-testing equipment on arterials and collectors, if requested.
- Notification and coordination with other departments or agencies, if necessary.

PROJECT APPROVAL

This proposal is submitted in duplicate with each copy being considered as an original. Acceptance is constituted by signing and returning one copy to our office.

Approved Services

Pavement Management Update: 140 miles - \$54,417.00

ACCEPTED:

City of St. Charles, IL

By: _____

Title: _____

Date: _____



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title: Update Regarding IDOT Project on East Main Street
(7th Avenue to Dunham Road)

Presenter: James Bernahl

Please check appropriate box:

<input type="checkbox"/>	Government Operations	<input checked="" type="checkbox"/>	Government Services 09.24.12
<input type="checkbox"/>	Planning & Development	<input type="checkbox"/>	City Council

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

Executive Summary:

This presentation is for information purposes only pertaining to the work being performed by the Illinois Department of Transportation from 7th Avenue to Dunham Road.

The Contractor, Martam Construction, is currently on schedule for the proposed Phase I work to be completed by November 15, 2012. The focus of the work to date has been on the installation of new utilities both public and private. The first phase of this contract has been concentrated on the south side of East Main St. With all of the utility work completed on the south side of East Main St. from 7th Avenue to Hunt Club Drive, the contractor will begin focusing their efforts on rebuilding this section of roadway. The contractors schedule is to begin the placement of asphalt on the south side of East Main St. from 8th Avenue to Hunt Club Drive beginning Thursday September 13; weather permitting. This work is expected to be completed within two weeks. Once this is completed the contractor will then be diverting traffic to the south side of East Main St. so that the roadway replacement on the north side can begin.

It is the contractor's goal to have both the north and south side of East Main St. between 7th Avenue and Hunt Club Drive completed, minus surface, restoration, and ancillary work before November 15, 2012. All remaining work through this corridor will be completed in 2013. Per the agreement with IDOT, all work within this corridor will be stopped for the winter season beginning November 15, 2012. All four lanes of traffic will be open during this winter delay.

Attachments: *(please list)*

None

Recommendation / Suggested Action *(briefly explain):*

For information only.

For office use only:

Agenda Item Number: 6.g

 ST. CHARLES <small>S I N C E 1 8 3 4</small>		AGENDA ITEM EXECUTIVE SUMMARY				
		Title:	Presentation of Proposed Parkway Planting Ordinance			
		Presenter:	James Bernahl			
<i>Please check appropriate box:</i>						
	Government Operations	X	Government Services 09.24.12			
	Planning & Development		City Council			
	Public Hearing					
Estimated Cost:		Budgeted:	YES		NO	
If NO, please explain how item will be funded:						
Executive Summary:						
<p>This agenda item is a follow-up to staff's presentation on April 23, 2012 pertaining to various items within city parkways. At the conclusion of that presentation, staff was directed by the Government Services Committee to evaluate the current city codes and propose how to best address concerns relative to the various parkway items presented. Staff has met internally to discuss these items and it is believed that the creation of a new section to the city code proposed as Chapter 12.10; "Parkways" would best help to distinguish this section.</p> <p>The creation of this section in the city code would also allow for additions to or consolidation to the existing code for other specific parkway items in the future. It is presumed that additional sections would focus on other parkway specialty items such as private sidewalks, mailboxes, sprinkler systems, hardscape items, illuminated items, etc. Staff is proposing that the first section to be addressed relates specifically to parkway maintenance and parkway plantings. Attached with this agenda item is a copy of the proposed ordinance modifications which were developed by staff and the City's legal counsel. This presentation will primarily focus on this new section along with a brief overview on other recommended sections and how staff plans to move forward developing these.</p> <p>Based on this presentation staff will be seeking direction from the City Council to continue forward with the final approval of the proposed ordinance addition, as well as direction to continue development of the addition sections listed in the presentation.</p>						
Attachments: <i>(please list)</i>						
Copy of proposed "Parkway" ordinance						
Recommendation / Suggested Action <i>(briefly explain):</i>						
This presentation is for informational purposes only. Staff will be seeking guidance and feedback from the City Council on the proposed ordinance.						
<i>For office use only:</i>		<i>Agenda Item Number: 6.h</i>				

City of St. Charles, Illinois
Ordinance No. _____

An Ordinance Amending Title 12, “Streets, Sidewalks, Public Places and Special Events”, Chapter 12.04, “General Provisions”, Section 12.04.005, “Definitions” and Section 12.04.217, “Parkway Maintenance Responsibility”, and Chapter 12.20 “Trees and Shrubs”, and adding a new Chapter 12.10, “Parkways”, of the St. Charles Municipal Code

BE IT ORDAINED by the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois as follows:

Section 1. That Title 12, “Streets, Sidewalks, Public Places and Special Events”, Chapter 12.04, “General Provisions”, Section 12.04.005, “Definitions” of the St. Charles Municipal Code be and is hereby amended by deleting the language “For the purpose of this chapter, the following words shall have these meanings:” and substituting the following:

“For the purpose of this title, the following words shall have these meanings, unless another meaning is specifically provided for herein:” ...

Section 2. That Title 12, “Streets, Sidewalks, Public Places and Special Events”, Chapter 12.04, “General Provisions”, Section 12.04.005, “Definitions” of the St. Charles Municipal Code be and is hereby amended by adding the following definition thereto:

“H. “Private Plantings”. Flowers, ornamental grasses and other ornamental, non-woody vegetation.”

Section 3. That Title 12, “Streets, Sidewalks, Public Places and Special Events”, Chapter 12.04, “General Provisions” of the St. Charles Municipal Code be and is hereby amended by deleting Section 12.04.217, “Parkway Maintenance Responsibility” and by substituting the following therefor:

“RESERVED”

Section 4. That Title 12, “Streets, Sidewalks, Public Places and Special Events” be and is hereby amended by adding thereto a new Chapter 12.10, “Parkways”, as follows:

“Chapter 12.10

PARKWAYS

Sections:

12.10.010	Parkway Maintenance Responsibility
12.10.020	Parkway Plantings

12.10.010 Parkway maintenance responsibility.

- A. It is the responsibility of the owner of the lot or parcel adjacent to the parkway to mow the lawn areas of the parkway. The height of such grass lawn areas shall be governed by Section 8.28.020. If the owner does not maintain the grass lawn area to the height requirements, the nuisance will be handled in accordance with Chapter 8.28.
- B. Exceptions to the responsibility set forth herein are described in the "Lawn Maintenance Agreement" which is annually executed by the City of St. Charles with the St. Charles Park District.
- C. It is the responsibility of the owner of the lot or parcel privately served by a sidewalk, approach type, to maintain and repair such sidewalk, approach type.

12.10.020 Parkway plantings. The owner of the lot or parcel adjacent to the parkway may install private plantings in said parkway, subject to the following restrictions:

- A. Private plantings shall not be installed in such a manner as to interfere with the accessibility to public and private utility infrastructure appurtenances. A clearance area around a public or private utility appurtenance shall be maintained with turf in accordance with the City's Engineering Design and Inspection Policy Manual, Planting Guidelines Detail. The City or its designee shall have the right to remove private plantings within the parkway to perform maintenance work on existing public or private utilities, and shall not be required to replace the plantings so removed, but shall only be required to apply grass seed in such areas.
- B. Private plantings shall not be installed in such a manner as to interfere with the usage of public sidewalks or to cause unsafe passage of the same (Refer to "Standard Planting Parkway Detail" in the City's Engineering Design and Inspection Policy Manual).
- C. Private plantings shall not create an obstruction when vehicle occupants exit or enter vehicles parked along the edges of public roadways (Refer to "Standard Planting Parkway Detail" in the City's Engineering Design and Inspection Policy Manual).
- D. The height of private plantings shall not exceed the maximum vertical height as defined in the "Standard Planting Parkway Detail" in the City's Engineering Design and Inspection Policy Manual, except as may be specifically authorized by the Director of Public Works or designee. Notwithstanding the maximum allowable vertical height set forth herein, private plantings at street intersections shall not be installed so as to interfere with motorists' sightlines. If the Director of Public Works determines that such interference exists, the owner shall remove such plantings, or trim them down to a height specified by the Director of Public Works.
- E. Private plantings shall not be installed within the parkway in such a manner as to interfere with the natural drainage of storm water. Private plantings shall be placed in such a manner as to provide stabilization for existing loose soils, in conformance with

the adopted Kane County Stormwater Ordinance: Article 3 “Erosion and Sediment Control (NRCS)”; Sect: 300.b.

- F. No private plantings shall be installed that would be considered a public health nuisance or would be considered to be hazardous to the public’s well-being as referenced in Section 12.20.070 and Chapter 8.28 or determined by the Director of Public Works or designee.
- G. The owner of the lot or parcel adjacent to the parkway who installs private plantings within the parkway shall be responsible for all maintenance and trimming of such plantings utilizing good standard Arborist practices or as directed by the Director of Public Works or designee. If the plantings die or are otherwise removed, the parkway must be planted with grass seed or sod.
- H. In the event of a conflict between the provisions of this chapter and the provisions of a recorded easement over a parkway, the more stringent provisions shall apply.
- I. Planting of trees and shrubs in the parkway is governed by chapter 12.20.”

Section 5. That Title 12, “Streets, Sidewalks, Public Places and Special Events”, Chapter 12.20, “Trees and Shrubs”, of the St. Charles Municipal Code be and is hereby amended as follows:

Delete the definition of “Other Plants” in its entirety.

Delete all references to “trees, shrubs and other plants” and replace with “trees and shrubs”.

Delete all references to “trees, shrubs or other plants” and replace with “trees and shrubs”.

Delete all references to “tree, shrub, stump or other plant” and replace with “tree, shrub or stump”.

Delete all references to “tree, shrub or other plant” and replace with “tree or shrub”.

Section 6. That all ordinances and resolutions, or parts thereof, in conflict with the provisions of this Ordinance are, to the extent of such conflict, expressly repealed.

Section 7. That this Ordinance shall be in full force and effect ten (10) days from and after its passage, approval and publication as provided by law.

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 the _____ day of _____, 2012.

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

Ordinance No. _____
Page 4

Mayor Donald P. DeWitte

ATTEST:

City Clerk

COUNCIL VOTE:

Ayes:

Nays:

Abstain:

Absent:

APPROVED AS TO FORM:

City Attorney

DATE: _____



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title: Recommendation to Award Contract for the Reconstructor of Circuit 314 to PieperLine Line Construction

Presenter: Tom Bruhl

Please check appropriate box:

<input type="checkbox"/>	Government Operations	<input checked="" type="checkbox"/>	Government Services 09.24.12
<input type="checkbox"/>	Planning & Development	<input type="checkbox"/>	City Council
<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>	

Estimated Cost:	\$95,353.00	Budgeted:	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> X	<input type="checkbox"/> NO	
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If NO, please explain how item will be funded:

Executive Summary:

The Red Gate Road Bridge will provide a long awaited link between the circuits on the east and west sides of the river. To make full use of the tie, the circuits on both sides of the river must have similar capabilities. The wire between Country Club Road and Fox Glen Drive on IL Route 25 was built only to feed the houses on Fox Glen Drive and is inadequate to be used to feed power across the river. The City solicited bids and there were four bidders. PieperLine Line Construction was the low bidder.

Attachments: *(please list)*

Bid Tabulation

Recommendation / Suggested Action *(briefly explain):*

Staff recommends approval of bids and award of contract to PieperLine Line Construction in an amount not to exceed \$95,353.00.

For office use only:

Agenda Item Number: 6.i

Bidder	Lump Sum	Contingency	Total
PieperLine	\$ 90,353.00	\$ 5,000.00	\$ 95,353.00
Intren	\$ 171,155.00	\$ 5,000.00	\$ 176,155.00
MJ Electric	\$ 121,552.82	\$ 5,000.00	\$ 126,552.82
Michels	\$ 134,853.00	\$ 5,000.00	\$ 139,853.00



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title: Recommendation to Award Bid for Sanitary and Storm Sewer Lining

Presenter: John Lamb

Please check appropriate box:

<input checked="" type="checkbox"/>	Government Operations	X	Government Services 09.24.12
<input type="checkbox"/>	Planning & Development		City Council
<input type="checkbox"/>	Public Hearing		

Estimated Cost:	\$630,700.00	Budgeted:	YES	X	NO	
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If NO, please explain how item will be funded:

Executive Summary:

City staff maintains the sanitary sewer system on an ongoing basis to decrease amount of inflow and infiltration and repair points of service in the system. Sewer lining is a major part of this program and is contracted out. Staff compiled bid specifications for the contract and bid opening. Budgeted amount for sanitary sewer lining is \$560,700.00. Also included is storm sewer lining that has a budgeted amount of \$70,000.00.

The sanitary sewer portion of the bid (\$488,502.40) is within the budgeted amount. Storm sewer portion (\$89,716.00) is above the budgeted amount. However, staff can reduce amount of lining and work with the contractor to come within budget with a change order for deduction.

A bid summary is attached.

Attachments: *(please list)*

Bid Summary

Recommendation / Suggested Action *(briefly explain):*

Recommend approval to Hoerr Construction in the amount of \$578,218.40 and a Resolution authorizing the Mayor and City Clerk to execute same.

For office use only:

Agenda Item Number: 6.j

**City of St. Charles Sanitary and Storm Sewer Lining Project
Bid Summary**

	Hoerr Construction	Michels Pipe Service	American Pipe Liners, Inc.	Visu-Sewer	Sheridan Plumbing
Sanitary Sewer Amount	\$488,502.40	\$667,282.00	No bid	\$688,730.00	No bid
Storm Sewer Amount	\$89,716.00	\$137,718.00	No bid	\$178,010.00	No bid
Total Amount	\$578,218.40	\$805,000.00		\$866,740.00	

Apparent Low Bidder for Sanitary Sewer: Hoerr Construction at \$488,502.40

Apparent Low Bidder for Storm Sewer: Hoerr Construction at \$89,716.00



AGENDA ITEM EXECUTIVE SUMMARY

Title:	Recommendation to approve Wholesale Water Supply Agreement Between the City of St. Charles and Illinois American Water Company for River Grange Area
Presenter:	John Lamb

Please check appropriate box:

	Government Operations	X	Government Services 09.24.12
	Planning & Development		City Council
	Public Hearing		

Estimated Cost:	N/A	Budgeted:	YES		NO	
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If NO, please explain how item will be funded:

Executive Summary:

City staff was approached by Illinois American Water Inc. in 2011 about providing water and sanitary sewer service for the River Grange area. Illinois American Water is a private utility currently providing service to the area. The area is outside City limits north of the Reserves subdivision and is contiguous with the City boundary.

In October 2011 the Committee approved a Utility Services Policy for areas outside the City requesting services. The River Grange area meets the conditions of the policy therefore City staff drafted a services agreement. This has been reviewed by the City attorney as well as Illinois American Water. This agreement is for water supply purposes only. Main points, conditions of the agreement include:

1. The City is not responsible for maintaining any infrastructure in the River Grange area.
2. Illinois American Water will pay for all improvements related to connecting to City services.
3. The City will bill Illinois American Water current ordinance water rates plus a 40% surcharge. This applies to connection fees, user charges and volume usage fees. Billing will occur on a monthly basis.
4. The City will receive a connection fee of \$43,470.00 based on the current twenty-three homes.
5. Monthly billing for user fees and usage will be approximately \$875.00 totaling \$10,500 annually.
6. The initial term of the agreement is twenty (20) years with successive five (5) year terms.

This agreement provides a revenue stream for the water fund and minimum expense for the City.

Attachments: *(please list)*

Water Services Agreement (to be provided at meeting)

Recommendation / Suggested Action *(briefly explain):*

Recommend approval of the Water Supply Agreement Between the City of St. Charles and Illinois American Water Company for River Grange Area and a Resolution authorizing the Mayor and City Clerk to execute same.

<i>For office use only:</i>	<i>Agenda Item Number: 6.k</i>
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**WHOLESALE WATER SUPPLY AGREEMENT BETWEEN THE
CITY OF ST. CHARLES AND ILLINOIS-AMERICAN WATER COMPANY**

THIS AGREEMENT is made and entered into as of the ____ day of _____, 2012 by and between the **CITY OF ST. CHARLES**, a municipal corporation (hereinafter referred to as “St. Charles” or the “City”), and **ILLINOIS-AMERICAN WATER COMPANY**, an Illinois corporation (hereinafter referred to as “ILAWC”).

WITNESSETH

WHEREAS, pursuant to Section 10 of Article VII of the constitution of the State of Illinois, St. Charles is authorized to contract or otherwise associate with individuals, associations and corporations in any manner not prohibited by law or by ordinance; and

WHEREAS, St. Charles owns and operates a water distribution system; and

WHEREAS, ILAWC owns and operates a water distribution system in the area certificated by the Illinois Commerce Commission (“ICC”) known as River Grange Lakes in unincorporated Kane County, said area being legally described on Exhibit “A” attached hereto and incorporated herein, and depicted on the map attached hereto and incorporated herein as Exhibit “B” (the “Certificated Area”); and

WHEREAS, the Certificated Area is located adjacent to the northern corporate limits of St. Charles; and

WHEREAS, ILAWC desires to obtain a supply of water from St. Charles to enable ILAWC to provide an adequate supply of water to its customers in the Certificated Area.

NOW, THEREFORE, in consideration of the foregoing and of the mutual covenants and agreements herein contained, the parties hereby agree as follows:

1. Sale and Purchase of Water.

(a) Requirements. ILAWC agrees to purchase and take all its water supply requirements to supply its customers within the Certificated Area. The City shall deliver its water to ILAWC through a meter at the City’s 8-inch water main at Grandfield Drive and, when necessary, through an emergency connection to the City’s 8-inch water main on Foley Lane in the Reserves of St. Charles subdivision (collectively, the “Point of Delivery”). The City agrees to deliver to ILAWC, at the Point of Delivery, all of the potable water requirements of ILAWC within the Certificated Area. No water supplied pursuant to this Agreement shall be used to serve non-residential uses.

(b) Flow Rate. ILAWC agrees to draw water at a substantially uniform rate. If at any time there is insufficient water pressure at the Point of Delivery, ILAWC may by means of booster pumps increase the pressure in ILAWC’s main, provided that the pressure in the City’s main shall not at any time be thereby reduced to less than thirty (30) pounds per square inch.

(c) Adequate System. The City hereby agrees to use its best efforts to maintain and keep its water distribution system in good repair and sufficient to furnish ILAWC with a minimum water pressure of thirty (30) pounds per square inch. Notwithstanding the foregoing, the City shall not be liable for any damages resulting from alleged inadequate water pressure, the failure to supply water or for any interruption of the water supply.

(d) Limited Service Area. ILAWC agrees that it will not use water purchased under this Agreement outside the Certificated Area. ILAWC will not use water purchased under this Agreement within the St. Charles Facility Planning Area as shown in Exhibit "C", attached hereto and incorporated herein. Without limiting the foregoing, it is expressly agreed that ILAWC shall not sell, furnish or give away, nor shall it permit any of its customers to sell, furnish or give away, water purchased under this Agreement to or for consumers outside the Certificated Area.

(e) Connection Fees. ILAWC shall pay to the City a one-time non-refundable Water Distribution Connection Fee in the amount of \$43,470.00. The Connection Fee shall be paid in full at the time the City signs the relevant Illinois Environmental Protection Agency permit(s) to connect the Certificated Area to the City System. The payment of the Connection Fee shall entitle ILAWC to provide water to the existing 23 dwelling units located in the Certificated Area, which are listed in Exhibit "D" attached hereto and incorporated herein. In the event that ILAWC seeks to serve additional dwelling units constructed within the Certificated Area, the payment of additional connection fees for such units shall be required and shall be calculated at 1.40 times the maximum connection fee charged for residential users within the corporate limits of the City in accordance with the City ordinances in effect at the time of the proposed connection. In no event shall this Agreement obligate the City to provide water for dwelling units in excess of the 23 existing dwelling units and the 48 platted dwelling units located in the Certificated Area as of the effective date of this Agreement.

2. Term. The term of this Agreement shall be for a period of twenty (20) years from the Effective Date, and shall automatically renew for successive periods of five (5) years unless one party gives written notice of intent not to renew at least six (6) months prior to the expiration of the then-current term (the "Term").

3. Rates; Billing.

(a) Meter Reading; Monthly Bills. St. Charles shall read ILAWC's water meters at the Point of Delivery monthly, and shall calculate a billing invoice based upon the rates set forth on Exhibit "E" attached hereto and incorporated herein by this reference, as adjusted from time to time pursuant to subsection (d). St. Charles shall send a billing invoice to ILAWC and ILAWC shall make monthly payments pursuant to such billing invoice for all water passing through the meter(s). ILAWC shall, within thirty (30) calendar days after receipt of such monthly statement, tender payment pursuant to the billing invoice. ILAWC will be charged a late payment fee of ten percent (10%) per annum for any past due amount.

(b) Billing Disputes; Failure to Pay or Other Default. Should ILAWC dispute any billing invoice from the City, ILAWC shall provide written notice of such dispute with thirty (30) calendar days of receipt of the invoice detailing the nature and amount of such dispute. St. Charles shall respond to such billing invoice dispute within fifteen (15) calendar days of

receiving ILAWC's dispute notice.

If ILAWC shall refuse, neglect or fail to pay the full amount of any undisputed billing invoice within thirty (30) calendar days after the due date of such invoice, or if ILAWC shall fail to comply with or perform any of the conditions or obligations on its part under this Agreement within thirty (30) calendar days of written notice of such condition or obligation, and if after such failure St. Charles shall deliver to ILAWC written notice of its intention to shut off the supply of water on account of such failure or default, then St. Charles shall have the right to shut off its water supply to ILAWC at the expiration of five (5) calendar days after the giving of such notice, unless within such five (5) day period ILAWC shall remedy such failure or default or provide written notice of a disputed billing invoice. The shutting off of the supply of water for any such cause shall not release ILAWC from its obligation to make payment of any amount or amounts due or to become due in accordance with the terms of this Agreement. The City shall not be liable for any damages caused by the shut off of water and ILAWC shall indemnify and hold harmless the City against all claims related to such shut off.

(c) Rate Increases. Any water rate fee changes approved by the City for users of its water system during the term of this Agreement will be applied to the rates under this Agreement at a rate of 1.40 times the resident rate. These increases shall be effective after a thirty (30) day notice to ILAWC. The City reserves the right to impose additional charges, applicable to all its own similarly situated customers, if necessary to recover costs attributable to providing water to ILAWC under this Agreement

4. Required Infrastructure and Metering.

(a) ILAWC Construction of Improvements. ILAWC shall construct all appurtenances to its water system, including meter vaults, water meters, flow control valves and backflow prevention devices in order to receive water under this Agreement, as set forth in the plans attached hereto as Exhibit F, referred to as the "Connection Facilities" The Connection Facilities shall be owned by ILAWC and shall be constructed, repaired and maintained at ILAWC's sole cost. Any future replacements or modification of the Connection Facilities shall be subject to review and approval by St. Charles, which shall not be unreasonably withheld.

(b) Meter Testing. The parties hereto shall each have the right upon written notice to the other, to demand and have a test made of the accuracy of the meters installed for measuring the quantity of water delivered to ILAWC. Barring such a specific request, the meter(s) shall be tested at one year intervals. The expense for any such tests shall be borne by ILAWC. The results of such test shall be furnished to the parties to this Agreement. In the event of any inaccuracy in any meter, in excess of the allowable error hereinafter described, necessary corrections or replacements will immediately be made. If such test shall show any meter to be registering within two percent (2%), plus or minus of the correct quantity, it shall be considered accurate. If any test shows any meter to be measuring incorrectly greater than plus or minus two percent (2%), an adjustment shall be made to the appropriate party with respect to the amount paid or to be paid to St. Charles or water passing through such meter for the period of half the time elapsed since the last meter test or six (6) months, whichever is shorter.

(c) Maintenance of System. ILAWC shall be responsible to maintain its water distribution system for the Certificated Area, including the improvements constructed

pursuant to this Agreement in good condition and in accordance with the City's ordinances, rules, and regulations to the extent they are not in conflict with the ICC's tariffs, rules, and regulations.

5. Interconnections.

(a) No Interconnects; Exceptions for Emergencies. ILAWC agrees that it will not connect any well(s) to its water distribution system in the Certificated Area during the Term of this Agreement, unless its water distribution system is physically disconnected from the St. Charles water system. Notwithstanding the preceding sentence, in the event of an emergency resulting in an insufficient supply of water to meet the demands within the Certificated Area, temporary connections may be made between such well(s) and ILAWC's water distribution system. However, any such temporary connections shall be made in such manner as not to jeopardize the quality of water being supplied by St. Charles and any such temporary connections shall immediately be disconnected upon cessation of the emergency. ILAWC further agrees to comply with any and all present and future applicable sanitary rules, regulations and instructions of the IEPA and the City regarding cross-connection of wells and dual water supplies.

(b) Inspection. ILAWC further agrees that duly authorized Water Inspectors/Supervisory Personnel of St. Charles shall be allowed to make inspections of the entire water system of ILAWC and to recommend such changes in said system, as may be required to eliminate any cross-connection within ILAWC's water system. Failure, refusal or neglect on the part of ILAWC to promptly and properly eliminate any such cross-connections within thirty (30) calendar days after notice in writing from St. Charles, shall constitute breach of this Agreement and shall be sufficient grounds, upon due notice, for the termination of the water supply provided for herein, or for discontinuance of the service until such cross connections are eliminated.

6. Applicable Law. This Agreement shall be construed and its performance shall be determined in accordance with the laws of the State of Illinois.

7. Notices. Any notice, demand or communication required herein or permitted hereunder shall be deemed to have been sufficiently given or served for all purposes if (a) delivered personally to the party or to an authorized representative of the party to whom the same is directed, (b) if sent by a nationally recognized overnight delivery service, charges prepaid, or (c) if sent by certified mail (return receipt requested), postage and charges prepaid, in each case addressed as follows:

If to St. Charles:
City of St. Charles
2 East Main Street
St. Charles, IL 60174
Attn: City Administrator

With a copy to:

Robin N. Jones
Gorski & Good, LLP
211 S. Wheaton Avenue, Suite 305
Wheaton, Illinois 60187

City of St. Charles
Director of Public Works
2 East Main Street
St. Charles, IL 60174

City of St. Charles
Environmental Services Manager
2 East Main Street
St. Charles, IL 60174

If to the Company:

Illinois American Water
Attn: Network Operations Manager
1000 Internationale Parkway
Woodridge, IL 60517

With a copy to:

Illinois American Water
Attn: Legal Department
300 North Water Works Drive
Belleville, IL 62223

or to such other address with respect to a party as such party shall notify the other in writing as above provided. Except as otherwise provided in this Agreement, any such notice shall be deemed to be given on the day personally delivered, one (1) day after the date on which the same was deposited with a nationally recognized overnight delivery service, or three (3) business days after the date on which the same was deposited in a regularly maintained receptacle for the deposit of United States mail, in each case addressed and sent as aforesaid.

8. Attorneys' Fees. If either party brings or commences any legal action or proceeding to enforce any of the provisions of this Agreement (or for damages by reason of an alleged breach of this Agreement), the party prevailing on the merits in such action shall be entitled to recovery of all its costs and expenses, including, without limitation, reasonable attorneys' fees, expert witness fees, consultant fees and litigation costs.

9. Successors and Assigns. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns, but shall not be assignable by any party hereto without the prior written consent of the other party, which consent will not be unreasonably withheld. Any attempted assignment in violation of this Section shall be

void.

10. Severability. The invalidity of any provision or part of this Agreement shall not be deemed to affect the validity of any other provision. In the event that any provision or part hereof is held illegal, unenforceable or invalid, both parties agree that the remaining provisions shall be and remain valid and enforceable to the fullest extent permitted by law.

11. Complete Agreement. This Agreement, including all exhibits attached hereto, contains the entire agreement among the parties hereto and supersedes all prior agreements and understandings, whether verbal or written, between the parties with respect to the subject matter hereof.

12. Captions. The captions in this Agreement are included for purposes of convenience only and shall not be considered a part of this Agreement in construing or interpreting any provision hereof or herein contained.

13. Waiver and Other Action. The failure of any party to exercise any right, power or option given it hereunder, or to insist upon strict compliance with the provisions hereof, shall not constitute a waiver of the terms and conditions of this Agreement with respect to any other or subsequent breach thereof, nor a waiver by such party of its rights at any time to require exact and strict compliance with all the terms hereof. The rights and remedies under this Agreement are cumulative to any other rights or remedies which may be warranted by law.

14. Warranties as to Authority. Each person signing this Agreement on behalf of a party does warrant that the person has authority to execute this Agreement on that party's behalf and that any and all necessary corporate or municipal actions or resolutions, if any, necessary to that party's execution and compliance with this Agreement have been duly adopted.

15. Insurance. Throughout the effective term of this Agreement, ILAWC shall procure and keep in full force and effect occurrence-based commercial general liability insurance in a policy amount of not less than Five Million Dollars and shall name the City as an additional insured thereunder. ILAWC shall provide the City with a certificate evidencing compliance with this Section.

16. Indemnity.

(a) To the fullest extent permitted by law, ILAWC hereby agrees to defend, indemnify and hold harmless the City against all loss, damages, claims, suits, liabilities, judgments, costs and expenses which may in anyway accrue against the City, its officials, agents and employees, arising in whole or in part or in consequence of the performance of this Agreement or operation of its water distribution system in the Certificated Area by ILAWC, its officials, agents and employees, except that arising out of the sole legal cause of the City, its officials, agents or employees, and ILAWC shall, at its own expense, retain attorneys, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefor or incurred in connection therewith, and, if any judgment shall be rendered against the City, its officials, agents and employees, in any such action, ILAWC shall, at its own expense, satisfy and discharge the same.

(b) To the fullest extent permitted by law, the City hereby agrees to defend, indemnify and hold harmless ILAWC against all loss, damages, claims, suits, liabilities, judgments, costs and expenses which may in anyway accrue against ILAWC, its officials, agents and employees, arising in whole or in part or in consequence of the performance of this Agreement or operation of its water distribution system by the City, its officials, agents and employees, except that arising out of the sole legal cause of ILAWC, its officials, agents or employees, and the City shall, at its own expense, retain attorneys, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefor or incurred in connection therewith, and, if any judgment shall be rendered against ILAWC, its officials, agents and employees, in any such action, the City shall, at its own expense, satisfy and discharge the same.

17. **Enforcement.** This Agreement shall be enforceable in the Kane County Circuit Court by any of the parties hereto by an appropriate action at law or equity to secure the performance of the covenants herein contained.

18. **Amendments.** No amendments to this Agreement shall be effective unless accomplished by written agreement executed pursuant to proper authority granted by the governing boards of each party to this Agreement.

19. **Autonomy.** No provision of this Agreement shall be construed to create any type of joint ownership of any property, any partnership or joint venture, or create any other rights or liabilities except as may be otherwise expressly set forth herein. The City specifically reserves any and all immunities, defenses and privileges it may have under law, including, but not limited to, tort immunities and sovereign immunity.

20. **Third Party Beneficiaries.** The City and ILAWC agree that this Agreement is for the benefit of the Parties hereto and not for the benefit of any third party beneficiary. No third party shall have any rights or claims against the City or ILAWC arising from this Agreement.

21. **Recitals.** The recitals set forth herein are substantive in nature and are incorporated into the body of this Agreement.

22. **Effective Date.** This Agreement shall take effect on the date hereinabove first written.

23. **Counterpart Execution.** This Agreement may be executed in one or more counterparts, all of which taken together will constitute one and the same instrument, and this Agreement shall not be binding on the signatories hereto until all such parties have executed this Agreement.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, each party hereto has caused this Agreement to be executed by an authorized officer and attested by its respective City Clerk and/or Secretary with its seals affixed hereto, all as of the date first above written.

CITY OF ST. CHARLES, ILLINOIS,

By: _____
Mayor Donald P. DeWitte

ATTEST:

City Clerk

ILLINOIS-AMERICAN WATER
COMPANY

By: _____

ATTEST:

Secretary

EXHIBIT "A"
LEGAL DESCRIPTION OF CERTIFICATED AREA

EXHIBIT "B"
MAP OF CERTIFICATED AREA

EXHIBIT "C"
MAP OF ST. CHARLES FACILITY PLANNING AREA

EXHIBIT "D"

LIST OF ADDRESSES OF EXISTING DWELLING UNITS

EXHIBIT "E"
INITIAL RATES

Description of Rate	Rate
A. Water Service Fee, per number of users*	\$9.88
B. Base Water Charge (based on monthly meter reading) per 1,000 gallons**	\$3.22
C. Excess Seasonal Water Rate ***	\$5.45

* Calculated at 1.40 times the current residential rate for a 1" meter size per City Code

** Calculated at 1.40 times the current base water rate per City Code

*** Calculated at 1.40 times the current excess seasonal water rate per City Code

EXHIBIT "F"
CONSTRUCTION PLANS

River Change

STATE OF ILLINOIS
ILLINOIS COMMERCE COMMISSION

VALLEY WATER COMPANY, INC. :
: 59094
Application for leave to extend its :
franchise to incorporate additional area. :

O R D E R
and
CERTIFICATE OF PUBLIC CONVENIENCE AND NECESSITY

By the Commission:

On June 26, 1974, Valley Water Company, Inc. ("Petitioner") filed its verified application for a Certificate of Public Convenience and Necessity authorizing it to construct, operate and maintain certain water supply and distribution system facilities and a sewage collection system to serve the public in certain areas located in Kane County, Illinois.

Pursuant to notice given in accordance with the rules and regulations of the Commission, a hearing was held before a duly authorized Examiner of the Commission at its offices in Chicago, Illinois on December 6, 1974. Petitioner was represented by counsel and presented evidence in support of its petition. An appearance was entered by a member of the Water Engineering Section of the Commission as well as two residents of the area proposed to be certificated. At the hearing on December 6, 1974, Petitioner withdrew its request to be certificated in a second area contiguous to the primary area. The hearing was continued to February 24, 1975 and at the conclusion of the hearing on said date, the case was marked "Heard and Taken".

Petitioner is certificated by this Commission to furnish water and sanitary sewer service in certain areas in Kendall County, Illinois. At the present time, Petitioner supplies about 250 customers.

Petitioner seeks certification of an area known as River Grange Lakes Subdivision located on the west side of Route 31 approximately 4 miles north of the city of St. Charles in Kane County. Petitioner has acquired certain water and sanitary sewer facilities serving 14 single family residences in the area. The subdivision is being served from one 8-inch well with pumping equipment rated at 100 gallons per minute. The well has a capacity of 300 gallons per minute. The water system is equipped with a 3,000 hydropneumatic storage tank. The sewage treatment plant has a capacity of 8,000 gallons per day. The existing water storage and sewage treatment facilities are designed to serve about 25 homes and would have to be expanded if development of the potential 600 lots is to be accomplished.

The evidence shows that residents of the Subdivision are presently paying a flat charge of \$20.00 per month for sewer and water service. The record further indicates that the homes in the Subdivision do not have meters. Two residents of the Subdivision testified that they had no objection to Petitioner's application.

The Commission, having considered the entire record herein and being fully advised in the premises, is of the opinion and finds that:

- (1) Valley Water Company, Inc. is an Illinois corporation authorized by the Secretary of State of Illinois,

to construct, operate and maintain a water supply and distribution system and a sewage collection and disposal system and to furnish water and sewer service to the public within the State of Illinois, and as such, is a public utility within the meaning of an Act entitled "An Act concerning public utilities," as amended;

- (2) Petitioner has made application to the Commission for a Certificate of Public Convenience and Necessity for authority to construct, operate and maintain a water supply and distribution system and a sewage collection and treatment system in River Grange Lakes Subdivision, Kane County, Illinois, as more particularly described in Appendix "A" attached hereto;
- (3) the Commission has jurisdiction of Petitioner and of the subject matter hereof;
- (4) the facts set forth in the recital portion of this order are supported by the evidence and are hereby adopted as findings of fact;
- (5) there is a need and demand for public water and sanitary sewage service in the area described in Appendix "A" hereto and there is at present no other water or sanitary sewage system available to the public in such area which is adequate to serve and meet the need and demand;
- (6) the continued operation and maintenance of the existing water supply and distribution system and sanitary sewage collection and treatment systems by Petitioner to serve the area described in Appendix "A" hereto and the transaction of a water and sanitary sewer utility business in said area by Petitioner will promote the public convenience and is necessary thereto;
- (7) a Certificate of Public Convenience and Necessity should be granted to Petitioner authorizing it to construct and/or operate and maintain a water supply and distribution system and a sanitary sewage collection and disposal system and to transact a water and sanitary sewer utility business in the area described in Appendix "A" hereto; the prayer of Petitioner is reasonable and should be granted;
- (8) prior to constructing any additional water and sanitary sewer facilities in the area described in Appendix "A" attached hereto, Petitioner shall secure all requisite permits from the Environmental Protection Agency and other public authorities as may be required by law;
- (9) within 10 days from the date of this order, Petitioner shall file with the Tariff Section of the Commission a schedule of rates for water and sanitary sewer service in the service area described in Appendix "A" hereto, said rates to conform to the rates presently being charged for service in the area;
- (10) the rules, regulations and conditions of service applicable to the area herein certificated shall be the same as the effective rules, regulations and conditions of service of Valley Water Company, Inc. now on file with the Commission and in effect for its presently certificated areas, or as they may subsequently be amended in the manner established by law;
- (11) within 30 days from the date of this order Petitioner shall commence installation of water meters for all

customers in the service area described in Appendix "A" attached hereto, and upon completion of said program shall file a schedule of rates for metered water service with the Commission.

IT IS THEREFORE ORDERED that the Certificate of Public Convenience and Necessity be, and it is hereby, granted to Valley Water Company, Inc. for the construction, operation and maintenance of a public water supply and distribution system and a public sewage collection and treatment system and for the transaction of a public water and sewer utility business within the River Grange Lakes Subdivision, a subdivision in Kane County, described in Appendix "A" hereto.

IT IS FURTHER ORDERED that a Certificate of Public Convenience and Necessity herein granted shall be the following:

CERTIFICATE OF PUBLIC CONVENIENCE AND NECESSITY

IT IS HEREBY CERTIFIED that public convenience and necessity require the construction, operation and maintenance of a public water supply and distribution system and public sanitary sewage collection and treatment system in the area described in Appendix "A" hereto and the transaction of a public water and sanitary sewer utility business by Valley Water Company, Inc. within the subdivision described in Appendix "A" hereto.

IT IS FURTHER ORDERED that within 10 days from the date of this order Petitioner shall file with the Tariff Section of the Commission a schedule of rates for water and sanitary sewer service in the area described in Appendix "A" attached hereto said rates to conform to the rates presently being charged for service in the area.

IT IS FURTHER ORDERED that the rules, regulations and conditions of service for water and sewer services applicable to the area herein certificated shall be the same as Petitioner's effective rules, regulations and conditions of service now on file with this Commission for Petitioner's presently certificated service area, or as they may subsequently be amended in the manner established by law.

IT IS FURTHER ORDERED that the foregoing certificate is granted upon the express condition that Petitioner shall secure all requisite permits from the Illinois Environmental Protection Agency and other public authorities as and where required by law.

IT IS FURTHER ORDERED that within 30 days from the date of this order Petitioner shall commence installation of water meters for all customers in the service area described in Appendix "A" hereto and upon completion of said program shall file with the Tariff Section of the Commission a schedule of rates for metered water service.

IT IS FURTHER ORDERED that the foregoing certificate is granted upon the express condition and provision that authority and permission to use the lands to be occupied shall be secured from the landowners and/or public authorities as and where required by law and that no authority has been granted authorizing Petitioner to use eminent domain to acquire these land rights.

By Order of the Commission this 30th day of April, 1975.

MG:nms

(SIGNED) MARVIN S. LIEBERMAN

Chairman

(S E A L)

A part of the East Half of Section 9 and a part of the West Half of Section 10, Township 40 North, Range 8 East of the Third Principal Meridian Kane County, Illinois.

Commencing at the center of said Section 9; thence North along the West line of the Northeast quarter of said Section 9 for a distance of 343.5 feet to an iron stake; thence Easterly on a course making an angle to the right of 88 degrees 37 minutes with the prolongation of the last described course for a distance of 1371.04 feet to a concrete monument; thence Southerly on a course making an angle to the right of 89 degrees 19 minutes with the prolongation of the last described course for a distance of 208.0 feet to an iron stake; thence westerly on a course making an angle to the right of 90 degrees 00 minutes with the prolongation of the last described course for a distance of 33.0 feet to an iron stake; thence Southerly on a course making an angle to the left of 90 degrees 00 minutes with the prolongation of the last described course for a distance of 150.0 feet to an iron stake; thence Easterly on a course making an angle to the left of 90 degrees 00 minutes with the prolongation of the last described course for a distance of 33.0 feet to an iron stake; thence Southerly on a course making an angle to the right of 90 degrees 00 minutes with the prolongation of the last described course for a distance of 499.0 feet to the place of beginning; thence Southerly along the prolongation of the last described course for a distance of 380.35 feet to a concrete monument; thence Easterly on a course making an angle to the left of 89 degrees 34 minutes with the prolongation of the last described course for a distance of 1640.0 feet to a point in the centerline of State Route No. 31; thence Northerly along said centerline making an angle to the left of 105 degrees 00 minutes with the prolongation of the last described course for a distance of 930.95 feet to a point of curvature in said centerline; thence continuing along said centerline on a curve to the left having a radius of 7969.40 feet for a distance of 13.30 feet to a point; thence Westerly on a course making an angle to the left of 90 degrees 33 minutes with the prolongation of the tangent of said curve for a distance of 368.80 feet to a concrete monument; thence Northerly on a course making an angle to the right of 90 degrees 05 minutes with the prolongation of the last described course for a distance of 85.80 feet to a point; thence Westerly on a course making an angle to the left of 89 degrees, 38 minutes with the prolongation of the last described course for a distance of 307.45 feet to a point; thence Southerly on a course making an angle to the right of 57 degrees, 50 minutes with the prolongation of the last described course for a distance of 255.42 feet to a point; thence Southerly on a course making an angle to the left of 90 degrees, 13 minutes with the prolongation of the last described course for a distance of 77.20 feet to a point; thence Westerly on a course making an angle to the right of 90 degrees, 00 minutes with the prolongation of the last described course for a distance of 66 feet to a point; thence Southerly on a course making an angle to the left of 90 degrees, 00 minutes with the prolongation of the last described course for a distance of 33.0 feet to a point; thence Westerly on a course making an angle to the right of 81 degrees, 22 minutes with the prolongation of the last described course for a distance of 92.20 feet to a point of curvature; thence continuing on a curve to the left having a radius of 545.12 feet for a distance of 148.11 feet to the place of beginning, containing 22.77 acres, all in St. Charles Township, Kane County, Illinois.

STATE OF ILLINOIS
ILLINOIS COMMERCE COMMISSION

CERTIFICATE

Re: 59094

I, CLARENCE F. HUTCHES II, do hereby certify that I am
Secretary of the Illinois Commerce Commission of the State of Illinois
and keeper of the records and seal of said Commission.

I further certify that the above and foregoing is a true,
correct and complete copy of order made and entered of record by
said Commission on the 30th day of April, A.D. 1975.

Given under my hand and seal of said Illinois Commerce
Commission at Springfield, Illinois this 5th day of May,
A.D. 1975.


Secretary



DOCKET NUMBER
 1 59094
 2 77-0276

- LEGEND**
- SANITARY SEWER
 - - - FORCEMAIN
 - WATERMAIN
 - - - WATER LINE NOT OWNED BY ILAWC
 - - - SANITARY LINE NOT OWNED BY ILAWC
 - MANHOLE
 - VALVE BOX
 - FIRE HYDRANT
 - - - CERTIFICATED AREA



 ILLINOIS AMERICAN WATER	
RIVER GRANGE	CERTIFICATED AREA
ISSUE DATE: 10/19/10 TOWNSHIP: ST. CHARLES COUNTY: KANE SHEET: 1 OF 1	

Drawing name: S:\Data\Engineering\Engineering File Structure\Construction\Bids\Chicago Metro\Property\River-Cert Area\Map.dwg; EastAreaFull Area\Sheet Layout Title; Plotted on: Oct 20, 2010 - 9:28am



**St. Charles
FPA Boundary**



SCALE: 1"=1200'
 DATE: AUGUST 7, 2003
 REV: AUGUST 15, 2003
 PRINTED: SEPT. 20, 2012
 I:\Files\wsh\eng\proj\boundary\city\st-char-fpa.dwg

District Code	Account Number	Premise Number	Account Name	Short Description	Mailing Address Line 1	Mailing Address Line 2	Mailing Address Line 3	Mailing Zip Code	Service Address	Service City	Service State	Service Zip
981	60297	90039444	Olivero, Oliver	Active	6N383 River Grange Rd		Saint Charles IL	601756341	6N383 RIVER GRANGE RD	ST CHARLES	IL	60174
981	60302	90039447	Bravos, Angelo	Active	35W991 River Grange Rd		St Charles IL	601756345	35W991 River Grange Rd	St Charles	IL	60174
981	60303	90039448	Linardos, Alexander	Active	35W990 River Grange Rd		Saint Charles IL	601756393	35W990 RIVER GRANGE RD	ST CHARLES	IL	60174
981	60306	90039450	Hall, Nancy	Active	36W040 River Grange Rd		Saint Charles IL	601756344	36W040 River Grange Rd	St Charles	IL	60174
981	60309	90039453	Wash R M	Active	36W080 River Grange Rd		Saint Charles IL	601756344	36W080 River Grange Rd	St Charles	IL	60174
981	60310	90039454	Bernard, Terrance	Active	36W116 River Grange Rd		Saint Charles IL	601756392	36W116 River Grange Rd	St Charles	IL	60174
981	60311	90039455	Cissik, Bob	Active	36W186 River Grange Rd		Saint Charles IL	601756392	36W186 River Grange Rd	St Charles	IL	60174
981	60312	90039456	Meksavan, Jung	Active	36W285 River Grange Rd		Saint Charles IL	601756382	36W285 River Grange Rd	St Charles	IL	60174
981	60316	90039457	Cousins, Ken	Active	36W261 River Grange Rd		Saint Charles IL	601756382	36W261 River Grange Rd	St Charles	IL	60174
981	60318	90039459	Wild, John	Active	36W260 Barton Dr		Saint Charles IL	601756310	36W260 Barton	St Charles	IL	60174
981	60321	90039460	Sebern, Paul	Active	36W290 Barton Dr		Saint Charles IL	601756310	36W290 Barton	St Charles	IL	60174
981	60322	90039461	Gibbons, Charles	Active	36W312 Barton Dr		Saint Charles IL	601756310	36W312 Barton	St Charles	IL	60174
981	60323	90039462	Jasick, Alan	Active	36W315 Barton Dr		Saint Charles IL	601756311	36W315 Barton	St Charles	IL	60174
981	60324	90039463	Fricke, Michael A	Active	36W283 Barton Dr		Saint Charles IL	601756311	36W283 Barton	St Charles	IL	60174
981	60325	90039464	Moore, Byron	Active	36W255 Barton Dr		Saint Charles IL	601756311	36W255 BARTON	St Charles	IL	60174
981	60326	90039465	Johnson, William	Active	6N380 River Grange Rd		St Charles IL	601756340	6N380 River Grange Rd	St Charles	IL	60174
981	60327	90039466	Hetz, Marvin	Active	6N347 River Grange Rd		St Charles IL	601756341	6N347 RIVER GRANGE RD	ST CHARLES	IL	60174
981	445636	90039446	Filipiak, Kathleen S	Active	36W015 River Grange Rd		St Charles IL	601756345	36W015 River Grange Rd	St Charles	IL	60174
981	637923	90039458	Nelson, Michele	Active	6N430 River Grange Rd		St Charles IL	601756342	6N430 River Grange Rd	St Charles	IL	60174
981	786983	90039449	Currie, Peter	Active	36W016 River Grange Rd		St Charles IL	60174	36W016 River Grange Rd	St Charles	IL	60174
981	847499	90039451	Byers, Lance	Active	36W060 River Grange Rd		St Charles IL	60174	36W060 River Grange Rd	St Charles	IL	60174
981	864445	90039443	Langman, Robert E	Active		6N351 RIVER GRANGE RD	ST CHARLES, IL	60174	6N351 RIVER GRANGE RD	ST CHARLES	IL	60174
981	915774	90039452	Ascher, Megan A	Active		36W076 River Grange Rd	St Charles, IL	60174	36W076 River Grange Rd	St Charles	IL	60174
981	922358	90039445	Krueger, Kristin M	Active		36W051 River Grange Rd	St Charles, IL	60174	36W051 River Grange Rd	St Charles	IL	60174

Engineering Plans
for
Illinois American Water Company
River Grange Water System Improvements

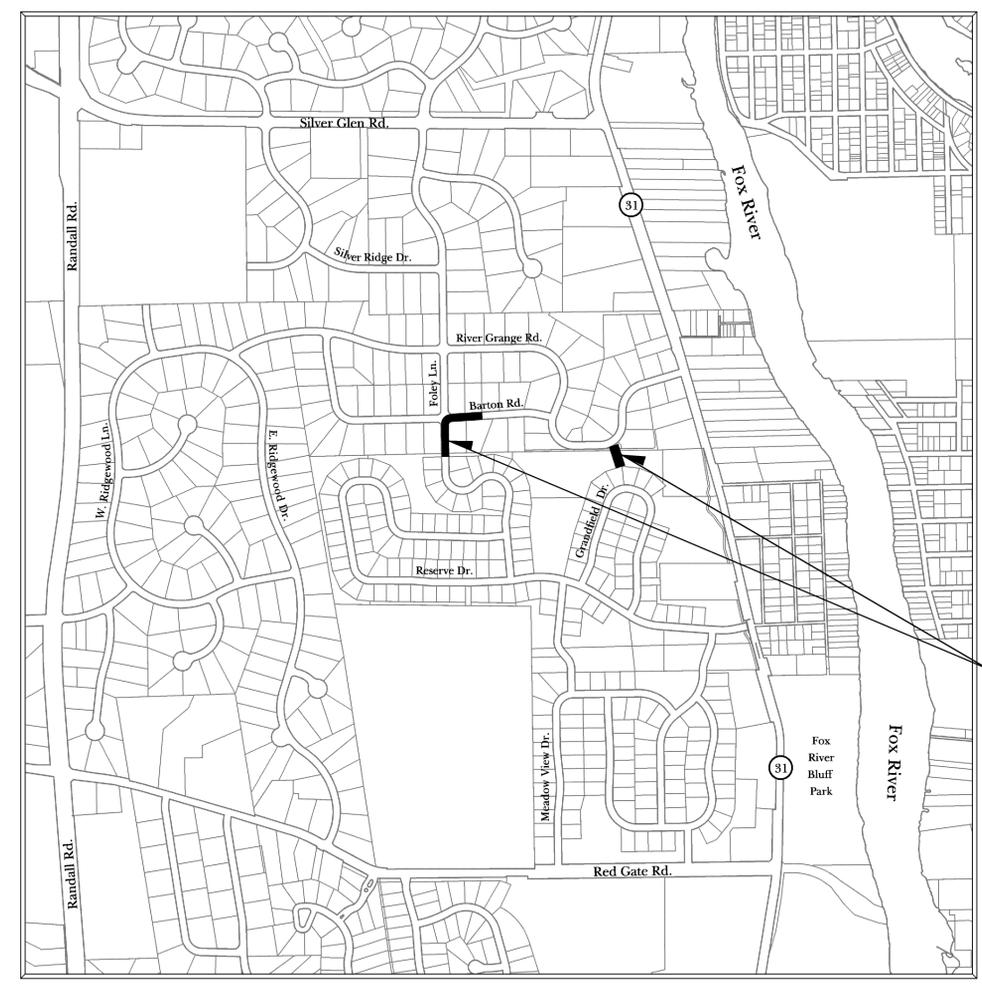
Located in Section 9, Township 40 North, Range 8 East
St. Charles Township, Kane County, Illinois

2012



**ILLINOIS
AMERICAN WATER**

ILLINOIS AMERICAN WATER COMPANY
1000 INTERNATIONALE PARKWAY
WOODRIDGE, IL 60517
P. (630) 739-8858
F. (630) 739-0477



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G.2	Legend
C.1	Plan & Profile - Barton Drive
C.2	Plan & Profile - Foley Lane
C.3	Plan & Profile - River Grange Road to Grandfield Drive
C.4	Well House Site & Utility Plan
C.5	Water Standards
C.6	Miscellaneous Details
C.7	Soil Erosion & Sediment Control Details
D.1	Well House Demolition Plan & Sections
P.1	Well House Piping Plan & Sections
P.2	Metering Station
E.1	Well House Electric Plan & Section
I.0	Process & Instrumentation Diagram Legend
I.1	Process & Instrumentation Diagram

Location Map
N.T.S.



Benchmarks:
BENCHMARK NO. 2500: SOUTH BOLT ON FIRE HYDRANT, RIVER GRANGE RD., 100' WEST OF WELL HOUSE ENTRANCE. ELEVATION778.41

PLANS PREPARED BY:



**TROTTER
and
ASSOCIATES**
Engineers and Surveyors
40W201 Wasco Road, Suite D
St. Charles, IL 60175
Ph.: 630-587-0470 • Fax: 630-587-0475

NOTE:
THE CONTRACTOR SHALL BE RESPONSIBLE FOR
DISTRIBUTING COMPLETE SETS OF THESE
PLANS AND PROJECT SPECIFICATIONS TO ALL
SUB CONTRACTORS INVOLVED IN THIS PROJECT.
A COMPLETE COPY OF THESE PLANS AND PROJECT
SPECIFICATIONS SHALL BE IN THE POSSESSION OF
THE CONTRACTOR AND ALL SUB CONTRACTORS
ON THE PROJECT AT ALL TIMES.

Revised: September 5, 2012
Revised: August 30, 2012
Date: June 18, 2012

I HEREBY CERTIFY THAT THESE PLANS WERE PREPARED UNDER MY DIRECT SUPERVISION.
DATED AT ST. CHARLES, ILLINOIS, THIS _____ DAY OF _____, 2012

ROBERT SCOTT TROTTER, P.E., B.C.E.E., TROTTER AND ASSOCIATES, INC.
ILLINOIS REGISTERED PROFESSIONAL ENGINEER No. 062-049660 / EXPIRATION DATE 11-30-2013
ILLINOIS DEPARTMENT OF PROFESSIONAL REGULATION FIRM NUMBER 184-002148

SEAL

Alignment, Boundary and Right of Way	Existing	Proposed
CENTERLINE		
CORPORATE LIMITS		
COUNTY LINE		
EASEMENT		
PROPERTY LINE		
RIGHT OF WAY LINE		
SECTION WAY LINE		
SECTION 1/4		
SECTION 1/4 1/4		
SETBACK		
TOWNSHIP		
BENCHMARK		
CONTROL POINT		
CONTROL POINT BRASS DISC		
CONTROL POINT USGS BRASS DISC		
CONTROL POINT IDOT BRASS DISC		
IRON PIPE		
IRON ROD		
MILE MARKER		
RIGHT OF WAY MARKER		
SECTION CORNER		

Drainage	Existing	Proposed
CHANNEL		
CONTOUR MAJOR (5')		
CONTOUR MINOR (1')		
DIKE		
DITCH AGGREGATE		
DITCH PAVED		
FLOODPLAIN 10 YR		
FLOODPLAIN 100 YR		
FLOODPLAIN 500 YR		
HIGH WATER LEVEL		
NORMAL WATER LEVEL		
LEVEE		
MARSH		
STORM SEWER		
SUMP		
WATER EDGE		
WETLAND		
CATCH BASIN		
DNANSPOUT		
FLARED END SECTION		
DRAINAGE PATTERN FLOW ARROW		
HIGH POINT / SUMMIT		
INLET		
STORM SEWER JUNCTION BOX		
STORM MANHOLE		
SWALE		
WATER SURFACE LEVEL INDICATOR		

Erosion and Sediment Control	Existing	Proposed
SILT FENCE		
DITCH CHECK		
INLET AND PIPE PROTECTION		
EROSION CONTROL BLANKET		
REVTMENT MAT		
TURF REINFORCEMENT MAT		

Lighting	Existing	Proposed
CABLE		
CONDUIT		
LIGHTING BURIED CABLE		
STREET LIGHT		
STREET LIGHT WITH ARM		
STREET LIGHT CONTROLLER		
YARD LIGHT		

Miscellaneous	Existing	Proposed
HANDRAIL		
SHEET PILE		
SOIL BORING LOCATION		
DRINKING FOUNTAIN		
PIPE CONTINUATION		
SURVEY POINT / SPOT ELEVATION		
TELEPHONE BOOTH		

Pavement and Roadway	Existing	Proposed
CABLE BARRIER		
CONCRETE BARRIER		
CURB & GUTTER		
GUARDRAIL		
SHOULDER		
BOLLARD / POST		
MAILBOX (USPS, UPS, FEDEX)		
MAILBOX (PRIVATE)		
SIGN		
ADVERTISING SIGN		
ASPHALT PAVEMENT		
ASPHALT PAVEMENT (HEAVY DUTY)		
BUTT JOINT		
CONCRETE		

Pavement Markings	Existing	Proposed
PAVEMENT MARKING LANE LINE w/ MARKERS		
PAVEMENT MARKING CENTERLINE w/ MARKERS		
PAVEMENT MARKING MULTI LANE		
PAVEMENT MARKING DOTTED		
PAVEMENT MARKING DOUBLE CENTERLINE		
PAVEMENT MARKING SKIP DASH		
PAVEMENT MARKING STOP BAR		

Pavement Markings	Existing	Proposed
HANDICAPPED PARKING SYMBOL		
PAVEMENT MARKING BIKE LANE		
PAVEMENT MARKING LEFT TURN ARROW		
PAVEMENT MARKING "ONLY"		
PAVEMENT MARKING RIGHT TURN ARROW		
PAVEMENT MARKING RAILROAD CROSSING		
PAVEMENT MARKING STRAIGHT ARROW		
PAVEMENT MARKING LEFT TURN OR STRAIGHT		
PAVEMENT MARKING RIGHT TURN OR STRAIGHT		

Railroad	Existing	Proposed
RAILROAD		
RAILROAD CONTROL CABINET		
RAILROAD SIGNAL		
RAILROAD CROSSING GATE		

Removal	Existing	Proposed
LINEAR ITEM REMOVAL		
TREE REMOVAL		
ASPHALT PAVEMENT REMOVAL		
CONCRETE REMOVAL		

Traffic Signals	Existing	Proposed
TRAFFIC CONTROL BARRICADE		
TRAFFIC SIGNAL		
TRAFFIC SIGNAL ARM		
TRAFFIC SIGNAL ARM (DOUBLE)		
TRAFFIC SIGNAL CONTROLLER		
TRAFFIC SIGNAL VEHICLE DETECTOR LOOP		

Utility Lines	Abandoned	Existing	Proposed
AERIAL UTILITY			
CABLE TV			
COMBINED SEWER			
ELECTRIC			
FIBER OPTIC			
FORCEMAIN			
GAS			
HOT WATER RETURN			
HOT WATER SUPPLY			
NON-POTABLE WATER			
OIL			
SANITARY SEWER			
SANITARY SERVICE			
TELEPHONE			
WATER SERVICE			
WATERMAIN			

Utility Structures	Existing	Proposed
AC UNIT		
BUFFALO BOX		
CLEANOUT		
CABLE TV SPLICE BOX		
ELECTRIC METER		
ELECTRIC SPLICE BOX		
ELECTRIC VAULT / MANHOLE		
FIRE HYDRANT		
GENERATOR		
GAS METER		
GAS PUMP		
GAS REGULATOR		
GUY WIRE		
GUY WIRE ANCHOR		
GAS VALVE		
HANDHOLE		
DOUBLE HANDHOLE		
IRRIGATION CONTROL VALVE		
LIFT STATION		
LIFT STATION WET WELL		
MONITORING WELL		
POWER POLE		
POWER POLE WITH LIGHT		
POWER POLE WITH TRANSFORMER		
SANITARY SEWER LIFT STATION		
SANITARY MANHOLE		
SEPTIC TANK		
TELEPHONE JUNCTION BOX		
TELEPHONE POLE		
TELEPHONE SPLICE BOX		
ELECTRIC TRANSFORMER		
UNDERGROUND ELECTRIC VAULT/MANHOLE		
UNDERGROUND GAS VAULT/MANHOLE		
UNDERGROUND TELEPHONE VAULT/MANHOLE		
WATER VALVE		
VALVE BOX		
VALVE VAULT		
WELL		
YARD HYDRANT		

Vegetation and Landscaping	Existing	Proposed
FENCE		
FENCE TEMPORARY		
FIELD		
HEDGELINE		
HEDGEROW		
SHRUBLINE		
TREELINE		
BUSH		
EVERGREEN BUSH		
FENCE POST		
GATE POST		
STUMP		
DECIDUOUS TREE		
EVERGREEN TREE		
TREE TRUNK PROTECTION		
MULCH		
PERENNIAL PLANTS		
SEEDING		
SODDING		
RIP-RAP		

Sheet Numbering

X1.1 = DISCIPLINE - SHEET NUMBER
X.1 = DISCIPLINE - SHEET NUMBER

Discipline

G = GENERAL
C = CIVIL
D = DEMOLITION
A = ARCHITECTURAL
S = STRUCTURAL
P = PROCESS
M = MECHANICAL
E = ELECTRICAL
I = INSTRUMENTATION

Section Calls

SECTION NUMBER
X - SHEET SECTION IS FROM
X - SHEET SECTION IS SHOWN ON

Section Identification

SECTION NUMBER
X - SHEET SECTION IS FROM
X - SHEET SECTION IS SHOWN ON

Utility Structure and Pipe Notation

SANITARY MANHOLE #3

STRUCTURE I.D. - TYPE A-1-C, 4' DIA. - DIAMETER

STRUCTURE TYPE - STA. 102+50, 18.0' LT. - STATION & OFFSET

FRAME & GRATE/LID - RM: 725.60 - RIM ELEVATION

PIPE SIZE & DIRECTION - 8" PVC (N): 715.50 - INVERT ELEVATION

8" PVC (S): 715.40

SANITARY SEWER

UTILITY I.D. - 6" PVC SDR-26 - PIPE MATERIAL

PIPE DIAMETER - 100 LF @ 0.40% - PIPE SLOPE

PIPE LENGTH - 25 CY TEB - TRENCH BACKFILL

XX SANITARY SEWER STRUCTURE & PIPE TAG

XX STORM SEWER STRUCTURE & PIPE TAG

XX WATERMAIN STRUCTURE & PIPE TAG

XX UTILITY CROSSING TAG

NOTE:
RIM ELEVATION, STATION/OFFSET AND/OR COORDINATES FOR UTILITY STRUCTURES ARE TAKEN AT THE CENTER OF THE LID/RIM.
RIM ELEVATION, STATION/OFFSET AND/OR COORDINATES FOR UTILITY STRUCTURES LOCATED WITHIN CURB & GUTTER ARE TAKEN AT THE BACK (TOP) OF CURB.

General Abbreviations

AC	ACRE
AGG	AGGREGATE
ALUM	ALUMINUM
B/T	BOTTOM OF
BT	BITUMINOUS
CIP	CAST IRON PIPE
C.L.	CENTER LINE
CMF	CORRUGATED METAL PIPE
CONC	CONCRETE
CY	CUBIC YARDS
DIP	DUCTILE IRON PIPE
DIA	DIAMETER
E	EAST
EA	EACH
EL	ELEVATION
EX	EXISTING
GALV	GALVANIZED
HMA	HOT MIX ASPHALT
HDPE	HIGH DENSITY POLYETHYLENE
HORIZ	HORIZONTAL
INV	INVERT
LF	LINEAL FEET
LT	LEFT
MAX	MAXIMUM
MIN	MINIMUM
N	NORTH
No.	NUMBER
PC	POINT OF CURVATURE
PCC	PORTLAND CEMENT CONCRETE
PI	POINT OF INTERSECTION
PL	PROPERTY LINE
POT	POINT ON TANGENT
PR	PROPOSED
PRC	POINT OF REVERSE CURVE
PSF	POUNDS PER SQUARE FOOT
PSI	POUNDS PER SQUARE INCH
PT	POINT OF TANGENCY
PVC	POLYVINYL CHLORIDE
R	RADIUS
RCCP	REINFORCED CONCRETE CULVERT PIPE
RCP	REINFORCED CONCRETE PIPE
RCCSP	REINFORCED CONCRETE SEWER PIPE
REF	REFERENCE
REQ'D	REQUIRED
REQ'D	REQUIRED
RT	RIGHT
S	SOUTH
SF	SQUARE FEET
SPEC	SPECIFICATION
SO	SQUARE
SS	STAINLESS STEEL
STA	STATION
STD	STANDARD
STRUCT	STRUCTURAL
SY	SQUARE YARDS
T	TOP OF
TEMP	TEMPORARY
TYP	TYPICAL
VERT	VERTICAL
VC	VERTICAL CURVE
VCP	VITRIFIED CLAY PIPE
VPC	VERTICAL POINT OF CURVATURE
VPI	VERTICAL POINT OF INTERSECTION
VPT	VERTICAL POINT OF TANGENCY
W	WEST
W/O	WITHOUT
W/O	WITHOUT
XS	CROSS SECTION
BASELINE	BASELINE
C.L.	CENTERLINE
P.U.E.	PUBLIC UTILITY EASEMENT
PLU & D.E.	PUBLIC UTILITY & DRAINAGE EASEMENT
R	RADIUS
REC	DISTANCE ON RECORDED PLAT OR DEED
ROW	RIGHT OF WAY
S.P.K.	SET PK NAIL

Civil Abbreviations

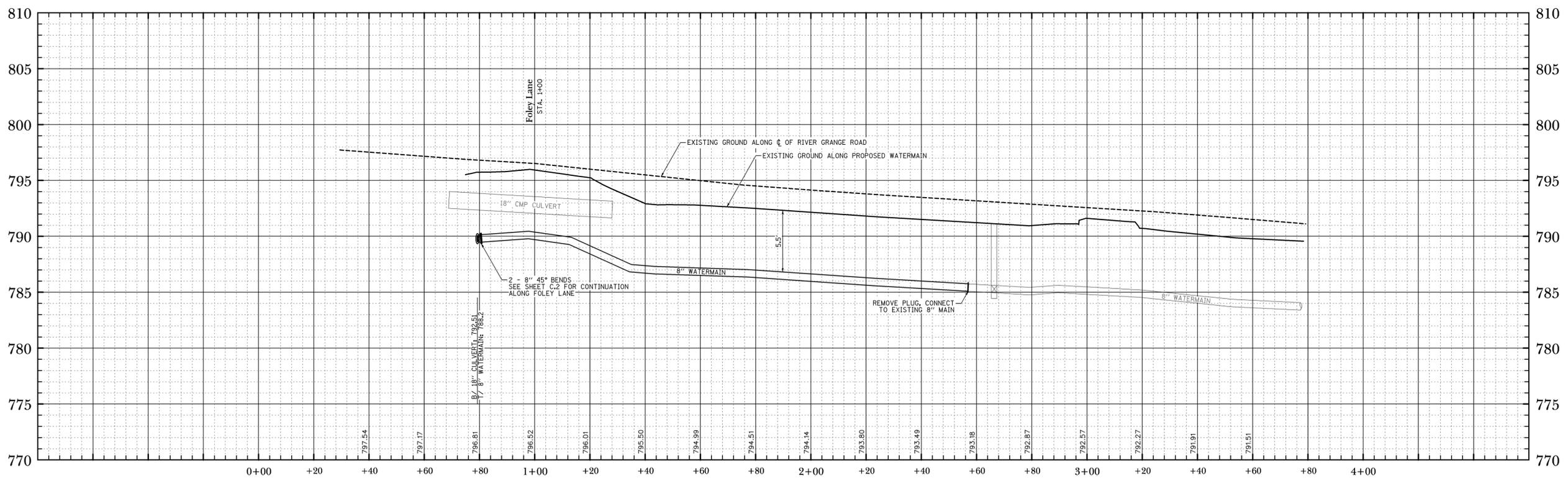
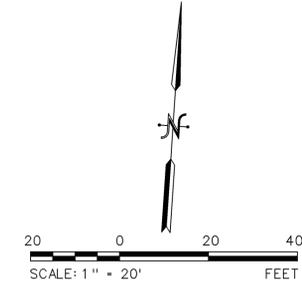
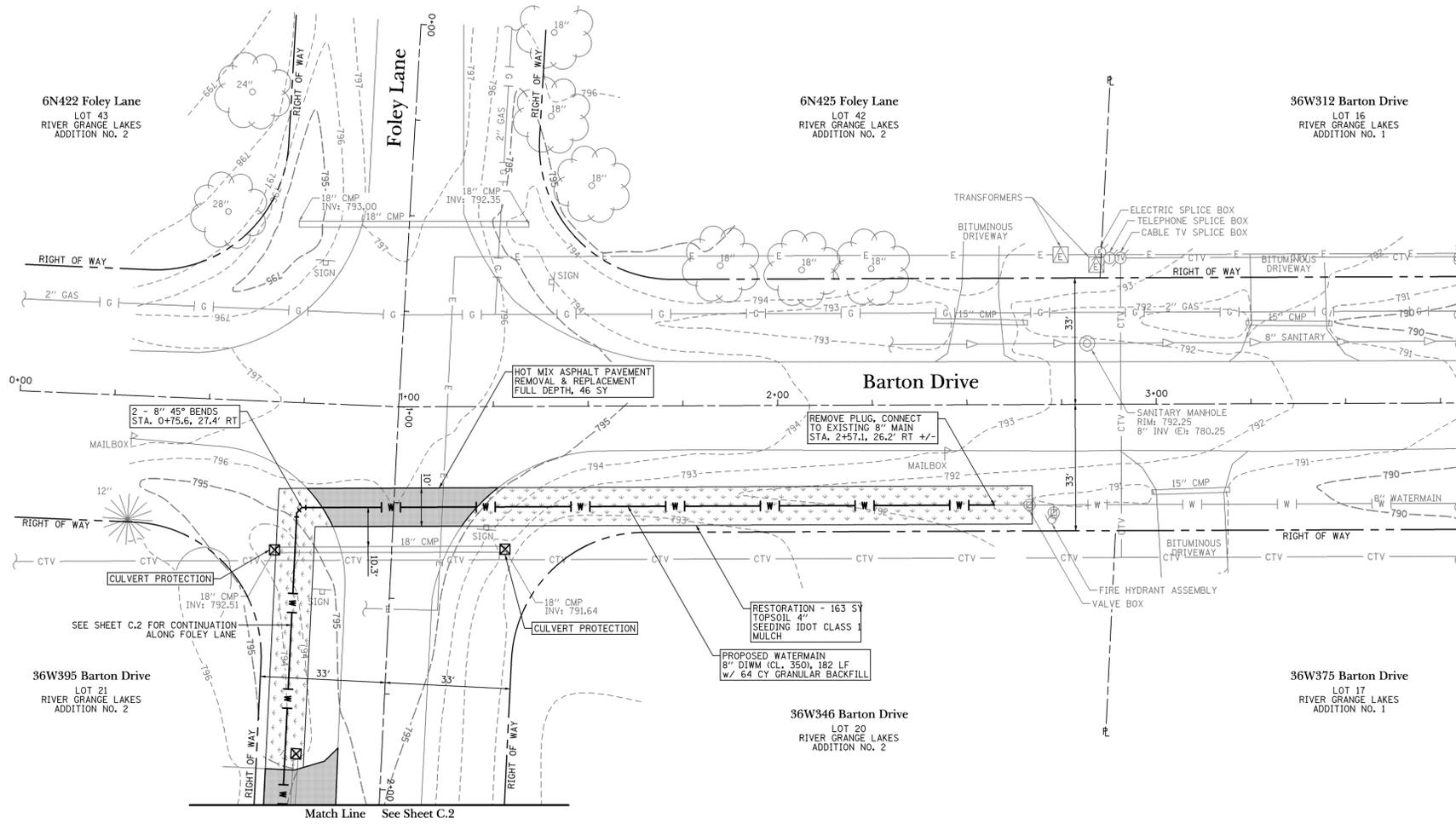
AFF	ABOVE FINISHED FLOOR
BC	BACK OF CURB
BFE	BASE FLOOD ELEVATION
BLDG	BUILDING
CB	CATCH BASIN
C&G	CURB & GUTTER
EOP	EDGE OF PAVEMENT
FRG	FRAME & GRATE
FF	FINISHED FLOOR
FH	FIRE HYDRANT
FL	FLOWLINE
FM	FORCE MAIN
HWL	HIGH WATER LEVEL
INL	INLET
MH	MANHOLE
NWL	NORMAL WATER LEVEL
SAN	SANITARY SEWER
SW	SIDEWALK
UTIL	UTILITY
VV	VALVE VAULT
WM	WATERMAIN

Process Abbreviations

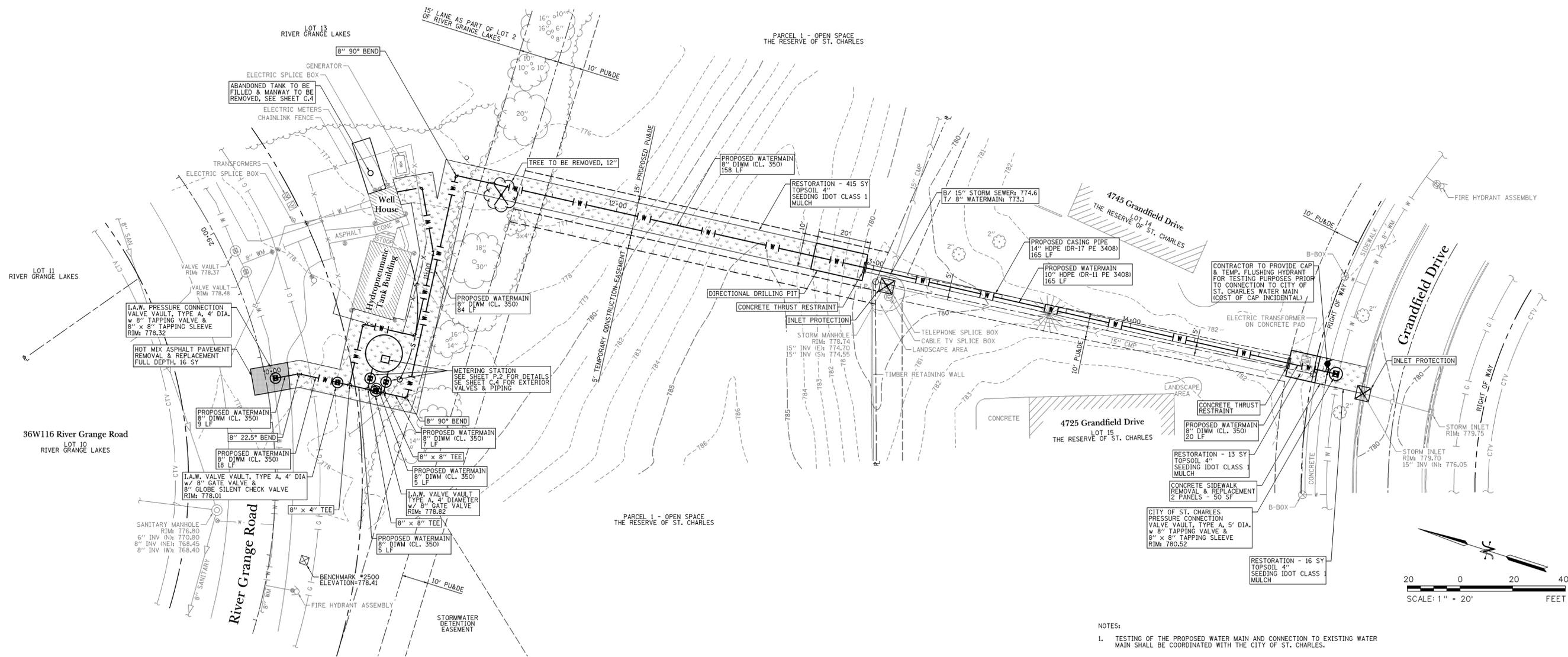
AE	ANALOG ELEMENT
AIT	ANALOG INDICATOR/ TRANSMITTER
B	BLOWER
BFP	BELT FILTER PRESS
CL	CLASS
CP	CONTROL PANEL
CS	CONTROL STRUCTURE
DO	DISSOLVED OXYGEN
F	FLANGED
FE	FLOW ELEMENT
FT	FLOW INDICATOR/ TRANSMITTER
FS	FINE SCREEN
G	GATE
GBT	GRAVITY BELT THICKENER
GSP	GALVANIZED STEEL PIPE
HWL	HIGH WATER LEVEL
LE	LEVEL ELEMENT
LIT	LEVEL INDICATOR/ TRANSMITTER
LWL	LOW WATER LEVEL
M	MIXER
MJ	MECHANICAL JOINT
MLSS	MIXED LIQUOR SUSPENDED SOLIDS
MIXING	MIXING
MP	MIXED LIQUOR SUSPENDED SOLIDS
ORP	OXYGEN REDUCTION POTENTIAL
P	PUMP
RAS	RETURN ACTIVATED SLUDGE
RAW	RAW SEWAGE
SCH	SCHEDULE
V	VALVE
WAS	WASTE ACTIVATED SLUDGE

Survey Abbreviations

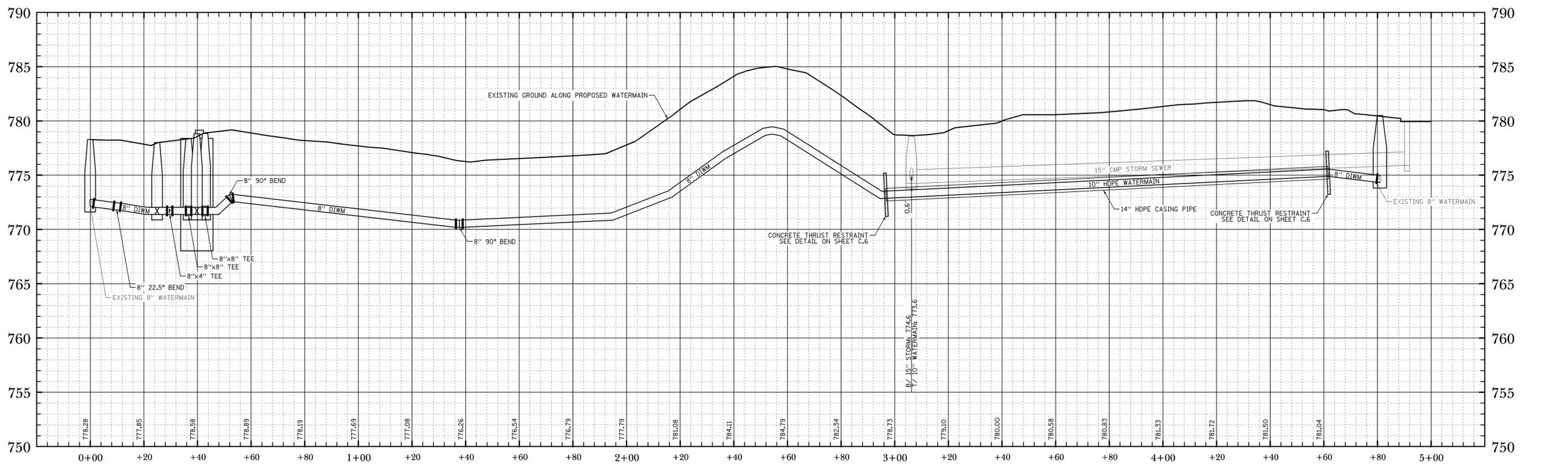
B=	ARC LENGTH
BM	BENCHMARK
C=	CHORD LENGTH
CH=	CHAIN
C.M.	FOUND CONCRETE MONUMENT
F.I.P.	FOUND IRON PIPE
F-FROW	FOUND RIGHT-OF-WAY MARKER
F.P.K.	FOUND PK NAIL
MEAS	MEASURED OR CALCULATED DISTANCE
PROPERTY LINE	PROPERTY LINE
P.O.B.	POINT OF BEGINNING



TROTTER ASSOCIATES Engineers and Surveyors 400/301 Wisco Road, Suite D St. Charles, IL 60175 Ph.: 630-587-0470 • Fax: 630-587-4475	
Illinois American Water Company River Grange Water System Improvements Plan & Profile - Barton Drive St. Charles Township, Kane County, Illinois	PROJECT MANAGER: MARK RUSSELL, P.E. ENGINEER: MARK RUSSELL, P.E. ENGINEER: MIKE DAVISON ENGINEER: MIKE DAVISON TOPOGRAPHER:
PROJECT NO.: IAW003 BASE FILE: Design Base.DGN SHEET FILE: C.I.dgn ISSUE DATE: JUNE 18, 2012 SCALE: Horiz: 1" = 20' Vert: 1" = 5' SHEET NUMBER:	REVISIONS:
DATE: 9/15/12 8/30/12	2. PER IN-HOUSE REVIEW 1. PER CITY OF ST. CHARLES REVIEW COMMENTS



NOTES:
 1. TESTING OF THE PROPOSED WATER MAIN AND CONNECTION TO EXISTING WATER MAIN SHALL BE COORDINATED WITH THE CITY OF ST. CHARLES.



REVISIONS	DATE
2.	PER IN-HOUSE REVIEW
1.	PER CITY OF ST. CHARLES REVIEW

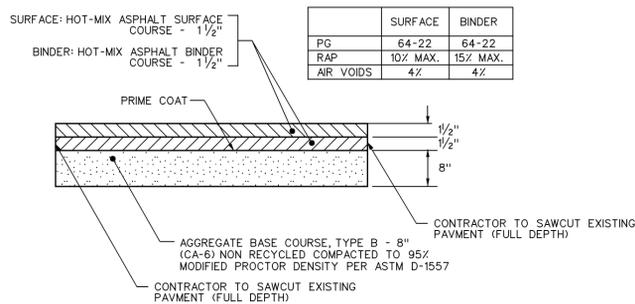
TROTTER
 ASSOCIATES
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 St. Charles, IL 60175
 Ph: (630) 587-0470 • Fax: (630) 587-0475

Illinois American Water Company
 River Grange Water System Improvements
 Plan & Profile - River Grange Road to Grandfield Drive
 St. Charles Township, Kane County, Illinois

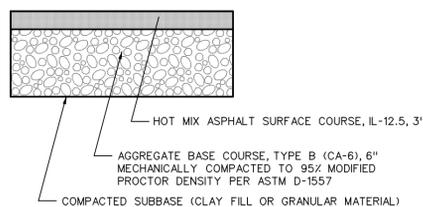
Project No.:	IAW003
Base File:	Design Base.DGN
Sheet File:	C.3.dgn
Issue Date:	JUNE 18, 2012
Scale:	Horiz: 1" = 20' Vert: 1" = 5'
Sheet Number	

Minimum Restrained Lengths (in feet) back from both sides of fitting						
Fitting type/nominal size	4"	6"	8"	10"	12"	16"
90 Degree Bend	17	25	32	38	45	59
45 Degree Bend	7	10	13	16	19	24
22.5 Degree Bend	3	5	6	8	9	12
11.25 Degree Bend	2	2	3	4	4	6
Dead End	39	55	73	87	103	134
Top Side Vertical Offset • (45°)	16	23	30	36	43	55
Bottom Side Vertical Offset • (45°)	4	6	8	10	11	15
Tee Run X Branch **	6" by	1	17			
Tee Run X Branch **	8" by	1	5	34		
Tee Run X Branch **	10" by	1	1	24	49	
Tee Run X Branch **	12" by	1	1	15	41	65
Tee Run X Branch **	16" by	1	1	1	26	95
Reducer ***	6" by	28				
Reducer ***	8" by	52	30			
Reducer ***	10" by	71	54	29		
Reducer ***	12" by	90	75	55	51	
Reducer ***	16" by	123	113	97	94	54

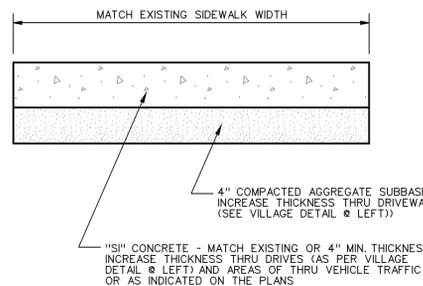
* Vertical offset with MINIMUM 10' of solid pipe between upper and lower bend.
 ** Tee with MINIMUM 10' solid pipe on both sides of run. Number indicates length of branch to be restrained.
 *** Length back from Large Eng of Reducer.



Asphalt Pavement Replacement

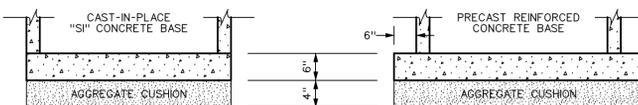
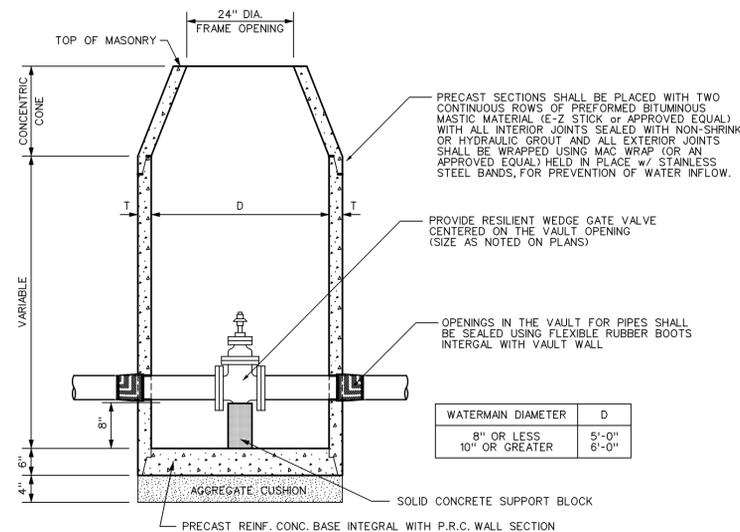


Driveway Replacement Detail



Concrete Sidewalk Replacement

- CONCRETE SIDEWALK REPLACEMENT NOTES:
- THE CONCRETE SIDEWALK SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE APPLICABLE SECTIONS OF THE STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION (LATEST EDITION)
 - THE CONCRETE SHALL CONFORM TO ARTICLE 1020 AND HAVE A 5" SLUMP AND DEVELOP A 3,500 MINIMUM PSI COMPRESSIVE STRENGTH AT 14 DAYS.
 - NO CHLORIDE ADDITIVE WILL BE PERMITTED IN THE CONCRETE MIXTURE.
 - TOOLED CONTROL JOINTS SHALL BE INSTALLED AT INTERVALS MATCHING THE SIDEWALK WIDTHS OR A 5 FOOT MAXIMUM.
 - FIBER EXPANSION JOINTS SHALL BE INSTALLED AT A MAXIMUM OF 50 FOOT CENTERS AND WHERE THE SIDEWALK ABUTS EXISTING OR PROPOSED CURB, CONCRETE DRIVEWAYS OR SIDEWALKS AND AT THE END OF EACH POUR.
 - THE SIDEWALK SHALL HAVE A BROOMED FINISH AND BE SEALED WITH A PROTECTIVE SURFACE TREATMENT CONSISTENT TO I.D.O.T. ARTICLE 420.21.

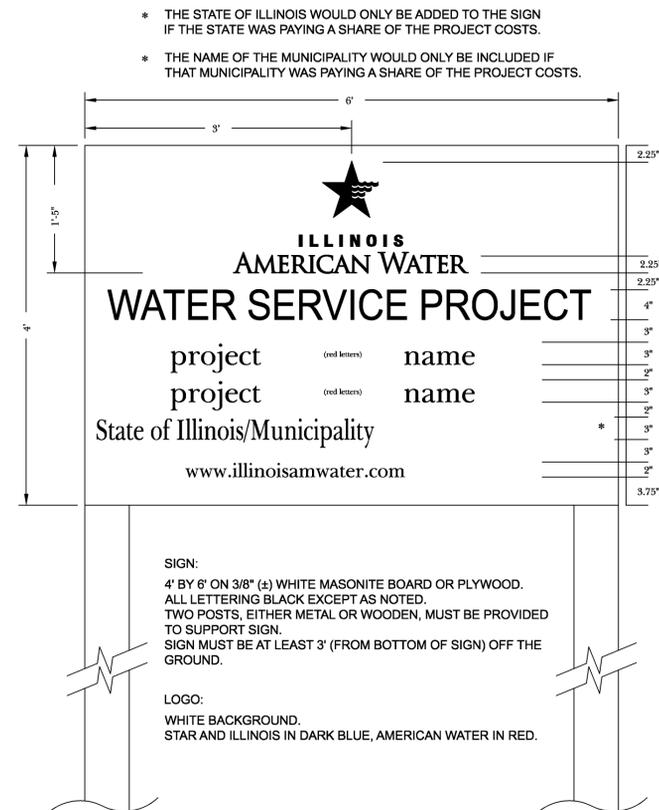


ALTERNATE MATERIALS for WALLS	D	C	T (MIN)
PRECAST REINF. CONC. SECTION	5'-0" 6'-0"	3'-9" 3'-9"	5" 6"
CAST-IN-PLACE	5'-0" 6'-0"	3'-9" 3'-9"	6" 6"

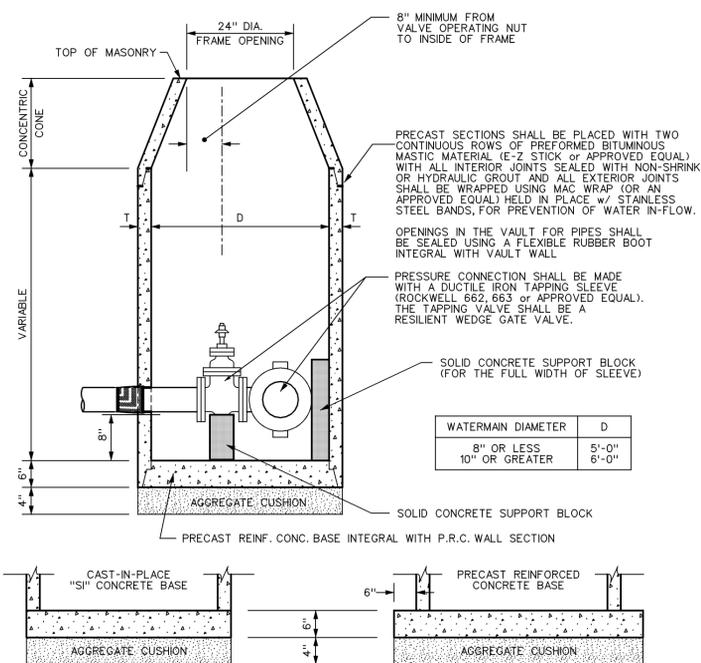
DIMENSION "C" MAY VARY FROM THE GIVEN TO A PLUS 6"

NOTES:
 IN ADDITION TO THE REQUIREMENTS OF ART. 602.15 OF THE STANDARD SPECIFICATIONS, THE CONTRACT UNIT PRICE FOR VALVE VAULT SHALL INCLUDE THE AGGREGATE CUSHION, WHEN REQUIRED, AND FURNISHING AND COMPACTING THE SPECIFIED BACKFILL.
 A MAXIMUM OF 2 CONCRETE ADJUSTMENT RINGS WITH A TOTAL MAXIMUM HEIGHT OF 12" WILL BE ALLOWED.
 ALL SECTIONS, ADJUSTING RINGS, AND CASTINGS SHALL BE INSTALLED WITH BUTYL ROPE JOINT MATERIAL SEAL.

City of St. Charles Valve and Vault Detail



Sign Detail

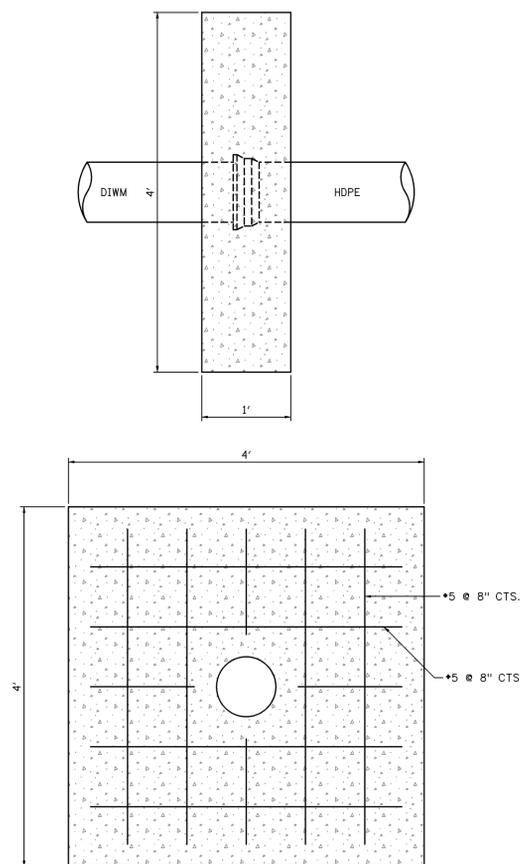


ALTERNATE MATERIALS for WALLS	D	C	T (MIN)
PRECAST REINF. CONC. SECTION	5'-0" 6'-0"	3'-9" 3'-9"	5" 6"
CAST-IN-PLACE	5'-0" 6'-0"	3'-9" 3'-9"	6" 6"

DIMENSION "C" MAY VARY FROM THE GIVEN TO A PLUS 6"

NOTES:
 IN ADDITION TO THE REQUIREMENTS OF ART. 602.15 OF THE STANDARD SPECIFICATIONS, THE CONTRACT UNIT PRICE FOR VALVE VAULT SHALL INCLUDE THE AGGREGATE CUSHION, WHEN REQUIRED, AND FURNISHING AND COMPACTING THE SPECIFIED BACKFILL.
 A MAXIMUM OF 2 CONCRETE ADJUSTMENT RINGS WITH A TOTAL MAXIMUM HEIGHT OF 12" WILL BE ALLOWED.
 ALL SECTIONS, ADJUSTING RINGS, AND CASTINGS SHALL BE INSTALLED WITH BUTYL ROPE JOINT MATERIAL SEAL.

City of St. Charles Pressure Connection Valve and Vault Detail



Concrete Thrust Restraint Detail

PROJECT MANAGER: MARK RUSSELL, P.E.
 ENGINEER: MARK RUSSELL, P.E.
 ENGINEER: STEPHEN J. HANSEN, P.E.
 ENGINEER: MIKE DAVISON
 SURVEYOR: TERRY HANSEN

PROJECT STAFF

PROJECT MANAGER: MARK RUSSELL, P.E.
 ENGINEER: MARK RUSSELL, P.E.
 ENGINEER: STEPHEN J. HANSEN, P.E.
 ENGINEER: MIKE DAVISON
 SURVEYOR: TERRY HANSEN

DATE: 9/25/12
 8/30/12

REVISIONS

ISSUE

2. PER IN-HOUSE REVIEW
 1. PER CITY OF ST. CHARLES REVIEW COMMENTS

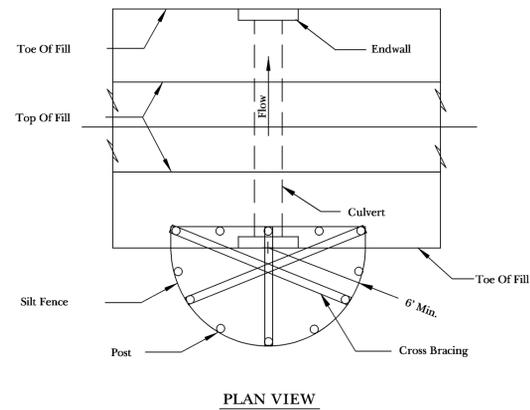
PROJECT NO.: IAW003
 BASE FILE: NA
 SHEET FILE: C.6.dgn
 ISSUE DATE: JUNE 18, 2012
 SCALE: NOT TO SCALE
 SHEET NUMBER

TROTTER ASSOCIATES
 Engineers and Surveyors
 400/200 W. Lake Road, Suite D
 St. Charles, IL 60175
 Ph.: (630) 587-0470 • Fax: (630) 587-0475

Illinois American Water Company
 River Grange Water System Improvements
 Miscellaneous Details
 St. Charles Township, Kane County, Illinois

C.6

CULVERT INLET PROTECTION - SILT FENCE



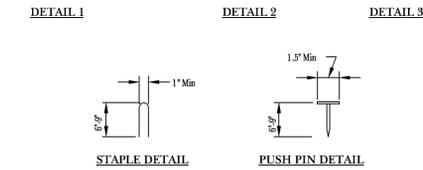
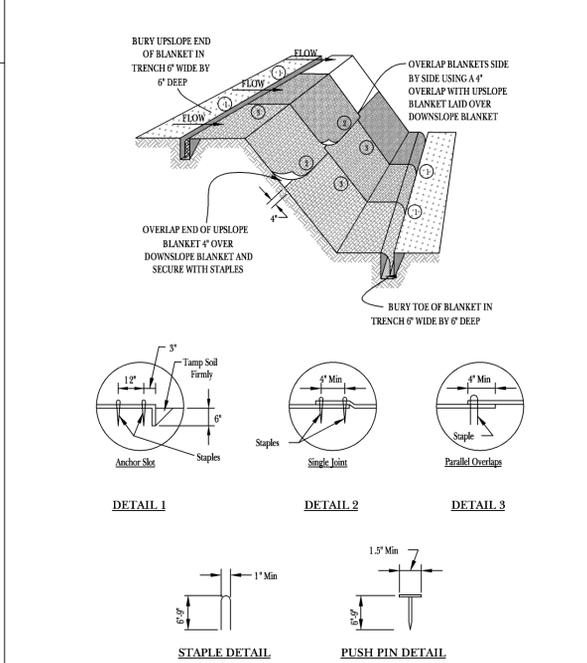
PLAN VIEW

- NOTES:
1. The silt fence shall meet the requirements as shown on standard drawing IL-620 SILT FENCE except the maximum post spacing shall be 3 feet and the tops of posts shall be cross braced.
 2. Sediment shall be removed when the sediment has accumulated to one-half the height of the silt fence.
 3. The maximum drainage area to the culvert being protected is 1 acre.

REFERENCE	Project	Date
Designed	_____	_____
Checked	_____	_____
Approved	_____	_____



STANDARD DWG. NO.
IL-508SF
SHEET 1 OF 1
DATE 1-29-99

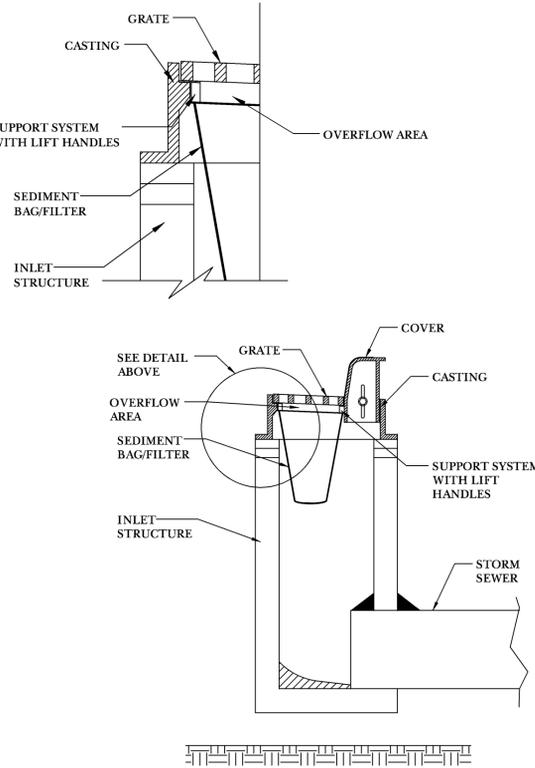


- NOTES:
1. Staples shall be placed in a diamond pattern at 2 per s.y. for stitched blankets. Non-stitched shall use 4 staples per s.y. of material. This equates to 200 staples with stitched blanket and 400 staples with non-stitched blanket per 100 s.y. of material.
 2. Staple or push pin lengths shall be selected based on soil type and conditions. (minimum staple length is 6")
 3. Erosion control material shall be placed in contact with the soil over a prepared seedbed.
 4. All anchor stakes shall be stapled at approximately 12" intervals.

REFERENCE	Project	Date
Designed	_____	_____
Checked	_____	_____
Approved	_____	_____

EROSION CONTROL
BLANKET INSTALLATION DETAILS

**INLET PROTECTION - PAVED AREAS
DROP-IN PROTECTION**

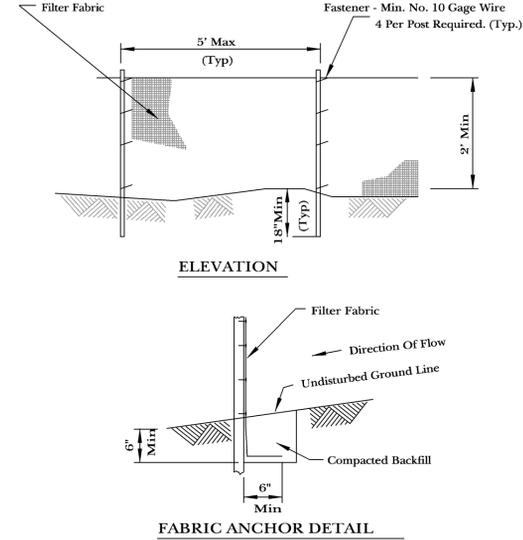


REFERENCE	Project	Date
Designed	_____	_____
Checked	_____	_____
Approved	_____	_____



STANDARD DWG. NO.
IUM-561D
SHEET 1 OF 1
DATE 01-11-11

SILT FENCE PLAN



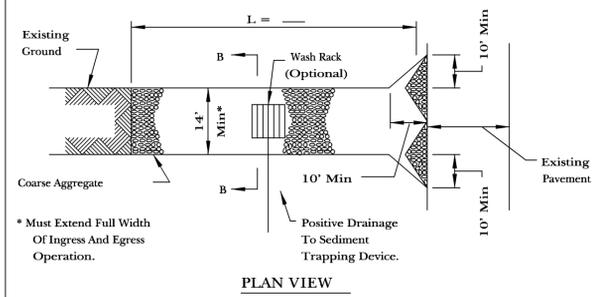
- NOTES:
1. Temporary sediment fence shall be installed prior to any grading work in the area to be protected. They shall be maintained throughout the construction period and removed in conjunction with the final grading and site stabilization.
 2. Filter fabric shall meet the requirements of material specification 592 Geotextile Table 1 or 2, Class with equivalent opening size of at least 30 for nonwoven and 50 for woven.
 3. Fence posts shall be either standard steel post or wood post with a minimum cross-sectional area of 3.0 sq. in.

REFERENCE	Project	Date
Designed	_____	_____
Checked	_____	_____
Approved	_____	_____

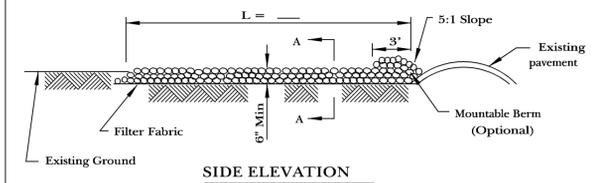


STANDARD DWG. NO.
IL-620
SHEET 1 OF 2
DATE 11-20-01

STABILIZED CONSTRUCTION ENTRANCE PLAN



PLAN VIEW



SIDE ELEVATION

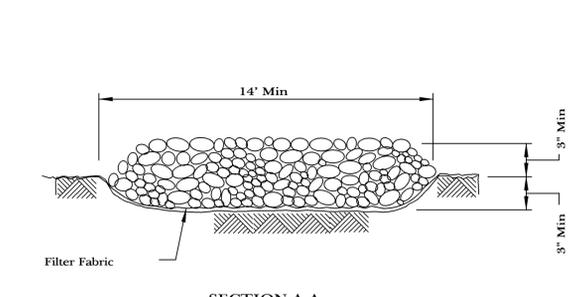
- NOTES:
1. Filter fabric shall meet the requirements of material specification 592 GEOTEXTILE, Table 1 or 2, Class , or and shall be placed over the cleared area prior to the placing of rock.
 2. Rock or reclaimed concrete shall meet one of the following IDOT coarse aggregate gradation, CA-1, CA-2, CA-3 or CA-4 and be placed according to construction specification 25 ROCKFILL using placement Method 1 and Class .
 3. Any drainage facilities required because of washing shall be constructed according to manufacturers specifications.
 4. If wash racks are used they shall be installed according to the manufacturer's specifications.

REFERENCE	Project	Date
Designed	_____	_____
Checked	_____	_____
Approved	_____	_____

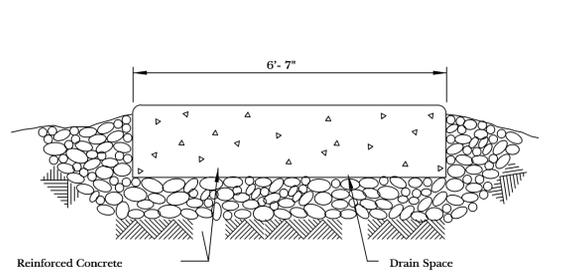


STANDARD DWG. NO.
IL-630
SHEET 1 OF 2
DATE 8-18-94

STABILIZED CONSTRUCTION ENTRANCE PLAN



SECTION A-A

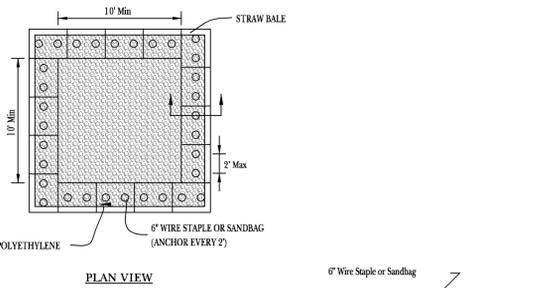


SECTION B-B

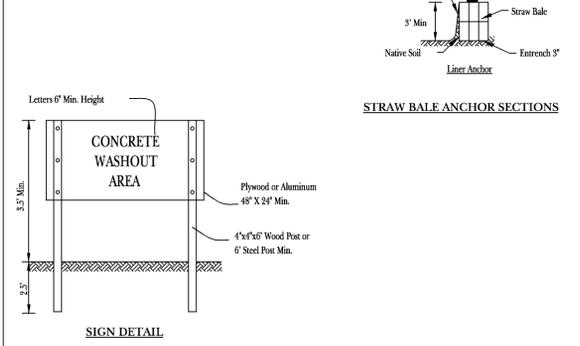
REFERENCE	Project	Date
Designed	_____	_____
Checked	_____	_____
Approved	_____	_____



STANDARD DWG. NO.
IL-630
SHEET 2 OF 2
DATE 8-18-94



PLAN VIEW



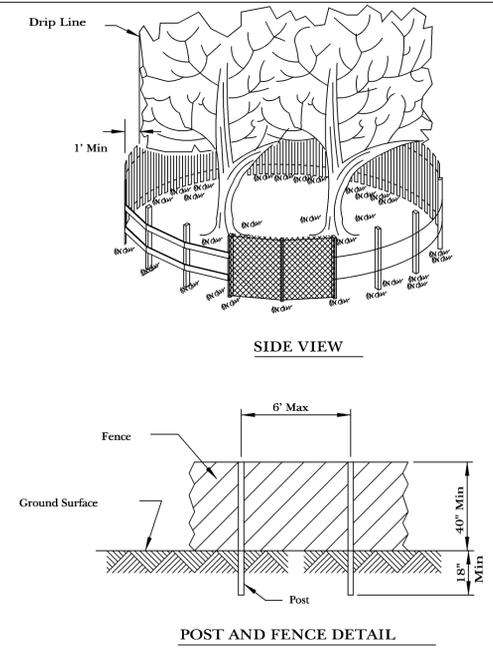
SIGN DETAIL

- NOTES:
1. Maintaining temporary concrete washout facilities shall include removing and disposing of hardened concrete and/or slurry and returning the facilities to a functional condition.
 2. Facility shall be cleaned or reconstructed in a new area once washout becomes two-thirds full.
 3. Each straw bale is to be staked in place using (2) 2"x2"x4" wooden stakes.

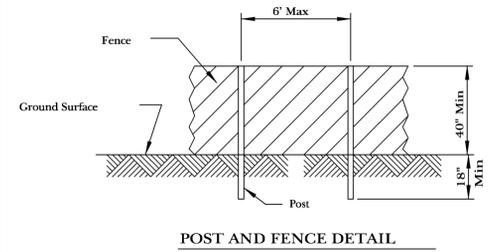
REFERENCE	Project	Date
Designed	_____	_____
Checked	_____	_____
Approved	_____	_____

TEMPORARY CONCRETE
WASHOUT FACILITY - STRAW BALE

TREE PROTECTION - FENCING



SIDE VIEW



POST AND FENCE DETAIL

- NOTES:
1. The fence shall be located a minimum of 1 foot outside the drip line of the tree to be saved and in no case closer than 5 feet to the trunk of any tree.
 2. Fence posts shall be either standard steel posts or wood posts with a minimum cross sectional area of 3.0 sq. in.
 3. The fence may be either 40" high snow fence, 40" plastic web fencing or any other material as approved by the engineer/inspector.

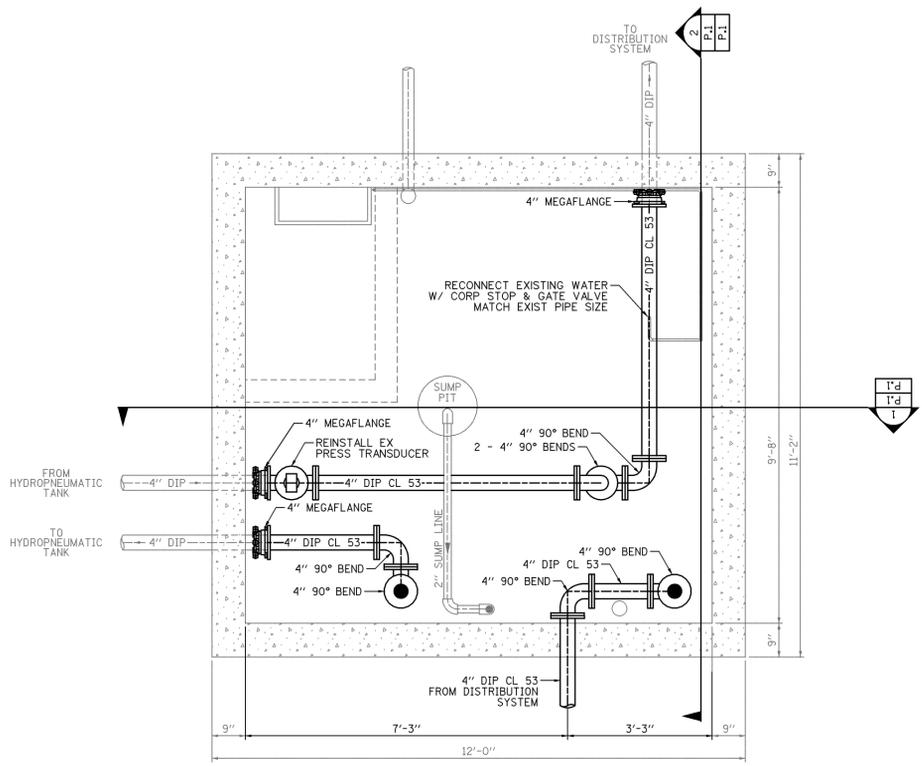
REFERENCE	Project	Date
Designed	_____	_____
Checked	_____	_____
Approved	_____	_____



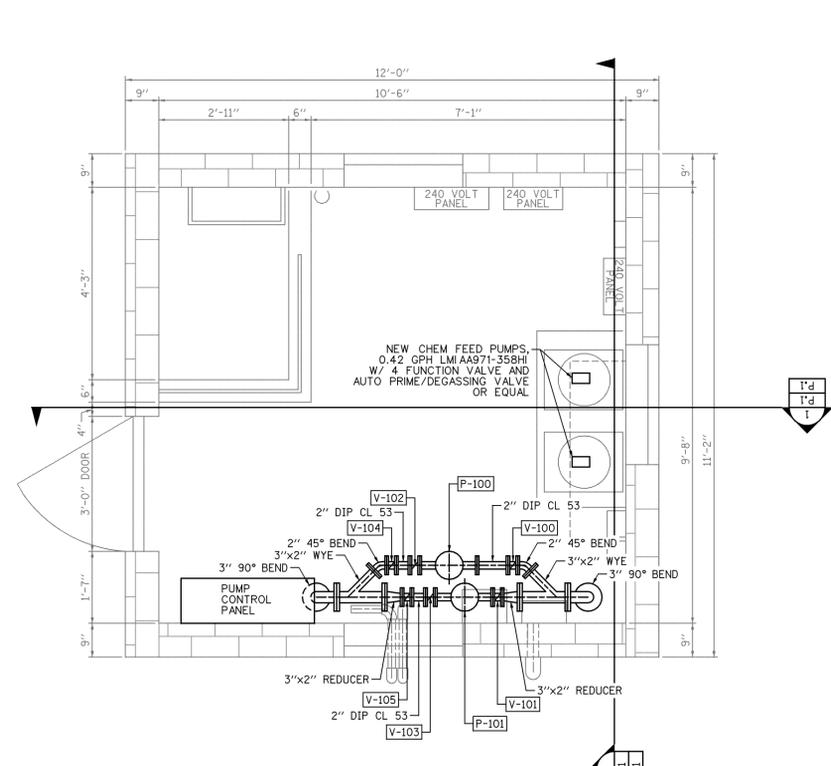
STANDARD DWG. NO.
IL-690
SHEET 1 OF 1
DATE 4-7-94

Illinois American Water Company
 River Grange Water System Improvements
 Soil Erosion & Sediment Control Details
 St. Charles Township, Kane County, Illinois

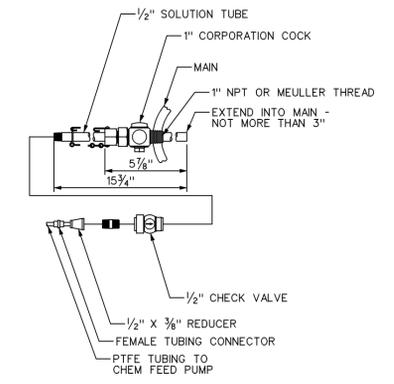
Project No.:	IAW003
Base File:	NA
Sheet File:	C-7.dgn
Issue Date:	JUNE 18, 2012
Scale:	NOT TO SCALE
Sheet Number	C.7



Lower Level Plan
1/2" = 1'



Upper Level Plan
1/2" = 1'



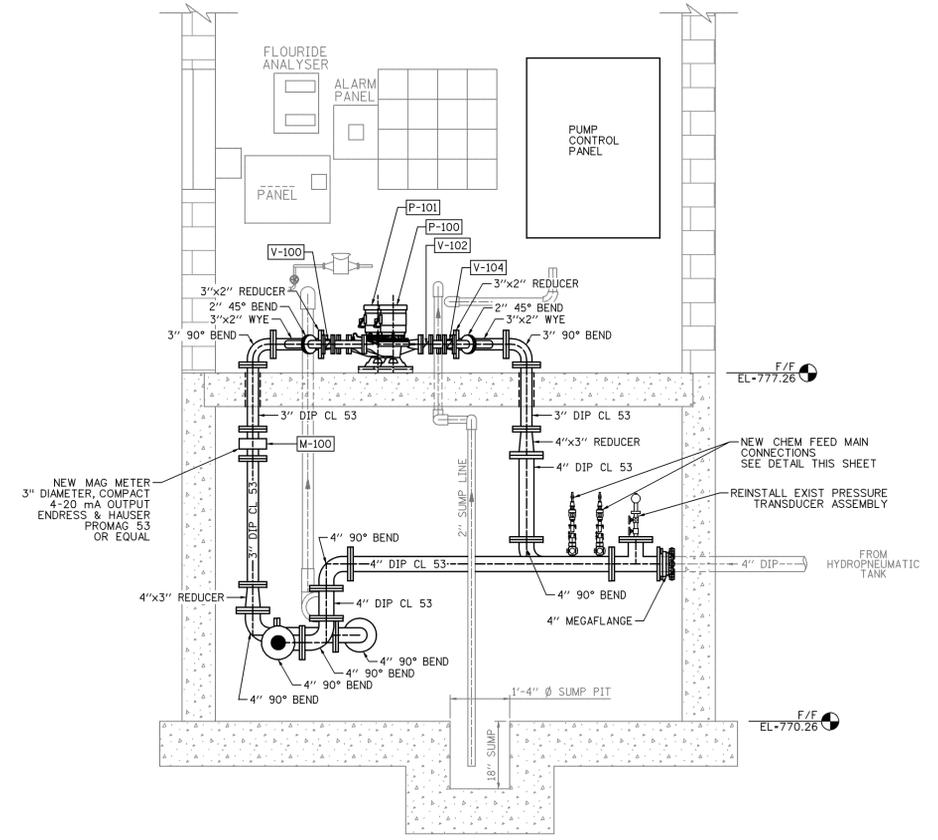
NOTES:
 1. PIPING AND VALVES SHALL BE CONSTRUCTED FROM PVC.
 2. VALVES SHALL HAVE PTFE SEATS.
 3. ALL COMPONENTS SHALL BE RATED AT 250 PSIOR HIGHER.
 4. ROUTE PTFE TUBING TO NEW CHEM FEED PUMPS AND CONNECT

Chemical Feed Main Connection

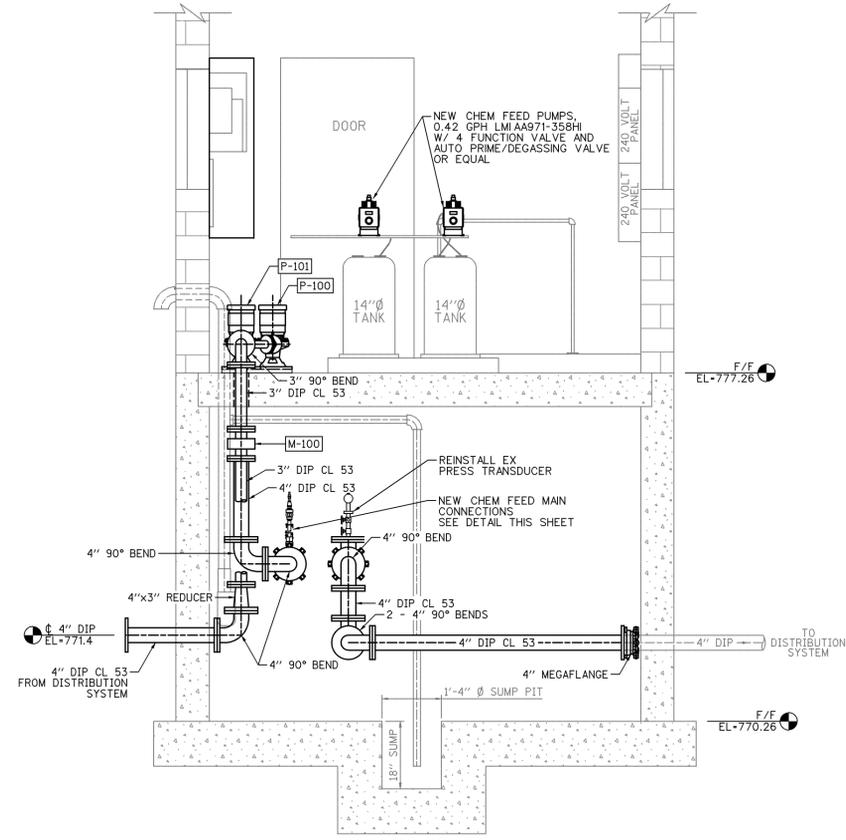
Pump Schedule			
NO.	SIZE	DESCRIPTION	SPECIFICATION SECTION
P-100	80 GPM	VERTICAL IN-LINE CENTRIFUGAL BOOSTER	SECTION 11350
P-101	80 GPM	VERTICAL IN-LINE CENTRIFUGAL BOOSTER	SECTION 11350

Valve Schedule			
NO.	SIZE	DESCRIPTION	SPECIFICATION SECTION
V-100	2"	BUTTERFLY VALVE	SECTION 15110
V-101	2"	BUTTERFLY VALVE	SECTION 15110
V-102	2"	GLOBE SILENT CHECK VALVE	SECTION 15110
V-103	2"	GLOBE SILENT CHECK VALVE	SECTION 15110
V-104	2"	BUTTERFLY VALVE	SECTION 15110
V-105	2"	BUTTERFLY VALVE	SECTION 15110

Meter Schedule			
NO.	SIZE	DESCRIPTION	SPECIFICATION SECTION
M-100	3"	ENDRESS & HAUSER PROMAG 53	N/A



Section 1
1/2" = 1'



Section 2
1/2" = 1'

PROJECT STAFF	ISSUE	REVISIONS	DATE
PROJECT MANAGER: MARK RUSSELL P.E. ENGINEER: MARK RUSSELL P.E. ENGINEER: TERRY J. HANSEN ENGINEER: MIKE J. DANSON TYPING: TERRY J. HANSEN	2. 1.		9/15/12 8/30/12

TROTTER
ASSOCIATES
Engineers and Surveyors
4009201 Wisconsin Road, Suite D
St. Charles, IL 60175
Ph.: (630) 587-0470 • Fax: (630) 587-0475

Illinois American Water Company
River Grange Water System Improvements
Well House Piping Plan & Sections
St. Charles Township, Kane County, Illinois

Project No.:	IAW003
Base File:	Well House.DGN
Sheet File:	P.1.dgn
Issue Date:	JUNE 18, 2012
Scale:	1/2" = 1'-0"
Sheet Number	

ABBREVIATIONS & LETTER SYMBOLS

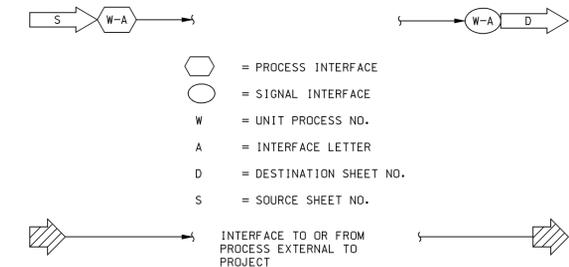
AC	ALTERNATING CURRENT
ALKY	ALKALINITY
AM	AUTO-MANUAL
BCP	BUILDING CONTROL PANEL
CAM	COMPUTER-AUTO-MANUAL
C12	CHLORINE
CM	COMPUTER-MANUAL
COD	CHEMICAL OXYGEN DEMAND
DC	DIRECT CURRENT
DCP	DIGESTER CONTROL PANEL
DO	DISSOLVED OXYGEN
FC1 2	FREE CHLORINE RESIDUAL
FDS	FAST-OFF-SLOW
FOSA	FAST-OFF-SLOW-AUTO
FOSR	FAST-OFF-SLOW-REMOTE
FR	FORWARD-REVERSE
HDNS	HARDNESS
HDA	HAND-OFF-AUTO
HOR	HAND-OFF-REMOTE
H2S	HYDROGEN SULFIDE
LCP-W-X	LOCAL CONTROL PANEL (W = UNIT PROCESS NUMBER X = PANEL NUMBER Y = UNIT NUMBER)
LEL	LOWER EXPLOSIVE LIMIT
LOS	LOCKOUT STOP
LR	LOCAL REMOTE
MA	MANUAL-AUTO
MC	MODULATE-CLOSE
MCC-X	MOTOR CONTROL CENTER NO. X
MCP	MAIN CONTROL PANEL (IN CENTRAL CONTROL ROOM)
OC	OPEN-CLOSE (ID)
OCA	OPEN-CLOSE-AUTO
OCR	OPEN-CLOSE-REMOTE
OD	OFF-ON
ODA	OFF-ON-AUTO
DDR	OFF-ON-REMOTE
PCP	PROCESS CONTROL PANEL
OSC	OPEN-STOP-CLOSE
PH	HYDROGEN ION CONCENTRATION
RM-X	REMOTE MULTIPLEXING MODULE NO. X
RTD	RESISTANCE TEMPERATURE DETECTOR
SF	SLOWER-FASTER
SS	START-STOP
SSC	SUPERVISORY SET POINT CONTROL
TC	THERMOCOUPLE
VIB	VIBRATION
Δ	DIFFERENCE
Σ	SUM
x	MULTIPLY
÷	DIVIDE
f(x)	CHARACTERIZED
x ⁿ	RAISE TO THE Nth POWER
√	SQUARE ROOT
AVG	AVERAGE
1+1	REPEAT OR BOOST
∩	SELECT HIGHEST SIGNAL
*	SELECT LOWEST SIGNAL

SELF CONTAINED VALVE AND EQUIPMENT TAG NUMBERS

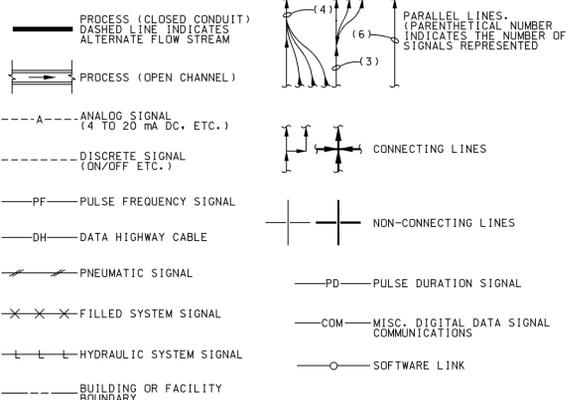
D: P = PUMP
T = TANK
M = MECHANICAL EQUIPMENT
G = GATE
E = EJECTOR
PSE = RUPTURE DISK
ARV = AIR RELEASE VALVE
AVRV = AIR AND VACUUM RELEASE VALVE
PSV = PRESSURE RELIEF VALVE
PCV = PRESSURE CONTROL VALVE
LCV = LEVEL CONTROL VALVE
TCV = TEMPERATURE CONTROL VALVE

W = UNIT PROCESS NUMBER
X = LOOP NUMBER
Y = UNIT NUMBER

INTERFACE SYMBOLS



LINE SYMBOLS



TRANSDUCERS (@ 2 O'CLOCK POSITION ON SYMBOL)

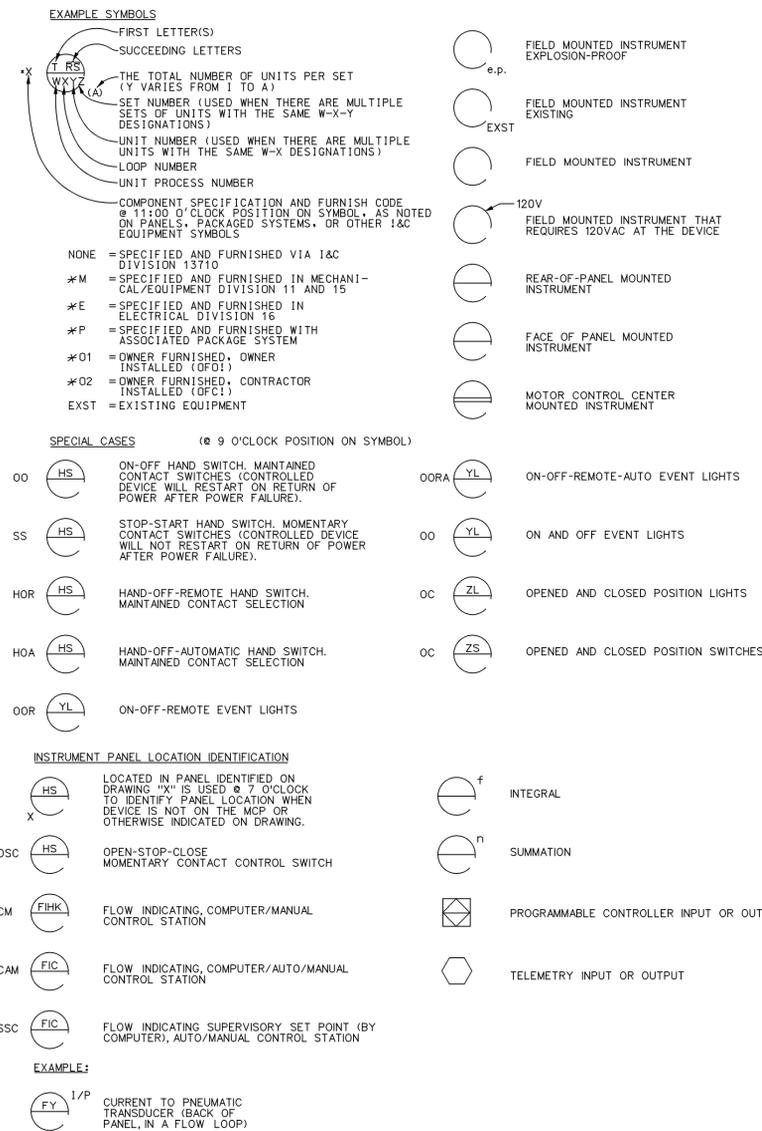
A	ANALOG	I	CURRENT	I/I	SIGNAL ISOLATOR
D	DIGITAL	P	PNEUMATIC	R/I	RESISTANCE TO CURRENT
E	VOLTAGE	PF	PULSE FREQUENCY		
F	FREQUENCY	PD	PULSE DURATION	CT	CURRENT TRANSFORMER

INSTRUMENT SOCIETY OF AMERICA TABLE

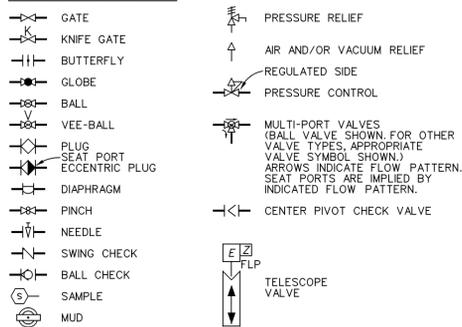
FIRST LETTER(S)	SUCCEEDING LETTERS		OUTPUT FUNCTION	MODIFIER
	PROCESS OR INITIATING VARIABLE	MODIFIER		
A	ANALYSIS ()		ALARM	
B	BURNER, COMBUSTION		USER'S CHOICE ()	USER'S CHOICE ()
C	USER'S CHOICE ()			CONTROL
D	USER'S CHOICE ()	DIFFERENTIAL	SENSOR (PRIMARY ELEMENT)	
E	VOLTAGE			
F	FLOW RATE	RATIO (FRACTION)		
G	USER'S CHOICE ()		GLASS, VIEWING DEVICE	
H	HAND			HIGH
I	CURRENT		INDICATE	
J	POWER	SCAN		
K	TIME OR SCHEDULE	TIME RATE OF CHANGE		CONTROL STATION
L	LEVEL		LIGHT	LOW
M	USER'S CHOICE ()	MOMENTARY		MIDDLE
N	USER'S CHOICE ()		USER'S CHOICE ()	USER'S CHOICE ()
O	USER'S CHOICE ()		ORIFICE, RESTRICTION	
P	PRESSURE (OR VACUUM)		POINT (TEST CONNECTION)	
Q	QUANTITY	INTEGRATE		
R	RADIATION		RECORD	
S	SPEED, FREQUENCY	SAFETY		SWITCH
T	TEMPERATURE			TRANSMIT
U	MULTIVARIABLE ()		MULTIFUNCTION ()	MULTIFUNCTION ()
V	VIBRATION			VALVE, DAMPER, LOUVER
W	WEIGHT, FORCE		WELL	
X	UNCLASSIFIED ()	X AXIS	UNCLASSIFIED ()	UNCLASSIFIED ()
Y	EVENT, STATE	Y AXIS		RELAY OR COMPUTE ()
Z	POSITION, DIMENSION	Z AXIS		DRIVE ACTUATE OR UNCLASSIFIED FINAL CONTROL ELEMENT

() WHEN USED, EXPLANATION IS SHOWN ADJACENT TO INSTRUMENT SYMBOL. SEE ABBREVIATIONS AND LETTER SYMBOLS

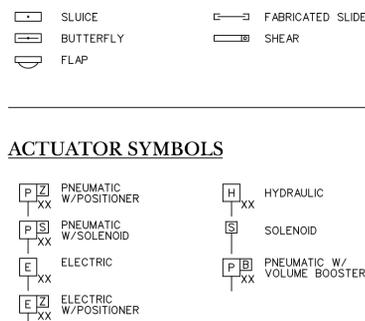
INSTRUMENTATION IDENTIFICATION



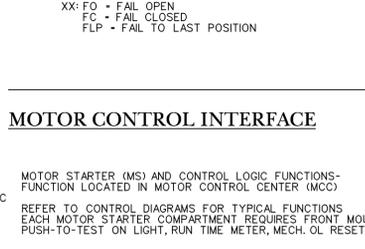
VALVE SYMBOLS



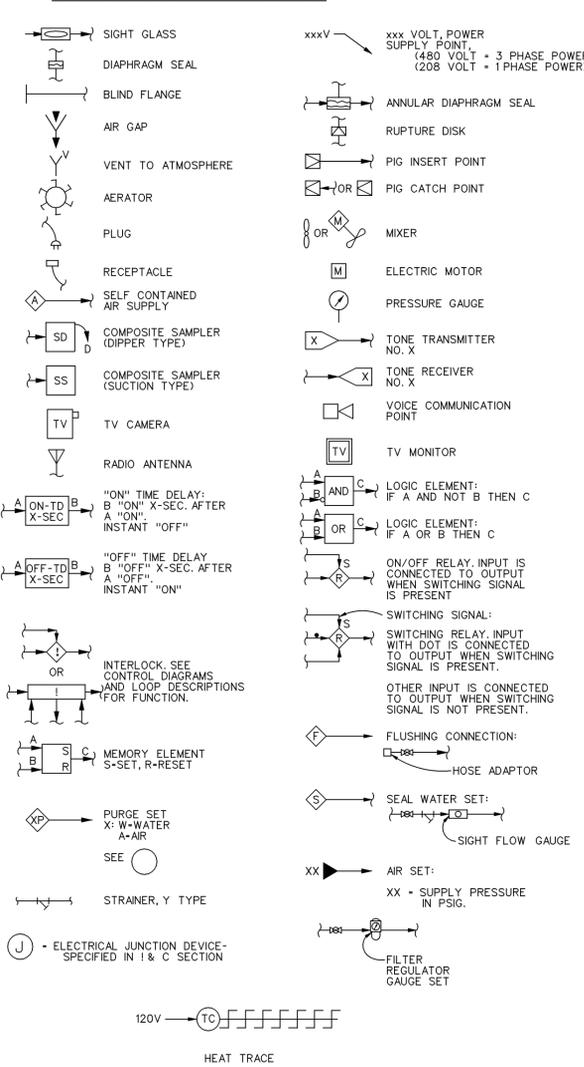
GATE SYMBOLS



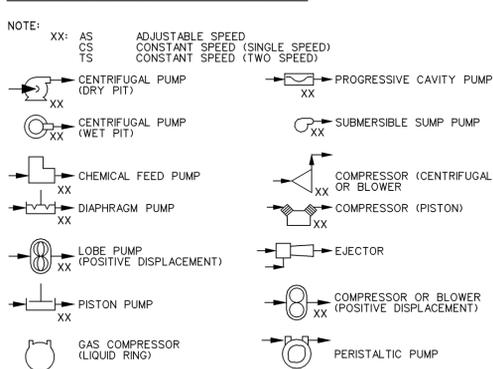
ACTUATOR SYMBOLS



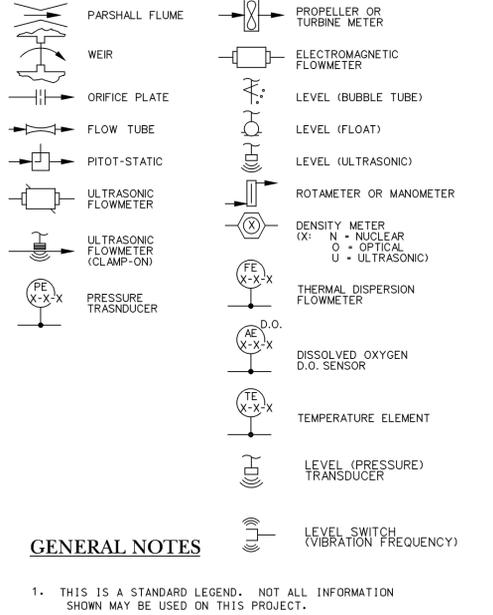
MISCELLANEOUS SYMBOLS



PUMP COMPRESSOR SYMBOLS



PRIMARY ELEMENT SYMBOLS



GENERAL NOTES

1. THIS IS A STANDARD LEGEND. NOT ALL INFORMATION SHOWN MAY BE USED ON THIS PROJECT.

DATE	REVISIONS	ISSUE	PROJECT STAFF
9/25/12			PROJECT MANAGER: MARK RUSSELL, P.E. ENGINEER: MARK RUSSELL, P.E. ENGINEER: TROY BROWN ENGINEER: MIKE DAVISON ENGINEER: TROY BROWN
8/30/12			
		2.	PER IN-HOUSE REVIEW PER CITY OF ST. CHARLES REVIEW
		1.	COMMENTS

TROTTER ASSOCIATES
Engineers and Surveyors
400/2801 Wisconsin Road, Suite D
St. Charles, IL 60175
Ph: (630) 587-0470 • Fax: (630) 587-0475

Illinois American Water Company
River Grange Water System Improvements
Process & Instrumentation Diagram Legend
St. Charles Township, Kane County, Illinois

Project No.:	IAW003
Base File:	I_base IAW.dgn
Sheet File:	I.0.dgn
Issue Date:	JUNE 18, 2012
Scale:	NONE
Sheet Number:	

I.0



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title: Consideration of Request to Erect Temporary Art Project on City Property

Presenter: Brian Townsend

Please check appropriate box:

<input checked="" type="checkbox"/>	Government Operations	X	Government Services 09.24.12
<input type="checkbox"/>	Planning & Development		City Council

Estimated Cost: N/A Budgeted: YES NO

If NO, please explain how item will be funded:

Executive Summary:

A local resident has requested that the City of St. Charles consider allowing the installation of a temporary art project in downtown St. Charles.

Before I Die... is a global art project that invites people to reflect on their lives and share their personal aspirations in public space.

You can learn more about the project and watch a short video at this website - <http://beforeidie.cc/site/blog/category/walls/>

Staff has discussed the matter internally and believe that the project could be supported with minimal staff time and effort. The 2 locations being considered are the plaza on 1st Street or the plaza at City Hall. In addition, we believe that the time period for the installation should be limited to no more than 45 days.

Representatives of the Downtown St. Charles Partnership and St. Charles Arts Council have been consulted and have no objections. The city is currently awaiting feedback from the Convention & Visitors Bureau regarding a location that would not interfere with Scarecrow Festival activities.

At this time, staff is seeking review and comment from the members of the Government Services Committee regarding the proposal.

Attachments: *(please list)*

E-mail correspondence from Mr. Scott Nowling

Recommendation / Suggested Action *(briefly explain):*

Discuss the proposal and provide direction to the requester and staff.

For office use only

Agenda Item Number: 7.a



[To:](#)
Cc:
Bcc:
Subject: Fw: Before I Die Wall

----- Forwarded by Brian Townsend/CA/COSC on 09/20/2012 08:07 AM -----

From: Scott Nowling <snowling@StarckRealtors.com>
To: <btownsend@stcharlesil.gov>
Date: 09/17/2012 10:18 PM
Subject: Before I Die Wall

Brian:

Thanks for being open to more discussion around the Before I Die Wall. As you know, *Before I Die* is a global art project that invites people to reflect on their lives and share their personal aspirations in public space. Here is a link with more information: <http://beforeidie.cc/site/blog/category/walls/>. I'm delighted with the thoughts around the parking lot near 1st street. The core of downtown is critical.

Here are my thoughts on the project: It would be privately funded. I have enlisted the help of a local craftsman to assist in panel fabrication. I was thinking a 8' X 16' two-sided wall. Temporary with duration to be determined by the city. I would personally examine the wall daily to assure that anything inappropriate is erased.

I believe that this is an opportunity to highlight the arts in St. Charles. Adding twitter, a website and video to the stories of the aspirations of participants could make this a lasting memorialization of the wall's stay.

I don't know what level of approval you need to get to allow this. I would be thrilled and prepared to go during Scarecrow Fest if that was possible. Please call me when you have a moment.

Scott