



Village of Hanover Park Administration

Municipal Building
2121 West Lake Street, Hanover Park, IL 60133
630-823-5600 tel 630-823-5786 fax

hpil.org

Village President
Rodney S. Craig

Village Clerk
Kristy Merrill

Trustees
Troy Albuck
Yasmeen Bankole
Jenni Broccolino
Liza Gutierrez
Jon Kunkel
Herb Porter

Interim Village Manager
Courtney Sage

VILLAGE OF HANOVER PARK

VILLAGE BOARD REGULAR MEETING

2121 W. Lake Street, Room 214, Hanover Park, IL 60133

Thursday, August 6, 2026
7:00 p.m.

AGENDA

1. **CALL TO ORDER – ROLL CALL**

2. **PLEDGE OF ALLEGIANCE**

3. **ACCEPTANCE OF AGENDA**

4. **PRESENTATIONS**

a. 2025 Annual Comprehensive Financial Report

5. **TOWNHALL SESSION**

Persons wishing to address the public body must register prior to Call to Order.
Please note that public comment is limited to 5 minutes.

6. **VILLAGE PRESIDENT REPORT – RODNEY S. CRAIG**

7. **MOVE TO APPROVE BY OMNIBUS VOTE ITEMS ON THE CONSENT AGENDA.**

Consent Agenda - Omnibus Vote

Illinois law permits municipalities to adopt by one single unanimous roll-call vote of the Board of Trustees and the Village President a group of designated ordinances, orders, resolutions, or motions placed together for voting purposes in a single group.

All items marked with (C.A.) are considered routine and thus are considered to be on the Consent Agenda. Following the motion's second, a brief discussion may be held about any designated item. If lengthier discussion or debate is needed, any Trustee or the Village President may request any item to be removed from the motion and those items will be considered during the regular course of the meeting as they appear on the agenda.

All matters listed under Consent Agenda are considered to be routine by the Village Board and will be enacted by one motion in the form listed above. There will be no further discussion of these items. If discussion is desired, that item will be removed from Consent Agenda and will be considered separately.

- 7-A.1
(C.A.)** Motion to approve the minutes of the regular Board meeting of July 16, 2026.
- 7-A.2
(C.A.)** Motion to approve the proposal from Fence Connection, Inc. to repair and replace fences as part of the 2026 Arterial Fence Program in an amount not to exceed \$145,000 and authorize the Interim Village Manager to execute the necessary documents.
- 7-A.3
(C.A.)** Motion to approve the proposal from Spaceco to provide construction engineering services for Phase 2 of the Ontarioville Plaza Improvements in the amount of \$278,715 and authorize the Interim Village Manager to execute the necessary documents.
- 7-A.4
(C.A.)** Motion to approve the three-year agreements from Total Parking Solutions in an amount not to exceed \$9,348.00 annually for the monitoring, service and repair of parking devices at the Hanover Park Commuter Parking Lot and authorize the Interim Village Manager to execute the necessary documents.
- 7-A.5
(C.A.)** Motion to approve the proposal from Spaceco, Inc. to provide design engineering services in the amount of \$95,150 and authorize the Interim Village Manager to execute the necessary documents.
- 7-A.6
(C.A.)** Motion to approve an agreement from Trotter & Associates, Inc. to conduct a development utility study in the amount of \$93,600 and authorize the Interim Village Manager to execute the necessary documents.
- 7-A.7
(C.A.)** Motion to authorize the Village President and Interim Village Manager to execute the Agreement dated May 1, 2026 to April 30, 2029, between the Village of Hanover Park and Teamsters, Local 700.
- 7-A.8
(C.A.)** Motion to approve the proposal from Pace Systems for replacement of the audio video system for the Village Board Room in the amount of \$98,277.46 and authorize the Interim Village Manager to execute the necessary documents.
- 7-A.9
(C.A.)** Motion to pass Ordinance amending Article XIII of the Municipal Code of the Village of Hanover Park by modifying the office of Corporation Counsel and Village Attorney.
- 7-A.10
(C.A.)** Motion to approve general corporate legal services expenditures from May through June, 2026, in the amount of \$25,842.90 total, and further the approval of the Village Manager to expend funds for services in July and August, 2026 with Storino, Ramello & Durkin, as needed.
- 7-A.11** Motion to pass a Resolution appointing a Village Manager and approving and authorizing the execution of a Village Manager Employment Agreement.
- 7-A.12** Motion to approve Warrant 8/6/2026 in the amount of \$2,305,484.87.

- 7-A.13** Motion to approve Warrant Paid in Advance (7/8/2026-7/30/2026) in the amount of \$1,355,705.65.
- 7-A.14** Motion to approve June 2026 P-Cards in the amount of \$33,454.52
- 8. INTERIM VILLAGE MANAGER’S REPORT – COURTNEY SAGE**
- 9. VILLAGE CLERK’S REPORT – KRISTY MERRILL**
- 10. CORPORATION COUNSEL’S REPORT – BERNARD Z. PAUL**
- 11. VILLAGE TRUSTEES REPORTS**
 - 11-A. LIZA GUTIERREZ**
 - 11-B. HERB PORTER**
 - 11-C. JON KUNKEL**
 - 11-D. YASMEEN BANKOLE**
 - 11-E. JENNI BROCCOLINO**
 - 11-F. TROY ALBUCK**
- 12. EXECUTIVE SESSION – None Scheduled**
- 13. ADJOURNMENT**



AGENDA MEMORANDUM

TO: Village President and Board of Trustees

FROM: Courtney Sage, Interim Village Manager
Remy Navarrete, Finance Director

SUBJECT: Presentation of Annual Comprehensive Financial Report for the Village of Hanover Park

ACTION

REQUESTED: ☐ Approval ☐ Concurrence ☐ Discussion ☒ Information

RECOMMENDED FOR CONSENT AGENDA: ☐ Yes ☒ No

MEETING DATE: August 6, 2026

Executive Summary

The Village's auditor, Tom Siwicki of Sikich CPA LLC, will present the final 2025 Annual Comprehensive Financial Report to the Village Board.

Discussion

Sikich CPA LLC, who performed the audit for the Village's 2025 Annual Comprehensive Financial Report (ACFR), will present the following:

Overview of audit process

Annual Comprehensive Financial Report

- GFOA Certificate of Achievement for Excellence in Financial Reporting
- Independent Auditor's Report - Unmodified (Clean) Audit Opinion
- Management's Discussion & Analysis - High level financial highlights and results for the fiscal year
- Governmental Funds including General Fund unassigned fund balance
- Pension Funding Schedules
- Statistical Section - Financial trends and historical financial health

Auditor's Communication to the President and Board of Trustees

- SAS 114 Letter
- Adjusting Journal Entries/Passed Adjustments
- Communication of Deficiencies in Internal Control and Other Comments

Recommended Action

For informational purposes only.

Agreement Name: _____

Executed By: _____



AGENDA MEMORANDUM

TO: Village President and Board of Trustees

FROM: Courtney Sage, Interim Village Manager
T. J. Moore, Director of Public Works

SUBJECT: Approval of a Proposal from Fence Connection, Inc for the 2026 Arterial Fence Program

ACTION

REQUESTED: ☒ Approval ☐ Concurrence ☐ Discussion ☐ Information

RECOMMENDED FOR CONSENT AGENDA: ☒ Yes ☐ No

MEETING DATE: August 6, 2026

Executive Summary

Staff is requesting the Village President and Board of Trustees authorize the approval of a contract for the 2026 Arterial Fence Program with Fence Connection, Inc. in an amount not to exceed \$145,000 to provide fence repair and replacement services.

Discussion

For many years, the Village has constructed fencing along the right-of-way of major arterial roads to help provide residents with privacy and present a more consistent appearance from the roadway for motorists. Much of the original fence, installed over 20 years ago, has reached the point where full replacement, spot replacement, or repairs are necessary. This year's program includes the replacement of portions of the fences located along Irving Park Road and Barrington Road to address areas damaged during storms this summer, as well as spot repairs/replacements throughout the Village to address safety concerns and appearance.

On July 21, 2026, bids were opened for the 2026 Arterial Fence Program. The following bids were received:

<u>Company</u>	<u>Bid Amount</u>
Fence Connection, Inc.	\$119,310
Innova Fence	\$132,100

The FY2026 budget includes \$100,000 for arterial fence replacement and \$45,000 for arterial fence maintenance. Staff recommends authorizing the full budgeted amount of \$145,000 to complete the planned work.

Agreement Name: 2026 Arterial Fence Program

Executed By: Interim Village Manager

Regular Board Meeting
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Fence Connection, Inc. has performed similar work in the past and is also the Village's emergency fence repair contractor. Village staff has been satisfied with their work.

Recommended Action

Motion to approve the proposal from Fence Connection, Inc. to repair and replace fences as part of the 2026 Arterial Fence Program in an amount not to exceed \$145,000 and authorize the Interim Village Manager to execute the necessary documents.

Attachments: Contract
 Bid Tabulation
 Location Map

Budgeted Item:	☒ Yes	☐ No
Budgeted Amount:	\$145,000	
Actual Cost:	\$145,000	
Account Number:	31-20-2300-413-422	

- ☒ Minority Owned Business
- ☐ Woman Owned Business
- ☐ Veteran Owned Business
- ☐ LGBTQ+ Owned Business
- ☐ Disability Owned Business
- ☐ Not Applicable

**VILLAGE OF HANOVER PARK
2121 LAKE STREET
HANOVER PARK, ILLINOIS 60133**

CONTRACT

THIS AGREEMENT made this 21st day of JULY, 2026 by and between the Village of Hanover Park, an Illinois municipal corporation hereinafter called the "Owner" and Fence Connection inc located at 970 Villa St Elgin IL 60120 hereinafter called the "Contractor". **WITNESSETH:**

WHEREAS, the Owner has heretofore solicited Bid Proposals for all labor and materials necessary to complete the work specified in the **2026 ARTERIAL FENCE PROGRAM** bid documents.

WHEREAS, the Owner has found that the Contractor is the lowest responsible bidder for said work and has awarded the Contractor this contract for said work.

NOW, THEREFORE, for and in consideration of their mutual promises and agreements, the parties hereto do hereby agree as follows:

1. The Contractor agrees to furnish all materials, supplies, tools, equipment, labor and other services necessary to commence and complete the **2026 Arterial Fence Program** in accordance with the conditions and prices stated in the Invitation to Bid, Instructions to Bidders, Insurance Requirements, Specifications, Special Provisions, IDOT Details, Proposal, Contract Form, and Plans, all of which are made a part hereof and herein called the "Contract Documents".
2. The Owner will pay the Contractor in the amounts, manner and at times as set forth in the Contract Documents.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Contract as of the day and year first above written:

OWNER: VILLAGE OF HANOVER PARK

BY: _____
Courtney Sage, Interim Village Manager

ATTEST:

Kristy Merrill, Village Clerk

CONTRACTOR:

BY: [Signature]
Signature

Print Name and Title: Edgar Escobar Project Manager

IF CORPORATION ATTEST AND SEAL BELOW



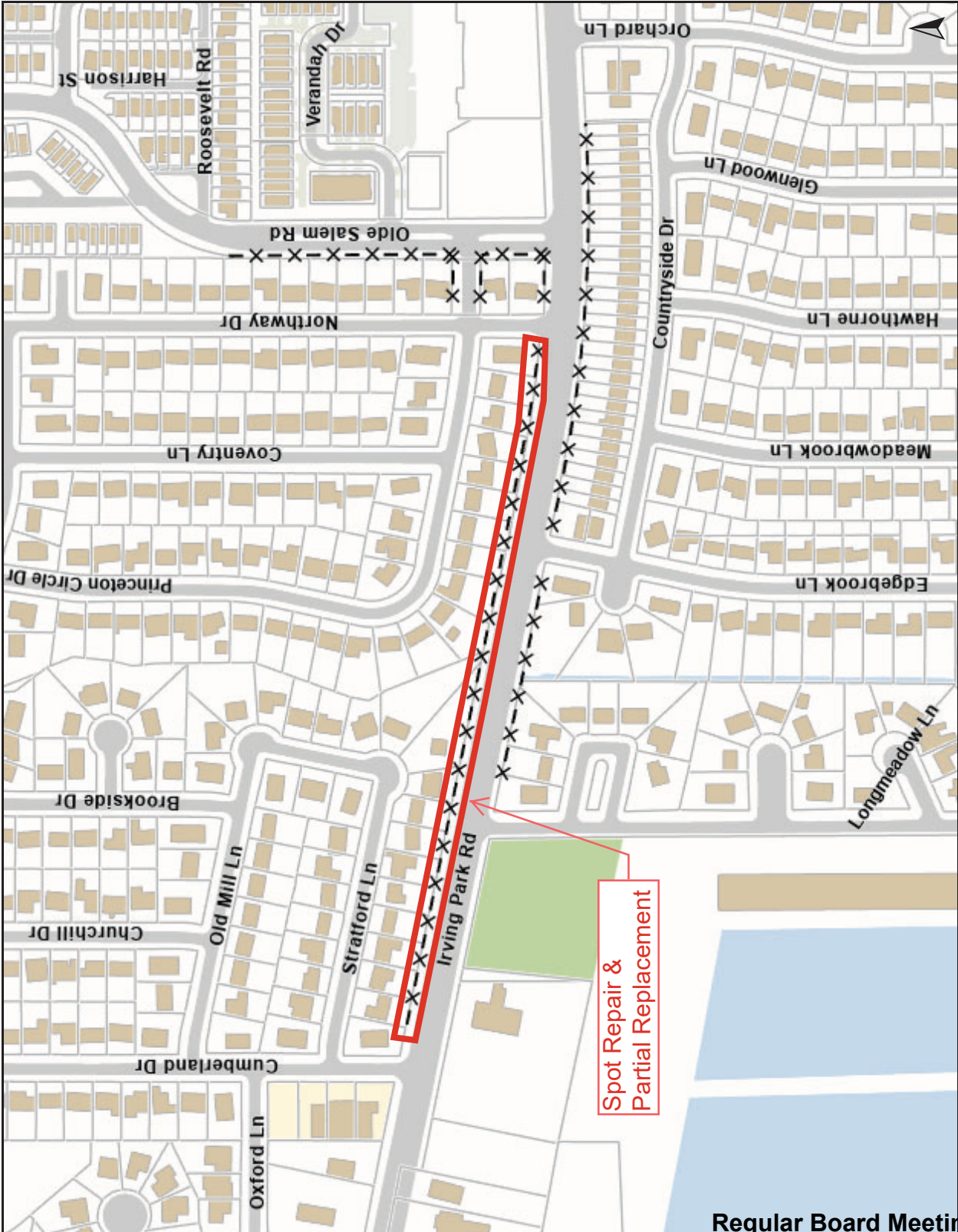
BID TABULATION

Bid TITLE 2026 ARTERIAL FENCE PROGRAM DATE JULY 21, 2026 TIME 11:15AM

	BIDDER NAME	BID AMOUNT	BID BOND	BIDDER/TAX CERTIFICATION
1.	Fence Connection Inc.	\$119,310.00	✓	✓
2.	Innova Fence	\$132,100.00	✓	✓
3.				
4.				
5.				
6.				
7.				
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14.				
15.				

GIS Consortium Irving Park Road Arterial Fence

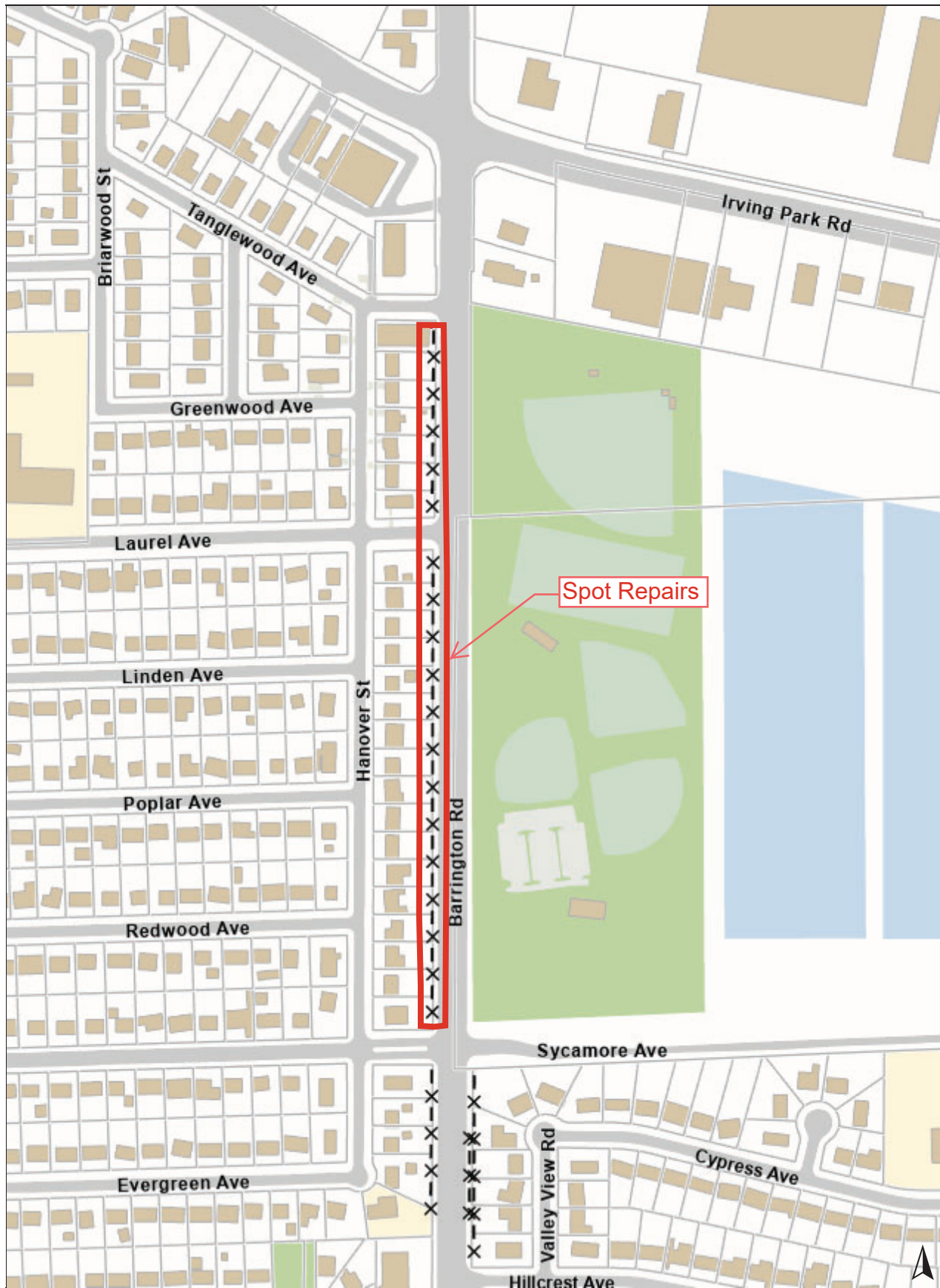
Legend
myGIS Layers
Fence
x -



Notes

Print Date: 7/24/2026

Disclaimer: The GIS Consortium and MCP Inc. are not liable for any use, misuse, modification or disclosure of any map provided under applicable law. This map is for general information purposes only. Although the information is believed to be generally accurate, errors may exist and the user should independently confirm for accuracy. The map does not constitute a regulatory determination and is not a base for engineering design. A Registered Land Surveyor should be consulted to determine precise location boundaries on the ground.

**Legend**

myGIS Layers

Fence

X -

0 450 900
ft

Print Date: 7/24/2026

Notes

Disclaimer: The GIS Consortium and MGP Inc. are not liable for any use, misuse, modification or disclosure of any map provided under applicable law. This map is for general information purposes only. Although the information is believed to be generally accurate, errors may exist and the user should independently confirm for accuracy. The map does not constitute a regulatory determination and is not a base for engineering design. A Registered Land Surveyor should be consulted to determine precise location boundaries on the ground.

**Legend**

myGIS Layers

Fence

X -

0 200 400
ft

Print Date: 7/24/2026

Notes

Disclaimer: The GIS Consortium and MGP Inc. are not liable for any use, misuse, modification or disclosure of any map provided under applicable law. This map is for general information purposes only. Although the information is believed to be generally accurate, errors may exist and the user should independently confirm for accuracy. The map does not constitute a regulatory determination and is not a base for engineering design. A Registered Land Surveyor should be consulted to determine precise location boundaries on the ground.



AGENDA MEMORANDUM

TO: Village President and Board of Trustees

FROM: Courtney Sage, Interim Village Manager
T. J. Moore, Director of Public Works
Jon Stelle, Village Engineer / Asst. Director of Public Works

SUBJECT: Approval of a Construction Engineering Services Agreement for Phase 2 of the Ontarioville Plaza Improvements with Spaceco, Inc

ACTION

REQUESTED: ☒ Approval ☐ Concurrence ☐ Discussion ☐ Information

RECOMMENDED FOR CONSENT AGENDA: ☒ Yes ☐ No

MEETING DATE: August 6, 2026

Executive Summary

Staff is requesting the Village President and Board of Trustees authorize the approval of the proposal from Spaceco, Inc. for construction engineering services for Phase 2 of the Ontarioville Plaza Improvements in the amount of \$278,715.

Discussion

Following the successful completion of the Ontarioville Plaza Phase 1, the Village determined that it was in the public's best interest to develop a second phase on the Village-owned parcel at 27W242 Ontarioville Road (Marek site). On July 16, 2026, the Village Board approved a contract with Osman Construction Corporation for the construction of this phase.

Staff is recommending an agreement with Spaceco to provide necessary construction engineering services during the construction phase. The proposed scope of services includes:

- Review Plans & Specifications
- Schedule & Attend Pre-Construction Meeting
- Assist in the Notification of Residents Affected by Construction
- Construction Observation
- Construction Documentation
- Construction Closeout
- Landscape Architecture Consulting
- Electrical Engineering Consulting
- Quality Assurance Testing

Should the Village Board authorize this construction engineering services agreement, Spaceco, Inc., working with The Lakota Group and Ciorba Group, Inc., will oversee the Agreement Name: Construction Engineering Services Agreement for Phase 2 of Ontarioville Plaza with Spaceco

Executed By: Interim Village Manager

Regular Board Meeting
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contractor, manage the construction schedule (particularly long lead time items), and maintain all plans and as-builts during construction.

The Village has worked with Spaceco, Inc. previously. They were responsible for the engineering design of the Ontarioville Plaza Improvements for Phase 1 and Phase 2. They have also worked on projects related to the Greenbrook Tanglewood SSA. Staff has found their services to be satisfactory.

Recommended Action

Motion to approve the proposal from Spaceco to provide construction engineering services for Phase 2 of the Ontarioville Plaza Improvements in the amount of \$278,715 and authorize the Interim Village Manager to execute the necessary documents.

Attachments: Proposal

Budgeted Item:	☒ Yes	☐ No
Budgeted Amount:	\$500,000	
Actual Cost:	\$278,715	
Account Number:	33-20-2200-403-464	

- ☐ Minority Owned Business
- ☐ Woman Owned Business
- ☐ Veteran Owned Business
- ☐ LGBTQ+ Owned Business
- ☐ Disability Owned Business
- ☒ Not Applicable

July 7, 2026

VIA EMAIL

Mr. T.J. Moore
Director of Public Works
Village of Hanover Park
2041 Lake Street
Hanover Park, IL 60133

Phone: 630-823-5701
Email: TMoore@hpil.org

**RE: CONSTRUCTION ENGINEERING SERVICES PROPOSAL
ONTARIOVILLE PLAZA PHASE 2 STREETSCAPE
HANOVER PARK, ILLINOIS**
(SPACECO Project No. 10311.03EE)

Dear T.J.:

In response to your request, Spaceco, Inc. is pleased to provide you with this proposal for construction engineering services related to the construction of the Ontarioville Plaza Phase 2 Streetscape project. The purpose of these services is to provide Phase III Construction Observation and Engineering for the proposed project. The following describes our Understanding of the Assignment, Scope of Services, and Fee.

UNDERSTANDING OF THE ASSIGNMENT

Our Team completed the design and construction phases of the Phase 1 improvement and has recently completed the design portion of the Phase 2 project. The Village of Hanover Park is seeking a qualified civil engineering firm to provide Construction Observation, Management, and Resident Engineer services for the proposed improvements. The project was bid in June 2026. Construction is anticipated to begin in late July 2026 and be complete by late November 2026.

Our team will consist of the following:

- SPACECO – Civil Engineer of Record and Resident Engineer
- Lakota Group – Landscape Architect of Record
- Ciorba Group – Electrical Engineer of Record
- Soil & Materials Consultants – Quality Assurance Testing for PCC

SCOPE OF BASIC SERVICES**TASK 1 – REVIEW PLANS AND SPECIFICATIONS WITH ASSIGNED FIELD STAFF:**

1. Provide Village with List of Assigned Staff for the Project.
2. Verification of the Scope of Work.
3. Document the Existing Conditions.

TASK 2 – SCHEDULE AND ATTEND PRE-CONSTRUCTION MEETING:

1. Notify the Village's Utility Representatives of the Time and Place of Meeting.
2. Notify Affected Village departments / Divisions
3. Transcribe Minutes of the Meeting.
4. Assist the Village with contract award, contractor references and availability, material selection and approval.

TASK 3 – ASSIST IN THE NOTIFICATION TO RESIDENTS AFFECTED BY CONSTRUCTION:

1. Draft Letters to Individual Households, Businesses, Schools, and Park with Proposed Schedule to be mailed by the Village.
2. Provide Contact Person for Information / Complaints – an Emergency 24 Hr. Phone will be required for each project engineer.
3. Provide the Village with pertinent information related to the project, i.e. schedule updates, milestone completion, traffic control and pedestrian access modifications, etc. for inclusion into the Village online construction update blog.

TASK 4 – CONSTRUCTION OBSERVATION:

1. Provide Full Time Resident Engineer(s) / Inspector(s) for the major construction activities during the 2026 construction seasons.
2. Provide support Inspector(s) / Technician(s) as needed.
3. Schedule and Coordinate Quality Assurance Testing.
4. Verify initial installation of Construction Warning Signs & Devices in Accordance with the Plans.
5. Inspect, document, and inform the Contractor and the Village of the adequacy of the establishment and maintenance of traffic control. Perform all necessary traffic control checks. SPACECO, Inc. will document deficiencies and notify Contractor. SPACECO, Inc. will also inform the Village of deficiencies and if Contractor does not correct, enforce as contract stipulates.
6. Coordinate Work with the Utility Companies, Village Water, Sewer Divisions and Street Lighting Division.
7. Maintain Project Diary and Daily Inspection Reports.
8. Submit Monthly Progress Reports to Village.
9. Monitor and Coordinate the submittal Review Process.
10. SWPPP observation for NPDES compliance

TASK 5 – CONSTRUCTION DOCUMENTATION:

1. Track Quantities Related to Each Pay Item.
2. Establish and Maintain Schedule for Progress Payments.
3. Develop and Verify Payment Requests.
4. Assure that all Documentation follows IDOT Standards.

TASK 6 – CONSTRUCTION CLOSE OUT:

1. Verify Final Measurements / Quantities with Contractor.
2. Prior to Final Inspection, submit to the Contractor a list of observed items requiring correction and verify that each correction has been made.
3. Develop a FINAL PUNCHLIST and verify satisfactory completion.
4. Provide a Final Project Accounting/Documentation.
5. Provide as-built mark-up drawings in Electronic Format.
6. Conduct Final Inspection with Village Representatives.
7. Process Final Payment.
8. Complete Project Close-Out and Submit all Paperwork Required.

TASK 7 – LANDSCAPE ARCHITECTURE CONSULTING: We will retain the services of The Lakota Group (Lakota) through a subconsultant agreement to provide assistance with construction administration, observation, and closeout for the project. Please refer to the attached proposal from Lakota for their scope of work.

TASK 8 – ELECTRICAL ENGINEERING CONSULTING: We will retain the services of Ciorba Group (Ciorba) through a subconsultant agreement to provide assistance with utility coordination (ComEd and Nicor), shop drawing reviews, controller commissioning, and construction closeout for the project. Please refer to the attached proposal from Ciorba for their scope of work.

TASK 7 – QUALITY ASSURANCE TESTING: We will retain the services of Soil and Material Consultants (SMC) through a subconsultant agreement to provide Quality Assurance Testing for the project. Please refer to the attached proposal from SMC for their scope of work.

SUPPLEMENTAL SERVICES

Normal and customary engineering and surveying services do not include service in respect to the following categories of work which are usually referred to as Supplemental Services. If the Client shall so advise SPACECO, Inc., we shall perform or obtain from others such services. SPACECO, Inc. will be paid on an hourly basis or based on subsequent proposal/contract agreements, at the option of Client. Additional Supplemental Services for the project include, but are not limited to the following:

- Services due to major changes in the general scope of the project.
- Revising studies, reports, and design documents which the Client, the municipality, and/or other governmental agencies have previously approved.
- Providing Engineering Design and Construction Services for:
 - Unusual or unanticipated improvements.
 - Additional off-site improvements requested by the Client or governmental agencies.
 - Improvements necessary to the project development beyond those being included under Basic Services herein.
 - Retaining walls over three feet in height.
 - Traffic impact studies, capacity analyses, warrant studies, intersection design studies, construction documents for any traffic control devices (signals, etc.).
 - Determining the 100-year Base Flood Elevation (BFE) and developing the required documentation in support of the floodplain fill activities.
- Meetings with the Client, Contractor(s), the municipal staff, or others during the course of design or construction not included under Basic Services.
- Giving testimony as an expert witness for the Client in litigation or other court proceedings involving this project.
- Photocopying and final printing. Reimbursable expenses including messenger, overnight delivery services, facsimile, photography, postage, mileage, tolls and mounting drawings.

FEES**Amount**

Task 1 – Review Plans and Specifications with Assigned Field Staff
 Task 2 – Schedule and Attend Pre-Construction Meeting
 Task 3 – Assist in the Notification to Residents and Businesses Affected by Construction
 Task 4 – Construction Observation
 Task 5 – Construction Documentation
 Task 6 – Construction Close Out
 Task 7 – Landscape Architecture Consulting
 Task 8 – Electrical Engineering Consulting
 Task 9 – Quality Assurance Testing

Tasks 1 – 9**\$278,715 Budget N.T.E.***

** See attached Estimated Workload Breakdown.*

Our services will be on a time and materials basis with a budget not to exceed the specified amounts. Our services will be invoiced monthly and payments are due within thirty days after invoicing. Work identified, as payable on an hourly basis will be billed to you at the rates specified on the enclosed Schedule of Charges for Professional Services. We will establish our contract in accordance with the enclosed General Terms and Conditions, which are expressly incorporated into and are an integral part of this contract for professional services. If you wish to discuss the terms, conditions and provisions of this agreement, I would be pleased to do so at your earliest convenience. We reserve the right to increase our fees by 5% on each annual anniversary of this Agreement. All reproductions and delivery services will be billed to the Client on a cost plus 10% basis.

If this proposal meets with your approval, please sign both copies and return one to us for our files.

Sincerely,

SPACECO, Inc.



Ted Ward, P.E.
 Construction Department Manager

c: S. Baro, J. Kapustiak, R. Stawik - SPACECO, Inc.
 File Copy

ACCEPTED FOR: _____

BY: _____

TITLE: _____

DATE: _____

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Ontarioville District Phase 2 Streetscape Estimated Workload Breakdown

<u>Item</u>	<u>Task</u>	<u>Estimated Hours</u>	<u>Budget</u>
Task 1	Assign Staff, Review Plans, Specs	8	\$ 1,640.00
Task 2	Pre-Construction	25	\$ 5,125.00
Task 3	Notifications to Residents/Businesses	30	\$ 6,150.00
Task 4	Construction Observation	720	\$ 147,600.00
Task 5	Documentation	60	\$ 12,300.00
Task 6	Closeout	80	\$ 16,400.00
Task 7	Lakota (Landscape Arch. Consultant)	Allowance	\$ 37,000.00
Task 8	Ciorba (Electrical Consultant)	Allowance	\$ 45,000.00
Task 9	SMC (Geotechnical Consultant)	Allowance	\$ 7,500.00
TOTAL ESTIMATED BUDGET NOT TO EXCEED:			\$ 278,715.00

JANUARY 01, 2026

Standard Charges for Professional Services

Hourly Rate

Principal	\$405.00
Vice President	\$330.00
Senior Project Manager	\$220.00
Senior Design Engineer	\$215.00
Senior Project Designer	\$190.00
Project Manager	\$205.00
Project Engineer	\$190.00
Design Engineer	\$160.00
Intern	\$80.00
Construction Department Manager	\$220.00
Construction Engineer II	\$160.00
Construction Engineer I	\$130.00
CAD Manager	\$180.00
CAD Technician II	\$175.00
CAD Technician I	\$155.00
Survey Department Manager	\$250.00
Survey Group Manager	\$210.00
Survey Manager	\$190.00
Project Surveyor	\$180.00
Land Surveyor Technician	\$155.00
One Man Survey Crew	\$170.00
Two Man Survey Crew	\$280.00
Three Man Survey Crew	\$390.00
Hydrographic Boat with Equipment	\$550.00/Day
Administrative Assistant	\$105.00

Reimbursable Expenses

Fax	\$0.50/page
Outside copy service, messenger, overnight delivery, photos	Cost + 10%
Mileage	\$0.67/mile
Electronic Transfer	\$40.00
Drone	\$200/day
GPS Unit	\$150.00/day

Spaceco reserves the right to increase these rates and costs by 5% after December 31, 2026.

Rosemont

P:(847) 696-4060

9575 W. Higgins Rd, Suite 700
Rosemont, IL 60018

SPACECO, INC.
GENERAL TERMS AND CONDITIONS

1. Relationship Between Engineer and Client: SPACECO, Inc. (Engineer) shall serve as Client's professional engineer consultant in those phases of the Project to which this Agreement applies. This relationship is that of a buyer and seller of professional services and as such the Engineer is an independent contractor in the performance of this Agreement and it is understood that the parties have not entered into any joint venture or partnership with the other. The Engineer shall not be considered to be the agent of the Client. Nothing contained in this Agreement shall create a contractual relationship with a cause of action in favor of a third party against either the Client or Engineer.

Furthermore, causes of action between the parties to this Agreement pertaining to acts or failure to act shall be deemed to have accrued and the applicable statute of limitations shall commence to run not later than the date of substantial completion.

2. Responsibility of the Engineer: Engineer will strive to perform services under this Agreement in accordance with generally accepted and currently recognized engineering practices and principles, and in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions. No other representation, express or implied, and no warranty or guarantee is included or intended in this Agreement, or in any report, opinion, document, or otherwise.

Notwithstanding anything to the contrary which may be contained in this Agreement or any other material incorporated herein by reference, or in any Agreement between the Client and any other party concerning the Project, the Engineer shall not have control or be in charge of and shall not be responsible for the means, methods, techniques, sequences or procedures of construction, or the safety, safety precautions or programs of the Client, the construction contractor, other contractors or subcontractors performing any of the work or providing any of the services on the Project. Nor shall the Engineer be responsible for the acts or omissions of the Client, or for the failure of the Client, any architect, engineer, consultant, contractor or subcontractor to carry out their respective responsibilities in accordance with the Project documents, this Agreement or any other agreement concerning the Project. Any provision which purports to amend this provision shall be without effect unless it contains a reference that the content of this condition is expressly amended for the purposes described in such amendment and is signed by the Engineer.

3. Changes: Client reserves the right by written change order or amendment to make changes in requirements, amount of work, or engineering time schedule adjustments, and Engineer and Client shall negotiate appropriate adjustments acceptable to both parties to accommodate any changes, if commercially possible.
4. Suspension of Services: Client may, at any time, by written order to Engineer (Suspension of Services Order) require Engineer to stop all, or any part, of the services required by this Agreement. Upon receipt of such an order, Engineer shall immediately comply with its terms and take all reasonable steps to minimize the costs associated with the services affected by such order. Client, however, shall pay all costs incurred by the suspension, including all costs necessary to maintain continuity and for the resumption of the services upon expiration of the Suspension of Services Order. Engineer will not be obligated to provide the same personnel employed prior to suspension, when the services are resumed, in the event that the period of suspension is greater than thirty (30) days.
5. Termination: This Agreement may be terminated by either party upon thirty (30) days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. This Agreement may be terminated by Client, under the same terms, whenever Client shall determine that termination is in its best interests. Cost of termination, including salaries, overhead and fee, incurred by Engineer either before or after the termination date shall be reimbursed by Client.
6. Documents Delivered to Client: Drawings, specifications, reports, and any other Project Documents prepared by Engineer in connection with any or all of the services furnished hereunder shall be delivered to the Client for the use of the Client. Engineer shall have the right to retain originals of all Project Documents and drawings for its files. Furthermore, it is understood and agreed that the Project Documents such as, but not limited to reports, calculations, drawings, and specifications prepared for the Project, whether in hard copy or machine readable form, are instruments of professional service intended for one-time use in the construction of this Project. These Project Documents are and shall remain the property of the Engineer. The Client may retain copies, including copies stored on magnetic tape or disk, for information and reference in connection with the occupancy and use of the Project.

It is also understood and agreed that because of the possibility that information and data delivered in machine readable form may be altered, whether inadvertently or otherwise, the Engineer reserves the right to retain the original tapes/disks and to remove from copies provided to the Client all identification reflecting the involvement of the Engineer in their preparation. The Engineer also reserves the right to retain hard copy originals of all Project Documentation delivered to the Client in machine readable form, which originals shall be referred to and shall govern in the event of any inconsistency between the two.

The Client understands that the automated conversion of information and data from the system and format used by the Engineer to an alternate system or format cannot be accomplished without the introduction of inexactitudes, anomalies, and errors. In the event Project Documentation provided to the Client in machine readable form is so converted, the Client agrees to assume all risks associated therewith and, to the fullest extent permitted by law, to hold harmless and indemnify the Engineer from and against all claims, liabilities, losses, damages, and costs, including but not limited to attorney's fees, arising therefrom or in connection therewith.

The Client recognizes that changes or modifications to the Engineer's instruments of professional service introduced by anyone other than the Engineer may result in adverse consequences which the Engineer can neither predict nor control. Therefore, and in consideration of the Engineer's agreement to deliver its instruments of professional service in machine readable form, the Client agrees, to the fullest extent permitted by law, to hold harmless and indemnify the Engineer from and against all claims, liabilities, losses, damages, and costs, including but not limited to attorney's fees, arising out of or in any way connected with the modification, misinterpretation, misuse, or reuse by others of the machine readable information and data provided by the Engineer under this Agreement. The foregoing indemnification applies, without limitation, to any use of the Project Documentation on other projects, for additions to this Project, or for completion of this Project by others, excepting only such use as may be authorized, in writing, by the Engineer.

7. Reuse of Documents: All Project Documents including but not limited to reports, opinions of probable costs, drawings and specifications furnished by Engineer pursuant to this Agreement are intended for use on the Project only. They cannot be used by Client or others on extensions of the Project or any other project. Any reuse, without specific written verification or adaptation by Engineer, shall be at Client's sole risk, and Client shall indemnify and hold harmless Engineer from all claims, damages, losses, and expenses including attorney's fees arising out of or resulting therefrom.

The Engineer shall have the right to include representations of the design of the Project, including photographs of the exterior and interior, among the Engineer's promotional and professional materials. The Engineer's materials shall not include the Client's confidential and proprietary information if the Client has previously advised the Engineer in writing of the specific information considered by the Client to be confidential and proprietary.

8. Standard of Practice: The Engineer will strive to conduct services under this agreement in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions as of the date of this Agreement.
9. Compliance With Laws: The Engineer will strive to exercise usual and customary professional care in his/her efforts to comply with those laws, codes, ordinance and regulations which are in effect as of the date of this Agreement.

With specific respect to prescribed requirements of the Americans with Disabilities Act of 1990 or certified state or local accessibility regulations (ADA), Client understands ADA is a civil rights legislation and that interpretation of ADA is a legal issue and not a design issue and, accordingly, retention of legal counsel (by Client) for purposes of interpretation is advisable. As such and with respect to ADA, Client agrees to waive any action against Engineer, and to indemnify and defend Engineer against any claim arising from Engineer's alleged failure to meet ADA requirements prescribed.

Further to the law and code compliance, the Client understands that the Engineer will strive to provide designs in accordance with the prevailing Standards of Practice as previously set forth, but that the Engineer does not warrant that any reviewing agency having jurisdiction will not for its own purposes comment, request changes and/or additions to such designs. In the event such design requests are made by a reviewing agency, but which do not exist in the form of a written regulation, ordinance or other similar document as published by the reviewing agency, then such design changes (at substantial variance from the intended design developed by the Engineer), if effected and incorporated into the project documents by the Engineer, shall be considered as Supplementary Task(s) to the Engineer's Scope of Service and compensated for accordingly.

10. Indemnification: Engineer shall indemnify and hold harmless Client up to the amount of this contract fee (for services) from loss or expense, including reasonable attorney's fees for claims for personal injury (including death) or property damage arising out of the sole negligent act, error or omission of Engineer.

Client shall indemnify and hold harmless Engineer under this Agreement, from loss or expense, including reasonable attorney's fees, for claims for personal injuries (including death) or property damage arising out of the sole negligent act, error omission of Client.

In the event of joint or concurrent negligence of Engineer and Client, each shall bear that portion of the loss or expense that its share of the joint or concurrent negligence bears to the total negligence (including that of third parties) which caused the personal injury or property damage.

Engineer shall not be liable for special, incidental or consequential damages, including, but not limited to loss of profits, revenue, use of capital, claims of customers, cost of purchased or replacement power, or for any other loss of any nature, whether based on contract, tort, negligence, strict liability or otherwise, by reasons of the services rendered under this Agreement.

11. Opinions of Probable Cost: Since Engineer has no control over the cost of labor, materials or equipment, or over the Contractor(s) method of determining process, or over competitive bidding or market conditions, his/her opinions of probable Project Construction Cost provided for herein are to be made on the basis of his/her experience and qualifications and represent his/her judgment as a design professional familiar with the construction industry, but Engineer cannot and does not guarantee that proposal, bids or the Construction Cost will not vary from opinions of probable construction cost prepared by him/her. If prior to the Bidding or Negotiating Phase, Client wishes greater accuracy as to the Construction Cost, the Client shall employ an independent cost estimator Consultant for the purpose of obtaining a second construction cost opinion independent from Engineer.
12. Governing Law: This Agreement shall be governed by and construed in accordance with Articles previously set forth by (Item 9 of) this Agreement, together with the laws of the State of Illinois. Claims, disputes or other matters in questions between the parties to this Agreement arising out of or relating to this Agreement or breach thereof, shall be subject to and decided by arbitration in accordance with the construction industry arbitration rules of the American Arbitration Association currently in effect, but only in the case where a mutual resolution cannot be reached.
13. Successors and Assigns: The terms of this Agreement shall be binding upon and inure to the benefit of the parties and their respective successors and assigns: provided, however, that neither party shall assign this Agreement in whole or in part without the prior written approval of the other.
14. Waiver of Contract Breach: The waiver of one party of any breach of this Agreement or the failure of one party to enforce at any time, or for any period of time, any of the provisions hereof, shall be limited to the particular instance, shall not operate or be deemed to waive any future breaches of this Agreement and shall not be construed to be a waiver of any provision, except for the particular instance.
15. Entire Understanding of Agreement: This Agreement represents and incorporates the entire understanding of the parties hereto, and each party acknowledges that there are no warranties, representations, covenants or understandings of any kind, matter or description whatsoever, made by either party to the other except as expressly set forth herein. Client and the Engineer hereby agree that any purchase orders, invoices, confirmations, acknowledgments or other similar documents executed or delivered with respect to the subject matter hereof that conflict with the terms of the Agreement shall be null, void and without effect to the extent they conflict with the terms of this Agreement.
16. Amendment: This Agreement shall not be subject to amendment unless another instrument is duly executed by duly authorized representatives of each of the parties and entitled "Amendment of Agreement".
17. Severability of Invalid Provisions: If any provision of the Agreement shall be held to contravene or to be invalid under the laws of any particular state, county or jurisdiction where used, such contravention shall not invalidate the entire Agreement, but it shall be construed as if not containing the particular provisions held to be invalid in the particular state, country or jurisdiction and the rights or obligations of the parties hereto shall be construed and enforced accordingly.
18. Force Majeure: Neither Client nor Engineer shall be liable for any fault or delay caused by any contingency beyond their control including but not limited to acts of God, wars, strikes, walkouts, fires, natural calamities, or demands or requirements of governmental agencies.
19. Subcontracts: Engineer may subcontract portions of the work, but each subcontractor must be approved by Client in writing.
20. Access and Permits: Client shall arrange for Engineer to enter upon public and private property and obtain all necessary approvals and permits required from all governmental authorities having jurisdiction over the Project. Client shall pay costs (including Engineer's employee salaries, overhead and fee) incident to any effort by Engineer toward assisting Client in such access, permits or approvals, if Engineer perform such services.
21. Designation of Authorized Representative: Each party (to this Agreement) shall designate one or more persons to act with authority in its behalf in respect to appropriate aspects of the Project. The persons designated shall review and respond promptly to all communications received from the other party.

22. Notices: Any notice or designation required to be given to either party hereto shall be in writing, and unless receipt of such notice is expressly required by the terms hereof shall be deemed to be effectively served when deposited in the mail with sufficient first class postage affixed, and addressed to the party to whom such notice is directed at such party's place of business or such other address as either party shall hereafter furnish to the other party by written notice as herein provided.
23. Limit of Liability: The Client and the Engineer have discussed the risks, rewards, and benefits of the project and the Engineer's total fee for services. In recognition of the relative risks and benefits of the Project to both the Client and the Engineer, the risks have been allocated such that the Client agrees that to the fullest extent permitted by law, the Engineer's total aggregate liability to the Client for any and all injuries, claims, costs, losses, expenses, damages of any nature whatsoever or claim expenses arising out of this Agreement from any cause or causes, including attorney's fees and costs, and expert witness fees and costs, shall not exceed the total Engineer's fee for professional engineering services rendered on this project as made part of this Agreement. Such causes included but are not limited to the Engineer's negligence, errors, omissions, strict liability or breach of contract. It is intended that this limitation apply to any and all liability or cause of action however alleged or arising, unless otherwise prohibited by law.
24. Client's Responsibilities: The Client agrees to provide full information regarding requirements for and about the Project, including a program which shall set forth the Client's objectives, schedule, constraints, criteria, special equipment, systems and site requirements.

The Client agrees to furnish and pay for all legal, accounting and insurance counseling services as may be necessary at any time for the Project, including auditing services which the Client may require to verify the Contractor's Application for Payment or to ascertain how or for what purpose the Contractor has used the money paid by or on behalf of the Client.

The Client agrees to require the Contractor, to the fullest extent permitted by law, to indemnify, hold harmless, and defend the Engineer, its consultants, and the employees and agents of any of them from and against any and all claims, suits, demands, liabilities, losses, damages, and costs ("Losses"), including but not limited to costs of defense, arising in whole or in part out of the negligence of the Contractor, its subcontractors, the officers, employees, agents, and subcontractors of any of them, or anyone for whose acts any of them may be liable, regardless of whether or not such Losses are caused in part by a party indemnified hereunder. Specifically excluded from the foregoing are Losses arising out of the preparation or approval of maps, drawings, opinions, reports, surveys, change orders, designs, or specifications, and the giving of or failure to give directions by the Engineer, its consultants, and the agents and employees of any of them, provided such giving or failure to give is the primary cause of Loss.

The Client further agrees to require the Contractor to name the Engineer, its agents and consultants on the Contractor's policy or policies of comprehensive or commercial general liability insurance. Such insurance shall include products and completed operations and contractual liability coverages, shall be primary and noncontributing with any insurance maintained by the Engineer or its agents and consultants, and shall provide that the Engineer be given thirty days, unqualified written notice prior to any cancellation thereof.

In the event the foregoing requirements, or any of them, are not established by the Client and met by the Contractor, the Client agrees to indemnify and hold harmless the Engineer, its employees, agents, and consultants from and against any and all Losses which would have been indemnified and insured against by the Contractor, but were not.

When Contract Documents prepared under the Scope of Services of this contract require insurance(s) to be provided, obtained and/or otherwise maintained by the Contractor, the Client agrees to be wholly responsible for setting forth any and all such insurance requirements. Furthermore, any document provided for Client review by the Engineer under this Contract related to such insurance(s) shall be considered as sample insurance requirements and not the recommendation of the Engineer. Client agrees to have their own risk management department review any and all insurance requirements for adequacy and to determine specific types of insurance(s) required for the project. Client further agrees that decisions concerning types and amounts of insurance are specific to the project and shall be the product of the Client. As such, any and all insurance requirements made part of Contract Documents prepared by the Engineer are not to be considered the Engineer's recommendation, and the Client shall make the final decision regarding insurance requirements.

25. Information Provided by Others: The Engineer shall indicate to the Client the information needed for rendering of the services of this Agreement. The Client shall provide to the Engineer such information as is available to the Client and the Client's consultants and contractors, and the Engineer shall be entitled to rely upon the accuracy and completeness thereof. The Client recognizes that it is impossible for the Engineer to assure the accuracy, completeness and sufficiency of such information, either because it is impossible to verify, or because of errors or omissions which may have occurred in assembling the information the Client is providing. Accordingly, the Client agrees, to the fullest extent permitted by law, to indemnify and hold the Engineer and the Engineer's subconsultants harmless from any claim, liability or cost (including reasonable attorneys' fees and cost of defense) for injury or loss arising or allegedly arising from errors, omissions or inaccuracies in documents or other information provided by the Client to the Engineer.

26. Payment: Client shall be invoiced once each month for work performed during the preceding period. Client agrees to pay each invoice within thirty (30) days of its receipt. The Client further agrees to pay interest on all amounts invoiced and not paid or objected to for valid cause within said thirty (30) day period at the rate of eighteen (18) percent per annum (or the maximum interest rate permitted under applicable law, whichever is the lesser) until paid. Client further agrees to pay Engineer's cost of collection of all amounts due and unpaid after sixty (60) days, including court costs and reasonable attorney's fees, as well as costs attributed to suspension of services accordingly and as follows:

Collection Costs. In the event legal action is necessary to enforce the payment provisions of this Agreement, the Engineer shall be entitled to collect from the Client any judgment or settlement sums due, reasonable attorneys' fees, court costs and expenses incurred by the Engineer in connection therewith and, in addition, the reasonable value of the Engineer's time and expenses spent in connection with such collection action, computed at the Engineer's prevailing fee schedule and expense policies.

Suspension of Services. If the Client fails to make payments when due or otherwise is in breach of this Agreement, the Engineer may suspend performance of services upon five (5) calendar days' notice to the Client. The Engineer shall have no liability whatsoever to the Client for any costs or damages as a result of such suspension caused by any breach of this Agreement by the Client. Client will reimburse Engineer for all associated costs as previously set forth in (Item 4 of) this Agreement.

27. When construction observation tasks are part of the service to be performed by the Engineer under this Agreement, the Client will include the following clause in the construction contract documents and Client agrees not to modify or delete it:

Kotecki Waiver. Contractor (and any subcontractor into whose subcontract this clause is incorporated) agrees to assume the entire liability for all personal injury claims suffered by its own employees, including without limitation claims under the **Illinois** Structural Work Act, asserted by persons allegedly injured on the Project; waives any limitation of liability defense based upon the Worker's Compensation Act, court interpretations of said Act or otherwise; and agrees to indemnify and defend Owner and Engineer and their agents, employees and consultants (the "Indemnitees") from and against all such loss, expense, damage or injury, including reasonable attorneys' fees, that the Indemnitees may sustain as a result of such claims, except to the extent that **Illinois** law prohibits indemnity for the Indemnitees' own negligence. The Owner and Engineer are designated and recognized as explicit third-party beneficiaries of the Kotecki Waiver within the general contract and all subcontractors entered into in furtherance of the general contract.

28. Jobsite Safety/Supervision & Construction Observation: The Engineer shall neither have control over or charge of, nor be responsible for, the construction means, methods, techniques, sequences of procedures, or for safety precautions and programs in connection with the Work since they are solely the Contractor's rights and responsibilities. The Client agrees that the Contractor shall supervise and direct the work efficiently with his/her best skill and attention; and that the Contractor shall be solely responsible for the means, methods, techniques, sequences and procedures of construction and safety at the job site. The Client agrees and warrants that this intent shall be carried out in the Client's contract with the Contractor. The Client further agrees that the Contractor shall be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the work; and that the Contractor shall take all necessary precautions for the safety of, and shall provide the necessary protection to prevent damage, injury or loss to all employees on the subject site and all other persons who may be affected thereby. The Engineer shall have no authority to stop the work of the Contractor or the work of any subcontractor on the project.

When construction observation services are included in the Scope of Services, the Engineer shall visit the site at intervals appropriate to the stage of the Contractor's operation, or as otherwise agreed to by the Client and the Engineer to: 1) become generally familiar with and to keep the Client informed about the progress and quality of the Work; 2) to strive to bring to the Client's attention defects and deficiencies in the Work and; 3) to determine in general if the Work is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. However, the Engineer shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. If the Client desires more extensive project observation, the Client shall request that such services be provided by the Engineer as Additional and Supplemental Construction Observation Services in accordance with the terms of this Agreement.

The Engineer shall not be responsible for any acts or omissions of the Contractor, subcontractor, any entity performing any portions of the Work, or any agents or employees of any of them. The Engineer does not guarantee the performance of the Contractor and shall not be responsible for the Contractor's failure to perform its Work in accordance with the Contract Documents or any applicable laws, codes, rules or regulations.

When municipal review services are included in the Scope of Services, the Engineer (acting on behalf of the municipality), when acting in good faith in the discharge of its duties, shall not thereby render itself liable personally and is, to the maximum extent permitted by law, relieved from all liability for any damage that may accrue to persons or property by reason of any act or omission in the discharge of its duties. Any suit brought against the Engineer which involve the acts or omissions performed by it in the enforcement of any provisions of the Client's rules, regulation and/or ordinance shall be defended by the Client until final termination of the proceedings. The Engineer shall be entitled to all defenses and municipal immunities that are, or would be, available to the Client.

29. Insurance and Indemnification: The Engineer and the Client understand and agree that the Client will contractually require the Contractor to defend and indemnify the Engineer and/or any subconsultants from any claims arising from the Work. The Engineer and the Client further understand and agree that the Client will contractually require the Contractor to procure commercial general liability insurance naming the Engineer as an additional named insured with respect to the work. The Contractor shall provide to the Client certificates of insurance evidencing that the contractually required insurance coverage has been procured. However, the Contractor's failure to provide the Client with the requisite certificates of insurance shall not constitute a waiver of this provision by the Engineer.

The Client and Engineer waive all rights against each other and against the Contractor and consultants, agents and employees of each of them for damages to the extent covered by property insurance during construction. The Client and Engineer each shall require similar waivers from the Contractor, consultants, agents and persons or entities awarded separate contracts administered under the Client's own forces.

Where the term "Defend" is used in contract documents between the Client and Engineer, the term is mutually understood to apply to the Engineer's General Liability and Automotive Insurance policies only, and not their Professional Liability policy. The Engineer's General Liability and Automotive Insurance policies will provide defense costs on behalf of the Client to the extent they are covered as additional insured on said policies.

30. Hazardous Materials: Unless otherwise provided by this Agreement, the Engineer and Engineer's consultants shall have no responsibility for the discovery, presence, handling, removal or disposal of or exposure of persons to hazardous materials in any form at the Project site, including but not limited to asbestos, asbestos products, polychlorinated biphenyl (PCB) or other toxic substances.

LAKOTA CONSTRUCTION PHASE SERVICES

PROJECT NAME:	Ontarioville Plaza Phase Two
CLIENT:	Spaceco, Inc.
DATE:	June 22 nd , 2026

The Lakota Group is pleased to offer the following professional services for The Village of Hanover Park - Ontarioville Plaza Phase Two project:

Scope of Services:

- Construction Administration, Observation, and Close-Out: provide on-site review and observation of site/landscape construction related to the target area landscape construction package and related specifications to observe that the plan intent as produced by The Lakota Group is adhered to by the selected contractor.
 - **Administration:**
 - Assist in preparation of Owner / Contractor Agreement
 - Conduct a pre-construction meeting (date to be determined at bid award) with Client and Contractor to review the following:
 - Contractor Mobilization and Staging
 - Contractor Schedules
 - Contractor Submittals
 - Responsibilities
 - Communications
 - Payment Procedures
 - Provide interpretations and clarifications for the construction documents as needed.
 - Review and approve submittals, including samples of materials and shop drawings, and assess change order requests.
 - Review and respond to contractor's request for information.
 - Review contractor's request for payments.
 - Review testing procedures and data provided by independent testing services.
 - **Observations:**
 - Provide on-site observation of site construction; visit site at intervals appropriate to the stage of the site/landscape construction to review construction methods (Assumes a total of 12 site visits).
 - Make visits to plant nurseries located by landscape contractor to approve selected plant materials (Assumes 3 visits).
 - Make written reports regarding construction site progress.
 - **Close-Out:**
 - Conduct a final on-site observation/inspection of site construction with Village.
 - Prepare a final punch list prior to final acceptance of job.
 - Review contract close-out submittals including but not limited to:
 - Operating and maintenance manuals
 - As-Built Record Drawings
 - Labor and material lien waivers
 - Payment Applications
 - Establish final acceptance
 - Prepare final payment recommendations regarding the contractor's request for acceptance of substantially or finally completed work.
- In the Construction Administration Phase, The Lakota Group will manage the performance of our own work through the terms of the contract by providing General Project Administrations. This includes but is not limited to:
 - Communications
 - Coordinate and prepare for OAC meetings
 - Collect and disseminate communications from subconsultants and other parties

- Coordinate regularly with Client Representative
- Schedules
 - Monitor, assess, and evaluate construction timelines
 - Coordinate subconsultants
- Staffing
 - Select and assign staff members and subconsultants to appropriate tasks and services

Professional Fees for Construction Administration:

Lakota Professional Fee Total:	\$32,650
Expenses (3%)	\$ 950

Professional Fees Total: \$33,600

Any additional services requested of Lakota beyond those listed above will be conducted on an hourly basis and billed according to Lakota's current billing rates. If requested, a fee estimate will be provided for a task or an assignment based on a defined scope of work.

Lakota Hourly Billing Rates (2026):

President	\$380
Principal	\$330
Associate Principal	\$270
Vice President	\$260
Senior Associate	\$225
Project Planner/Designer/Manager	\$195-\$215
Associate (Planner/Urban Designer/Landscape Designer)	\$155-\$165
Research/Operations Staff	\$110

Reimbursable expenses will be billed at 1.1 times direct expense to cover administration and will include:

- ***Travel*** for field work/site visits to review landscape scope installation
- ***Delivery*** (postage/messenger/express)
- ***Copy/Reproduction***
- ***Computer Plots***
- ***Long Distance Communication***
- ***Miscellaneous*** (municipal documents, special reports, data)

CONSTRUCTION PHASE PROFESSIONAL SERVICES:

The following not-to-exceed amount covers professional fees for the services described above:

Professional Fees: \$32,650

Reimbursable Expenses: \$950

Total Professional Services Fees: \$33,600

Professional fees and expenses will be billed monthly for work completed.

Either party may terminate this agreement 15 days after written notice. Lakota shall be compensated for all services performed up to this date.

Please indicate acceptance of this agreement by signing one copy and returning it to our office listed below. Lakota will begin work after receiving written authorization to proceed via fax, mail, or email.

The Lakota Group appreciates the opportunity to provide Spaceco, Inc. with Professional Construction Administration Services.



Kevin Clark, PLA, AICP, Principal
The Lakota Group
1 E Wacker Drive, Flr 27
Chicago, Illinois 60601
312.467.5445 / 312.467.5484 (fax)

Printed Name

Signature

Title

Date



July 7, 2026

Mr. Ted Ward, PE, DECI, CPII
Spaceco, Inc.
9575 W. Higgins Rd.
Suite 700
Rosemont, IL 60018

**Subject: Letter Agreement for Construction Engineering Services
Ontarioville Streetscape Phase II
Ontarioville, IL
Ciorba Project No. 0022031.02**

Dear Mr. Ward:

Ciorba Group, Inc. (CIORBA) is pleased to submit for your signature this Letter Agreement to provide construction engineering services for the above referenced project.

Scope of Services

The Scope of Services for the project is described in Exhibit A.

Engineering Fee

Our engineering fee is \$41,172.74. See Exhibit B for a detailed work breakdown structure and calculation of fee.

General Conditions

The attached General Conditions are made a part of this Letter Agreement. The designated representatives for this project are indicated below.

Fees in this Agreement shall remain fixed until 12/31/2026. Adjustments to the fee will be negotiated with Spaceco, Inc. after this date or for agreed upon changes in scope or additional services. SPACECO, Inc. may elect and authorize in writing to have Extra Work to be completed by Ciorba on the basis of "Actual Cost" as defined in the attached General Conditions.

Upon acceptance of this Agreement, please have it executed by an authorized representative and return a signed copy. Should you have any questions please contact me at 773.775.4009. We appreciate the opportunity of submitting this Agreement to you and look forward to working on this project.

Sincerely,
Ciorba Group, Inc.

A handwritten signature in black ink, appearing to read 'Katrina Lopez'.

Katrina Lopez, PE, LEED AP
Project Manager

**CC: Ciorba Project File
Attachment: General Conditions**



Designated Representatives

The CLIENT'S and CIORBA'S designated representatives for this project shall be:

Spaceco, Inc.

Name: Ted Ward, PE, DECI, CPII
Title: Construction Department Manager
Email: tward@spacecoinc.com
Phone: (847) 696-4061 Ext. 1052
Address: 9575 W. Higgins Road, Suite 700, Rosemont, IL 60018

Ciorba Group, Inc.

Name: Katrina Lopez, PE, LEED AP
Title: Project Manager
Email: klopez@ciorba.com
Phone: (773) 775-4009
Address: 8725 W Higgins Rd, Suite 600, Chicago, IL 60631

Such representatives shall have authority to act on behalf of their respective principals and render decisions efficiently. Either party may change its designated representative by a writing sent to the other.

Ciorba Group, Inc.

By: _____

Name: _____

Title: _____

Date: _____

Spaceco, Inc.

By: _____

Name: _____

Title: _____

Date: _____

GENERAL CONDITIONS

Ontarioville Streetscape Phase II

Ciorba Project Number 0022031.01

DELAYS - CIORBA will not be liable for delays due to force majeure or any conditions beyond its control.

DISPUTE RESOLUTION - Any dispute under this contract shall be subject to mediation as a condition precedent to litigation.

ENVIRONMENTAL - CIORBA assumes no responsibility for the detection or removal of any hazardous substances or archeological finds found at the job site or delayed caused by these findings.

EXTRA WORK - CIORBA's fees are based on its doing the work as described in the proposal letter. Extra Work includes furnishing any other services not specifically set forth in the proposal letter including but not limited to responding to subpoenas or court orders.

The fee for all Extra Work will be computed on the basis of "Actual Cost" defined as direct salaries of personnel actually assigned to the work multiplied by a factor of 3.0 to cover overhead, fringe benefits and profit. Direct costs would be billed at their actual rate.

No Extra Work would be undertaken by CIORBA without prior written authorization from CLIENT.

INDEPENDENT CONTRACTOR - Employees of CIORBA and CLIENT shall make no claim of employment benefits or compensation against the other.

INSURANCE - CIORBA agrees to maintain insurance coverage in the following minimum amounts:

- Professional Liability - \$2,000,000 per claim/aggregate
- General Liability -
 - \$1,000,000 Each Occurrence - Bodily Injury
 - \$1,000,000 Each Occurrence - Property Damage
 - \$2,000,000 Aggregate
- Auto Liability (including non-ownership and hired car coverage) - \$1,000,000 Per Person/Per Accident
- Employer's Liability - \$500,000 Each Occurrence
- Worker's Compensation - Per Statutory

CLIENT agrees to maintain its own General Liability, Automotive Liability, Employer's Liability with amounts no less than that shown for CIORBA. CLIENT also agrees to maintain Workers Compensation insurance with statutory limits. CLIENT agrees to require its contractors to maintain similar coverage.

JOBSITE SAFETY - CIORBA is not responsible for job site safety or means and methods. Job site safety, means, methods, techniques or sequences of construction as same are the responsibility of the Contractor. CIORBA has no stop work authority. CIORBA shall not be responsible for the acts or omissions of the CLIENT other consultants, or any other person or entity performing work on the PROJECT who are not under the direct control or authority of CIORBA.

GENERAL CONDITIONS

Ontarioville Streetscape Phase II

Ciorba Project Number 0022031.01

LIMITATIONS OF LIABILITY - The CLIENT (and all claiming under CLIENT) agrees, to the fullest extent possible, to limit the liability of CIORBA so that the total aggregate liability of CIORBA shall not exceed CIORBA's fee as paid for services rendered on the project. It is acknowledged that this limitation of liability applies to any cause of action, be it contract, tort, or any other theory.

LIMITATIONS - Causes of action between the parties to this Agreement pertaining to acts or failures to act shall be deemed to have accrued and the applicable statutes of limitations shall commence to run not later than either the date of substantial completion of construction for acts or failures to act occurring prior to substantial completion or the date of issuance of the final Certificate of Payment for acts or failures to act occurring after substantial completion.

CIORBA shall not be responsible for the acts or omissions of the CLIENT other consultants, or any other person or entity performing work on the Project who are not under the direct control or authority of CIORBA.

CLAIMS -The CLIENT (and all claiming under CLIENT) agrees to bring any claims against CIORBA corporate entity, not any individual owners or employees of CIORBA firm. The CLIENT and CIORBA both agree to waive any claims for consequential damages against each other.

CLIENT PROVIDED INFORMATION - CIORBA shall have the right to rely on the accuracy of any information provided by the CLIENT. CIORBA will not be responsible for reviewing this information for accuracy unless otherwise stated in the Scope of Services.

OWNERSHIP OF INSTRUMENTS OF SERVICE - In accepting and utilizing any drawings, reports, documentation and other technical submissions (in any form including electronic media) generated and furnished by CIORBA, CLIENT agrees that these are all instruments of service of CIORBA, who shall be deemed the author, and shall retain all common law, statutory law and other rights, including copyrights.

The CLIENT agrees not to reuse any drawings, reports, documentation, and other technical submissions (in any form including electronic media), in whole or in part, for any purpose other than for the Project. The CLIENT agrees not to transfer the drawings, reports, documentation, and other technical submissions (in any form including electronic media) to others without the prior written consent of CIORBA. The CLIENT further agrees to waive all claims against CIORBA resulting in any way from any unauthorized changes to or reuse of any drawings, reports, documentation and other technical submissions (in any form including electronic media) for any other project by anyone other than CIORBA.

In addition, the CLIENT agrees, to the fullest extent permitted by law, to indemnify and hold harmless CIORBA, its officers, directors, employees and subconsultants against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, arising from any changes made by anyone other than CIORBA or from any unauthorized reuse of any drawings, reports, documentation and other technical submissions (in any form including electronic media) without the prior written consent of CIORBA.

Under no circumstances shall delivery of any drawings, reports, documentation and other technical submissions (in any form including electronic media) for use by the CLIENT be

GENERAL CONDITIONS

Ontarioville Streetscape Phase II

Ciorba Project Number 0022031.01

deemed a sale by CIORBA, and CIORBA makes no warranties, either express or implied, of merchantability and fitness for any particular purpose. In no event shall CIORBA be liable for indirect or consequential damages as a result of the CLIENT's reuse of the any drawings, reports, documentation and other technical submissions (in any form including electronic media).

Nothing contained herein shall create a contractual relationship with, or any rights in favor of, any third party, including any contractors, subcontractors, design professionals, or subsequent users.

PAYMENT OF FEES - All fees are due and payable as specified herein. Fees will be billed monthly for services performed in the preceding month.

PERMITS AND APPROVALS - It is the responsibility of the CLIENT to obtain all necessary permits and approvals. CIORBA will assist the CLIENT as mutually agreed in writing as part of the Scope of Services.

SUSPENSION AND TERMINATION - Either party may terminate this agreement upon giving written notice to the other's Designated Representative. In the event that this project should be suspended or abandoned for any reason whatsoever, the CLIENT shall be liable for payment of all services performed through the date Ciorba receives written notice of such suspension or abandonment; payment to be based on percentage of work complete in the case of lump sum fees, or hours of work completed in the case of salary times multiplier fees. In the event the CLIENT reactivates the project, Ciorba will not resume work without the execution of a new agreement for the work.

This agreement shall terminate upon the occurrence of the first of the following:

- Completion of and payment for all the work included herein.
- Suspension or abandonment of the project, and payment to us of all fees due and payable.
- Mutual written consent of the parties hereto.
- Bankruptcy of CLIENT

PAYMENT OF FEES - All fees are due and payable as specified herein. Fees will be billed monthly for services performed in the preceding month, and payment thereof is due within 30 days of the invoice date. Invoices not paid within 30 days are considered past due. Interest of 1 ½ percent per month compounded daily applies to all outstanding invoices. In the event any invoices are past due more than 60 days, Ciorba reserves the right to suspend all work and withhold all drawings, prints, specifications, estimates, and the like until the account is current.

DELIVERY OF ELECTRONIC FILES - Electronic files furnished by CIORBA shall be subject to an acceptance period of 30 days during which CLIENT agrees to perform appropriate acceptance tests. CIORBA shall correct any discrepancies or errors detected and reported within the acceptance period. After the acceptance period, the electronic files shall be deemed to be accepted and CIORBA shall have no obligations to correct errors or maintain electronic files.

The CLIENT is aware that differences may exist between the electronic files delivered and the printed hard-copy construction documents. In the event of a conflict between the signed

GENERAL CONDITIONS
Ontarioville Streetscape Phase II
Ciorba Project Number 0022031.01

construction documents prepared by CIORBA and electronic files, the signed or sealed hard-copy construction documents shall govern.

EXHIBIT A

SCOPE OF WORK

SCOPE OF WORK

ONTARIOVILLE STREETSCAPE PHASE II CONSTRUCTION ENGINEERING SERVICES

Village of Hanover Park
July 6, 2026

DESCRIPTION OF WORK

The Village has requested construction assistance services from all design consultants for the project.

SCOPE OF SERVICES

TASK 1 - UTILITY COORDINATION

Ciorba will continue to assist the Village and Spaceco with Com Ed and Nicor coordination during construction. This is to ensure that Ciorba can address any questions or open items from the design phase, to avoid any construction delays.

Included in this task are two site visits anticipated with utility staff to finalize equipment location and conduit/pipe routings.

TASK 2 - CONSTRUCTION ASSISTANCE

Construction Assistance

Ciorba will assist the Village during construction by providing the following services:

- Attending Preconstruction Meeting
- Preparing “For Construction Plans and Specifications” which incorporate revisions to the plans during the bidding process.
- Performing Shop drawing review, assuming the following submittals:
 - Conduit, Wire, Supports, and Junction Boxes
 - Lighting Controller and Controls
 - LED Swing Controller
 - Audio Control Boxes
 - Fire Pit Junction Box
 - Light Poles
 - Strain Poles
 - Tivoli Lighting and Supports
 - Splicing Materials
 - Concrete Foundations
 - Handholes
 - Ground Receptacles
 - LED Swings
- Responding to Contractor request for information (assuming a maximum of four)

- Ciorba will assist Spaceco by providing the following services during construction. This is to ensure that lighting/electrical construction activities are proceeding in accordance with Contract Drawings and design intent.
 - Attending a maximum of 2 virtual progress meetings.
 - Performing a maximum of 3 site visits.
 - Coordination with lighting/electrical manufacturers.

Construction Close-Out

Ciorba will attend lighting/control start-up to ensure that the final lighting/electrical systems meet the Village's requirements. As part of this work Ciorba will:

- Prepare start-up checklist and start-up documentation.
- Attend electrical testing.
- Maintain punch list to ensure all items are corrected before final acceptance.

TASK 3 - Project Management & Administration

Work associated with project oversight, project progress reports, and updating the schedule will be performed under this task.

EXHIBIT B

ENGINEERING FEE

Cost Estimate of
Consultant Service
(Direct Labor Mul
06/24/26

Firm	Ciorba Group, Inc.
Project	Ontarioville Phase II
	Construction Assistance

ITEM	MANHOURS (A)	PAYROLL (B)	(3+R) TIMES PAYROLL (C)	DIRECT COSTS (D)	DBE TOTAL (C+D+E)	TOTAL (C+D+E)	% OF GRAND TOTAL
Utility Coordination	24	\$ 1,900.72	\$ 5,702.16	\$ 72.50	\$ -	\$ 5,774.66	14%
Construction Assistance	175	\$ 11,098.33	\$ 33,295.00	\$ 253.75	\$ -	\$ 33,548.75	81%
Project Management	6	\$ 616.44	\$ 1,849.33	\$ -	\$ -	\$ 1,849.33	4%
TOTALS	205	\$ 13,615.50	\$ 40,846.49	\$ 326.25		\$ 41,172.74	100%

Activity			Grand Total	Principal	Project Manager II	Structures Engineer III	Engineer II
TOTAL			205	2	95	4	104
1.	Utility Coordination	Task Total:	24		18		6
	0110 Utility Coordination	Meetings:	24		18		6
	Coordination with Nicor for Gas Service		10		4		6
	Coordination with Com Ed for Electric Service		6		6		
	Site Visits for Coordination (Assume Two Separate Visits)		8		8		
2.	Construction Assistance	Task Total:	175		73	4	98
	0210 Construction Assistance	Subtotal:	139		59	4	76
	Pre-Construction Meeting Attendance		4		4		
	Preparation of "For Construction" Lighting Plans		9		1		8
	Shop Drawing Review (Assume 13 Submittals Maximum)		62		26	4	32
	Request for Information (Assume a Maximum of 4)		28		8		20
	Site Visits During Construction (Assume a Maximum of 3)		20		12		8
	Progress Meetings (Assume Attending a Maximum of 2 Virtually)		4		4		
	Coordination with Manufacturer's		12		4		8
	0220 Construction Close-Out	Subtotal:	36		14		22
	Start-up Checklist		8		4		4
	Start-up Meeting		16		8		8
	Start-up Documentation		12		2		10
3.	Project Management	Task Total:	6	2	4		
	0310 Project Management & Administration	Subtotal:	6	2	4		
	Project Management & Administration		6	2	4		

DIRECT COSTS SUMMARY

Utility Coordination

Description	Unit	Unit Cost	Quantity	Extended Cost
Vehicle (mileage)	mile	\$ 0.725	100	\$ 72.50
				\$ 72.50 Total

Construction Assistance

Description	Unit	Unit Cost	Quantity	Extended Cost
Vehicle (mileage)	mile	\$ 0.725	350	\$ 253.75
				\$ 253.75 Total



Office: 847-870-0544

Fax: 847-870-0661

us@soilandmaterialconsultants.com

www.soilandmaterialconsultants.com

June 18, 2026

Proposal No. 24,257

Mr. Ted Ward, P.E.
 Spaceco
 9575 West Higgins Road, Suite 700
 Rosemont, IL 60018

Re: Soil and Construction Material Testing
 Ontarioville Plaza Phase 2
 Hanover Park, Illinois

Dear :

We are submitting for your consideration our proposal to provide soil and construction material testing for the above referenced project on a will-call basis initiated by your office or representative.

Attached is the Schedule of Fees for the requested services. Note that hourly rates are inclusive of mileage and equipment charges. Based on available information provided and our experience on similar projects, we estimate a charge of \$7,500.00 for the anticipated services. Actual billing will be on a unit price basis and you will only be billed for those services actually provided. Final billing may be less than or greater than the estimated charge. Should additional services be requested which are not included within the scope of this proposal, they will be provided at our established unit prices.

Thank you for the opportunity of submitting this proposal, which includes the attached General Conditions. If acceptable, please sign and return one copy to our office. Also include applicable plans and specifications, if not already submitted.

Very truly yours,

SOIL AND MATERIAL CONSULTANTS, INC.

Reid T. Steinbach, P.E.
 Director of Engineering

RTS

Proposal Accepted By: Client _____

Street _____

Town _____ State _____ Zip Code _____

Phone () _____ E-Mail Address _____

Signature _____ Position _____

Printed Name _____ Date _____

Proposal No. 24,257
 Re: Ontarioville Plaza Phase 2
 Hanover Park, Illinois

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SOIL AND MATERIAL CONSULTANTS, INC.

SCHEDULE OF FEES

Effective 1-1-26

AGGREGATE AND SOIL

Field Testing

Technician with Nuclear Gauge	\$	120.00	/hour
	\$	480.00	/day min.
Material Pick-up	\$	85.00	/hour

Laboratory Testing

Standard Proctor	\$	225.00	each
Modified Proctor	\$	250.00	each

Engineering

Senior Engineer (P.E.)	\$	160.00	/hour
- includes project administration, field/laboratory engineering, consultation and report review.			

Billing Notes:

Hourly Charges: Portal To Portal
 Weekdays over 8 hours/day: Hourly Rate x 1.5

Saturdays: Hourly Rate x 1.5
 Sundays: Hourly Rate x 2.0

Proposal No. 24,257
Re: Ontarioville Plaza Phase 2
Hanover Park, Illinois

SOIL AND MATERIAL CONSULTANTS, INC.	SCHEDULE OF FEES
Effective 1-1-26	BITUMINOUS CONCRETE

Field Testing

Technician with Nuclear Gauge	\$	110.00	/hour
	\$	440.00	/day min.

Laboratory Testing

Asphalt Content (ignition)	\$	200.00	each
Bulk Specific Gravity (gyratory)	\$	275.00	each
Maximum Specific Gravity	\$	100.00	each
Unit Weight – cores	\$	30.00	each

Engineering

Senior Engineer (P.E.)	\$	160.00	/hour
- includes project administration, field/laboratory engineering, mix design review, consultation and report review			

<u>Billing Notes:</u>	Hourly Charges: Portal To Portal	Saturdays: Hourly Rate x 1.5
	Weekdays over 8 hours/day: Hourly Rate x 1.5	Sundays: Hourly Rate x 2.0

Proposal No. 24,257
Re: Ontarioville Plaza Phase 2
Hanover Park, Illinois

SOIL AND MATERIAL CONSULTANTS, INC.	SCHEDULE OF FEES
Effective 1-1-26	MASONRY

Field Testing

Technician	\$ 120.00 /hour
	\$ 480.00 /day min.
Material Pickup	\$ 85.00 /hour

Laboratory Testing

Mortar Cubes - Compressive Strength	\$ 125.00 /set of 4
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Engineering

Senior Engineer (P.E.)	\$ 160.00 /hour
- includes project administration, field/laboratory engineering, consultation and report	

<u>Billing Notes:</u>	Hourly Charges: Portal To Portal	Saturdays: Hourly Rate x 1.5
	Weekdays over 8 hours/day: Hourly Rate x 1.5	Sundays: Hourly Rate x 2.0

Proposal No. 24,257
Re: Ontarioville Plaza Phase 2
Hanover Park, Illinois

SOIL AND MATERIAL CONSULTANTS, INC.	SCHEDULE OF FEES
Effective 1-1-26	PORTLAND CEMENT CONCRETE

Field Testing

Technician	\$	110.00	/hour
- includes slump, air and cylinders	\$	440.00	/day min.
Cylinder Pick-up	\$	85.00	/hour

Laboratory Testing

Cylinder Compressive Strength	\$	20.00	each
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Engineering

Senior Engineer (P.E.)	\$	160.00	/hour
- includes project administration, field/laboratory engineering, mix design review, consultation and report review.			

<u>Billing Notes:</u>	Hourly Charges: Portal To Portal	Saturdays: Hourly Rate x 1.5
	Weekdays over 8 hours/day: Hourly Rate x 1.5	Sundays: Hourly Rate x 2.0

Proposal No. 24,257
Re: Ontarioville Plaza Phase 2
Hanover Park, Illinois

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SOIL AND MATERIAL CONSULTANTS, INC.

SCHEDULE OF FEES

Effective 1-1-26

WELDING, STRUCTURAL STEEL, FIREPROOFING

<u>Field Testing</u>		
Steel Fabrication Testing	\$	120.00 /hour
(Non CWI visual inspection of welded and bolted connections)	\$	480.00 /day min.
Fireproofing Testing	\$	120.00 /hour
-includes thickness, bond strength	\$	480.00 /day min.
Direct Charges – Subcontract Testing (CWI Testing, Ultrasonic Testing, Magnetic Particle Testing, etc.)	Cost +25%	
<u>Laboratory Testing</u>		
Density Test – Fireproofing	\$	150.00 /test
Direct Charges – Subcontract Testing	Cost +25%	
<u>Engineering</u>		
Senior Engineer (P.E.)	\$	160.00 /hour
- includes project administration, field/laboratory engineering, consultation and report review.		

Billing Notes:

Hourly Charges: Portal To Portal
Weekdays over 8 hours/day: Hourly Rate x 1.5

Saturdays: Hourly Rate x 1.5
Sundays: Hourly Rate x 2.0

Proposal No. 24,257
Re: Ontarioville Plaza Phase 2
Hanover Park, Illinois

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TERMS AND CONDITIONS

Soil and Material Consultants, Inc. (SMC) scope of work defined in the proposal was based on information provided by the client. If incomplete, inaccurate or if unexpected site conditions are discovered, the scope of work may change.

GEOTECHNICAL INVESTIGATIONS

Client will furnish SMC with right-of-access to the site. SMC will take reasonable precautions to minimize site damage due to its operations, but has not included in the fee the cost of restoration of any resulting damage. SMC shall not be liable for damage or injury due to encountering subsurface structures (pipes, tanks, utilities or others) not called to SMC's attention in writing or are not correctly shown on the drawings furnished by client or client's representative. If the client desires, SMC will restore any damage to the site and add the cost of restoration to the fee.

Field work, laboratory testing and engineering analysis will be performed in accordance with generally accepted soil and foundation engineering practices. Samples are retained in our laboratory for 30 days from date of report and then destroyed unless other disposition is requested. The data reported applies only to the soils sampled and the conditions encountered at each boring location. This does not imply or guarantee that soils between borings will be identical in character. Isolated inclusions of better or poorer soils can be found on any site. SMC will not be liable for extra work or other consequences due to changed conditions encountered between borings.

Any exploration, testing and analysis associated with the investigation will be performed by SMC for the client's sole use to fulfill the purpose of this Agreement. SMC is not responsible for use or interpretation of the information by others. The client recognizes that subsurface conditions may vary from those encountered in borings or explorations. Information and recommendations developed by SMC are based solely on available information and for the currently proposed improvement.

Documents including but not limited to technical reports, original boring logs, field data, field notes, laboratory test data, calculations, reports of inspection and testing, geotechnical reports, technical reports, submittals and estimates furnished to the client or its agents pursuant to this agreement are not intended or represented to be suitable for reuse by the client or others on extensions of this project or on any other project. Any reuse without SMC's written consent will be at user's sole risk and without liability or legal exposure to SMC. User shall indemnify and hold harmless SMC from all claims, damages, losses and expenses including attorney's fees arising out of or resulting therefrom. To the maximum extent permitted by law, the Client agrees to limit SMC liability for clients' damages to \$100,000 or the fee, whichever is lesser. This limitation shall apply regardless of the cause of action or legal theory pled or asserted.

Soil and Material Consultants, Inc. is a Professional Engineering Corporation. Engineering services are often completed by extension through technical staff. The unit rates presented in this proposal do not reflect charges associated with organized labor. Future agreements, if any, with organized labor will invalidate some of the unit rates presented. Required rate adjustments will be presented to the client for acceptance prior to providing services at the adjusted rates.

Services are invoiced monthly for the preceding period. Client agrees to pay each invoice within thirty (30) days of receipt and further agrees to pay interest on all amounts not paid at the rate of 2.0% per month, an annual rate of 24%, from the due date. Client agrees to pay all reasonable costs of collection including staff time, court costs, Attorneys' fees and related expenses, if this account becomes delinquent. Client agrees that reports furnished to the client but not paid for in full remain the sole property of SMC and will not be used for design, construction, permits, licensing, sales or other gain.

TESTING SERVICES

Client shall furnish SMC with at least one working day's notice on any part-time (less than 8 hours/day) job when field personnel are requested. SMC shall make reasonable effort to provide field personnel in a timely manner but reserves the right to schedule field personnel as deemed appropriate. Minimum charges will be billed when work cancellations are received after field personnel have left for the project site.

SMC personnel will provide a professional service based on observations and testing of the work of a contractor, subcontractor, or other service/material provider, as specifically requested. SMC field personnel will look for general conformance with project specifications, plans and/or soil report but does not accept the responsibility to control or direct the work of others. Discrepancies noted by SMC office or field personnel will be referred to client or client's representative.

Testing Services furnished by SMC are defined as the taking of soil and/or material tests at various locations and the making of visual observations relating to earthwork, foundations, and/or materials as specifically requested by the client and agreed to by SMC, and will be limited to those specifically agreed services. Such services will be performed by SMC using that degree of care and skill ordinarily exercised, under similar circumstances, by reputable members of the profession practicing in this or similar localities.

Observations and testing of soils and/or materials by SMC in no way implies a guarantee or warranty of the work of the contractor, subcontractor, or other service/material provider. SMC's work or failure to perform same shall in no way excuse such contractor, subcontractor or other service/material provider from liability in the event of subsequently discovered defects, omissions, errors, deficiencies or failure to perform in accordance with the project plans and specifications. SMC field personnel shall not be responsible for superintendence of the construction process nor direction of the work of the contractor, subcontractor, or other service/material provider. SMC's work shall not include determining or implementing the means, methods, techniques, sequences or procedures of construction. SMC shall not be responsible for evaluating, reporting or affecting job conditions concerning health, safety or welfare.



AGENDA MEMORANDUM

TO: Village President and Board of Trustees

FROM: Courtney Sage, Interim Village Manager
T. J. Moore, Director of Public Works

SUBJECT: Approval of Three-Year Proposal for Service/Maintenance and Monitoring for Metra Parking Machines

ACTION

REQUESTED: ☒ Approval ☐ Concurrence ☐ Discussion ☐ Information

RECOMMENDED FOR CONSENT AGENDA: ☒ Yes ☐ No

MEETING DATE: August 6, 2026

Executive Summary

Staff is recommending the President and Village Board of Trustees approve two three-year proposals from Total Parking Solutions, LLC (TPS) for service and repair of the Metra parking machines.

Discussion

The Village operates four Flowbird multi-space parking terminals. To ensure these terminals remain fully operational, staff recommends entering into two agreements with Total Parking Solutions, LLC (TPS) for monitoring, service, and maintenance. Both proposed agreements cover a three-year service period from July 1, 2026, through June 30, 2029, with options to renew in one-year increments.

The proposed agreements are separated into monitoring services and physical maintenance services.

The monitoring contract provides the Flowbird WebOffice web-based monitoring system for the Village's four parking terminals. Under this agreement, TPS will monitor machine alarms and dispatch a technician within 24 hours if necessary. Furthermore, if hardware devices or modems fail, replacements will be provided within 24 hours of the malfunction. TPS will hold the contract price for the term of the agreement, though they reserve the right to increase prices if a third-party supplier increases costs, requiring 90 days' written notice to the Village.

The service and maintenance contract encompasses quarterly preventative maintenance inspections, which consist of internal and external cleaning, calibration, and covers 100% parts and labor. All replacement parts provided by TPS are guaranteed to be original manufacturer parts, with no substitutions. Village staff remains responsible for "First Line Maintenance," which includes clearing coin, note, card, or receipt paper jams. If TPS is

Agreement Name: _____

Executed By: _____

requested to resolve a "First Line Maintenance" issue, the Village will be billed at a standard rate of \$150.00 per hour with a two-hour minimum. The contract price is subject to annual inflation adjustments based on the US Consumer Price Index, and TPS may make additional pricing adjustments for market factors by providing at least 30 days' notice before the next calendar year's billing date.

The total combined annual cost for both contracts is \$9,348. This consists of an annual cost of \$3,840 for the monitoring contract, calculated at \$960 per terminal per year, alongside an annual cost of \$5,508 for the service and maintenance contract, calculated at \$1,377 per terminal per year. This is within budget and no additional funding is required.

Staff recommends approval of the service and maintenance contract, as well as the Flowbird WebOffice monitoring contract.

Recommended Action

Motion to approve the three-year agreements from Total Parking Solutions in an amount not to exceed \$9,348.00 annually for the monitoring, service and repair of parking devices at the Hanover Park Commuter Parking Lot and authorize the Interim Village Manager to execute the necessary documents.

Attachments: Total Parking Solutions, LLC – Maintenance
 Total Parking Solutions, LLC – Monitoring

Budgeted Item:	☒ Yes	☐ No
Budgeted Amount:	\$13,080.00	
Actual Cost:	\$9,348.00	
Account Number:	51-20-2500-403-436	



Flowbird WebOffice Monitoring Contract for
Multi-Space Parking Terminals
Village of Hanover Park

Commencement Date: June 1st 2026
Service Period: July 1st 2026 – June 30th 2029

Customer: Village of Hanover Park
2011 Lake St Hanover Park, IL 60133

Service Provided By: Total Parking Solutions, LLC
2721 Curtiss Street
Downers Grove, IL 60515

Principle Objective:

Total Parking Solutions, LLC (“TPS”) is committed to providing the highest quality, professional service and maintenance in a timely manner to allow for minimal inconvenience to our customers.

Contract type:

This contract shall provide for Flowbird WebOffice Web-Based monitoring system for Pay by Space terminals at the specified locations for the Village of Hanover Park (“Customer”).

Support:

TPS will provide support for the delivery of service as provided by the network provider. In the event modems and hardware devices fail, replacement will be within 24 hours of malfunction. Included is the monitoring of all pay stations within this agreement by TPS staff. Any and all machine alarms received over WebOffice shall be reported to Customer and a TPS technician will be dispatched within 24 hours if necessary.

Payment Terms:

All payments due under this Agreement shall be made in compliance with the Illinois Prompt Payment Act. Payments will be made on an annual basis, via ACH bank transfer. Payments are made 1 month prior to the start of service, and cover payment for the full year of service coverage. If payment is not received by the beginning of the service window, TPS reserves the right to withhold service coverage until payment is received.

Service Reporting and Technical Support:

Any and all service calls will be reported to our service department of TPS. TPS will provide telephone assistance to Customer staff at no charge. service@totalparking.net or 630-241-1984 x102

Term of Contract:

The term of this Agreement is for 3 years. Either party may terminate the agreement with sixty days written notice of its intent to terminate. Any notice of termination must be in writing. This contract has an option to be renewed in 1-year increments after the original term expires.

Price Deviations:

TPS will agree to hold the agreed upon contract price for the term of this agreement. If a third-party supplier of TPS increases costs in connection with the services provided under this Agreement, TPS has the right to increase price accordingly, and shall provide no less than 90 days' written notice to Customer of such price increase.

Limitation on Liability:

Notwithstanding anything to the contrary in this Agreement, the total aggregate liability of TPS arising out of or relating to this Agreement, whether in contract, tort, or otherwise, shall not exceed the total fees actually received by TPS from the other party under this Agreement during the twelve (12) month period immediately preceding the date the claim arose or from the effective date of this Agreement to the date the claim arose, whichever period is shorter.

Governing Law:

This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois, without regard to its principles of conflicts of law.

Dispute Resolution:

In the event of any dispute, claim, or controversy arising out of or relating to this Agreement, the parties shall first attempt in good faith to resolve such dispute through negotiations between executives of each party with authority to resolve the matter. If the parties are unable to resolve the dispute within thirty (30) days of the commencement of such negotiations, then the dispute shall be finally settled by binding arbitration administered by the American Arbitration Association in accordance with its Commercial Arbitration Rules. The arbitration shall be conducted in Chicago, Illinois, and judgment on the award rendered by the arbitrator(s) may be entered in any court having jurisdiction thereof. Each party shall bear its own costs and expenses in connection with such arbitration, and the parties shall share equally the fees and expenses of the arbitrator(s).

Rate Schedule

Description of Service: Provide Flowbird WebOffice web-based monitoring system wireless communication, support, and monitoring of pay stations.

Number of Terminals: Four (4) Flowbird multi-space parking terminals

Annual Cost: \$960 per terminal, per year

Total cost for all terminals for upcoming payment cycle = \$3,840

Execution of Agreement by:



Title:

Dominic Brooke, CEO

For:

Total Parking Solutions, LLC

and

Execution of Agreement by:

Courtney Sage

Title:

Interim Village Manager

For:

Village of Hanover Park

Date of Execution:

8-6-2026

Contact details for responsible party for processing payment:

Name: Ted Kaye

Title: Building Maintenance Supervisor

Email: tkaye@hpil.org

Phone number: 630-823-5707



Service & Maintenance Contract for
Parking Terminals
Village of Hanover Park

Commencement Date: June 1st 2026
Service Period: July 1st 2026 – June 30th 2029

Customer: Village of Hanover Park
2011 Lake St Hanover Park, IL 60133

Service Provided By: Total Parking Solutions, LLC.
2721 Curtiss Street
Downers Grove, IL 60515

Principle Objective:

Total Parking Solutions, LLC (“TPS”) is committed to providing the highest quality, professional service and maintenance in a timely manner to allow for minimal inconvenience to our customers. We provide active, daily, monitoring of customer terminals and will provide necessary repairs with minimal lead time (95% handled within 48 hours).

Contract type:

This contract shall provide for service and maintenance of Pay by Space terminals at the specified locations in the Village of Hanover Park (“Customer”) and defined as *Quarterly Preventative Maintenance including 100% Parts and Labor*.

***Contract does not cover damage to terminals or malfunction caused by vandalism, Acts of God, or owner/operator negligence.**

Preventative Maintenance:

Standard preventative maintenance inspections will be conducted quarterly and will include internal and external cleaning of all terminals covered by this contract. Inspection of all mechanical operations, calibration and lubrication of the terminals as per attached detailed list to ensure optimum operating capability.

TPS provides training to Customer at install of all new machines. This training allows for the customer to clear note, coin, card, or receipt paper jams, replace receipt paper and determine machine faults in reporting service issues to TPS service department. These types of repairs will be known as “First Line Maintenance”.

Service Calls:

Standard Rate when applicable \$ 150.00 per hour / 2 hour minimum

*Emergency service (including after-hours support, vandalism and similar support activities) will be billed as a portal-to-portal call out and are not subject to the pricing herein.

All payments due under this Agreement shall be made within compliance with the Illinois Prompt Payment Act.

Service Reporting and Technical Support:

service@totalparking.net or 630-241-1984 x102

TPS will guarantee that all parts provided being exchanged will be original manufacturer parts and no substitutions will be used.

Term of Contract:

The term of this Agreement is for 3 years. Either party may terminate the agreement with sixty days written notice of its intent to terminate. Any notice of termination must be in writing. This contract has an option to be renewed in 1-year increments after the original term expires.

Price Deviations:

Pricing for the services provided under this Agreement shall be as set forth on Exhibit A (the "Pricing Schedule"). Any deviations from the Pricing Schedule will be subject to agreement between both parties.

Limitation on Liability:

Notwithstanding anything to the contrary in this Agreement, the total aggregate liability of TPS arising out of or relating to this Agreement, whether in contract, tort, or otherwise, shall not exceed the total fees actually received by TPS from the other party under this Agreement during the twelve (12) month period immediately preceding the date the claim arose or from the effective date of this Agreement to the date the claim arose, whichever period is shorter.

Governing Law:

This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois, without regard to its principles of conflicts of law.

Dispute Resolution:

In the event of any dispute, claim, or controversy arising out of or relating to this Agreement, the parties shall first attempt in good faith to resolve such dispute through negotiations between executives of each party with authority to resolve the matter. If the parties are unable to resolve the dispute within sixty (60) days of the commencement of such negotiations, then the dispute shall be finally settled by binding arbitration administered by the American Arbitration Association in accordance with its Commercial Arbitration Rules. The arbitration shall be conducted in Chicago, Illinois, and judgment on the award rendered by the arbitrator(s) may be entered in any court having jurisdiction thereof. Each party shall bear its own costs and expenses in connection with such arbitration, and the parties shall share equally the fees and expenses of the arbitrator(s).

Execution of Agreement by:**Title:**

Dominic Brooke, CEO

For:

Total Parking Solutions, LLC

and

Execution of Agreement by:

Courtney Sage

Title:

Interim Village Manager

For:

Village of Hanover Park

Date of Execution:

8-6-2026

Contact details for responsible party for processing payment:

Name: Ted Kaye

Title: Building Maintenance Supervisor

Email: tkaye@hpil.org

Phone number: 630-823-5707

Exhibit A

Pricing Schedule

Rate Schedule

Description of Service: Quarterly preventative maintenance inspections including 100% parts and service. Service is not limited to any number of call outs over any time period that do not include first line maintenance issues as previously described under “Customer Responsibilities”.

Number of Terminals: Four (4) Flowbird multi-space parking terminals

Annual Cost: \$1,377 per terminal, per year

Total cost for all terminals for upcoming payment cycle = \$5,508

Contract price shall be adjusted annually in line with inflation as measured by the US Consumer Price Index. TPS may make additional pricing adjustments to account for relevant market factors, by providing at least 30 days notice before the billing date for the next calendar year.

PREVENTATIVE MAINTENANCE INSPECTION DETAIL

Total Parking Solutions will perform the following maintenance tasks during all preventive service and maintenance visits:

- Clean and inspect tension and connectivity of all cable connections
- Remove and clean coin validator
- Remove and clean bill acceptor and inspect belts and rollers for wear
- Remove and clean printer moving parts and thermal printing head
- Inspect and clean card reader read heads with alcohol impregnated pads
- Inspect receipt paper sensor and armature, adjust if necessary
- Electronic systems diagnostics check
- Conduct sensitivity check of the coin inlet sensor, adjust if necessary
- Check soundness of door gaskets / Check for any evidence of moisture entering the machine
- Conduct a general housekeeping interior housing of machine
- Clean exterior of cabinet and remove any unauthorized stickers or graffiti
- Test the charging voltage being received at the battery
- Inform customer of parts in need of replacement and replace parts



AGENDA MEMORANDUM

TO: Village President and Board of Trustees

FROM: Courtney Sage, Interim Village Manager
T. J. Moore, Director of Public Works
Jon Stelle, Village Engineer / Asst. Public Works Director

SUBJECT: Approval of a Design Engineering Services Agreement for the North Commuter Parking Lot Improvements Project with Spaceco, Inc

ACTION

REQUESTED: ☒ Approval ☐ Concurrence ☐ Discussion ☐ Information

RECOMMENDED FOR CONSENT AGENDA: ☒ Yes ☐ No

MEETING DATE: August 6, 2026

Executive Summary

Staff is requesting the Village President and Board of Trustees authorize the approval of the proposal from Spaceco, Inc. for design engineering services for the North Commuter Lot Improvements project in the amount of \$95,150.

Discussion

In 2025 and 2026, staff applied for and received grants from the State of Illinois (\$400,000) and Cook County (\$200,000) for accessibility improvements in the north commuter parking lot to provide improved access to the Metra Station. The project will improve pedestrian access, ADA compliance, drop-off and pick-up facilities, and create an overall more welcoming environment for those visiting the Metra station. Additionally, the Village has been working on the expansion of the Ontarioville Plaza with a connection to the Metra Station and south commuter parking lot. While the focus of the North Commuter Parking Lot Improvements will be on accessibility, the design elements of the projects south of the rail line will be incorporated into the improvements on the north side. The goal is to provide a uniform streetscape in the Village Center.

The Village has been working with the design team of Spaceco, Ciorba, and Lakota on the other Ontarioville projects and has been satisfied with their work. Staff requests that the proposal with Spaceco is approved for this project to maintain a consistent design throughout the Village Center. The scope over work includes design engineering and bid document preparation.

This project will utilize TIF #3 funds. The proposal for engineering services is for \$95,150. The FY2026 budget includes \$250,000 available for consultant services.

Agreement Name: Design Engineering Services for the North Metra Parking Lot Improvements

Executed By: Interim Village Manager

**Regular Board Meeting
August 6, 2026 Pg. 68**

Recommended Action

Motion to approve the proposal from Spaceco, Inc. to provide design engineering services in the amount of \$95,150 and authorize the Interim Village Manager to execute the necessary documents.

Attachments: Proposal

Budgeted Item:	☒ Yes	☐ No
Budgeted Amount:	\$250,000	
Actual Cost:	\$95,150	
Account Number:	33-20-2200-403-464	

☐ Minority Owned Business
☐ Woman Owned Business
☐ Veteran Owned Business
☐ LGBTQ+ Owned Business
☐ Disability Owned Business
☒ Not Applicable

July 22, 2026

Revised July 24, 2026**VIA EMAIL**

T.J. Moore
Director of Public Works
Village of Hanover Park
2141 Lake Street
Hanover Park, IL 60133
Ph: 630-823-5701

**RE: PROFESSIONAL ENGINEERING & SURVEYING SERVICES PROPOSAL
ACCESSIBILITY IMPROVEMENTS
NORTH METRA PARKING LOT
1975 W. LAKE STREET
HANOVER PARK, ILLINOIS
(SPACECO Project No. 10311.05)**

Dear T.J.:

In response to your request, SPACECO, Inc. and Ciorba Group are pleased to provide you with this proposal for professional engineering and surveying services related to the proposed north Metra parking lot accessibility improvements in Hanover Park, Illinois. The purpose of these services is to provide final engineering design, construction plans, and specifications for the grading, paving, drainage, and lighting/electrical aspects of the proposed development. The following describes our Understanding of the Assignment, Scope of Services, and Fee.

UNDERSTANDING OF THE ASSIGNMENT

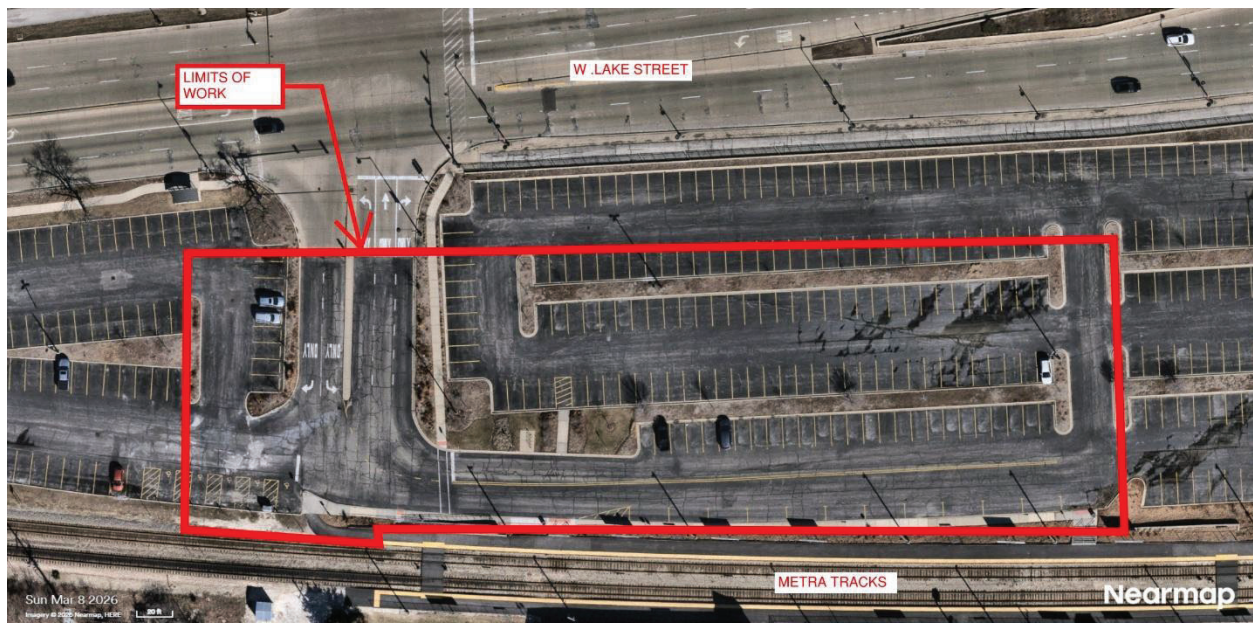
- The Village received grant money to construct accessibility improvements in the parking lot north of the Metra station and south of Lake Street. The improvements will include geometric improvements to the existing parking lot & drop-off area to improve ADA accessibility to the north Metra platform.
- A lighting and electrical design are required for the ADA improvement project. The scope for the project is not completely established, but will generally consist of:
 - Improvements to existing ADA ramps on the north side of the station.
 - Installation of streetscape elements on the north side of the station to carry over design elements from the proposed Future Metra Plaza that will be constructed in 2027.

- Proposed site lighting.
- Reducing the drive cross-section areas in front of the station to construct a drop off/pick up lane.

The proposed lighting and electrical will be owned and maintained by the Village and will not be connected to the existing Metra Building. It appears that the parking lot lighting is connected to an independent lighting controller.

- The approximate limits of work are shown in **Exhibit A**.

Exhibit A



THE SITE

- The site is currently a Metra parking lot.
- The site is in Cook County and is in the service area of the MWRDGC.

THE WORK

We will prepare the following for the on-site grading, paving, utility service and drainage aspects of the proposed development:

- Topographic Survey
- Final Geometry
- Final Engineering
- ~~MWRDGC WMO permitting (If required)~~
- Metra Permitting

- Lighting w/ Photometrics (Ciorba)
- Electrical Plans & Details (Ciorba)
- Bidding Assistance

SPACECO is also available to perform construction observation, layout staking, and record drawings, for which the scope and fees can be agreed upon later.

ASSUMPTIONS

In preparing this proposal, we have attempted to provide you with a complete package of the engineering services anticipated at this point in time. In doing so, we have made some assumptions, based on the available information, which will need to be verified during the engineering process. If any findings differ from these assumptions, additional design may be needed, which will be considered in a separate agreement for services after the limits of work are clarified.

- **There will be no work in the W. Lake Street (U.S. 20) R.O.W. Therefore, an IDOT permit will not be required.**
- **There will be no modifications to the existing concrete ADA ramps with railings or concrete stairs located between the Metra platform and the parking lot.**
- **No new water or sanitary service lines are required as part of this work scope.**
- ~~The project disturbed development area is unknown at the time of this proposal. If the overall proposed disturbed project area is below the MWRD development area threshold of 0.50 acres, then an MWRD permit will not be required. However, an MWRD permit determination letter will be submitted for verification and record. We have included an "If necessary" MWRDGC WMO permitting task if the project development area is 0.50 acres or greater.~~
- Construction administration services and construction layout staking services are not included in this agreement and will be included in a supplemental agreement.
- The site was never used for storage of hazardous materials.
- The utilities to be used have adequate capacity and are immediately adjacent to the parcel.
- The sewers will flow by gravity with no lift stations.

- There will be no encroachment into the 100-year floodplain.
- A drainage study and design for any drainage identified as located outside of the project area is not included.
- No improvements to the Metra Station building and platform are included in the project.
- The existing parking lot lighting appears to be connected to a lighting controller located approximately 800 feet west of the north entrance to the Metra Station.
- A new lighting controller will be required to power the proposed lighting and electrical elements given the distance between the improvement area and the existing lighting controller.
- The roadway lighting along Lake Street will not be impacted by the improvements.
- The luminaire used in Ontarioville Phase I and Phase II project has a U0 BUG rating and is NightSky friendly. This luminaire meets Metra's requirements for luminaires located adjacent to their rail lines.

PROVIDED BY OTHERS

- Final Site Plan provided to Spaceco in CAD Format (by The Lakota Group)
- Landscape Plans, Specifications, Tree Inventory & Preservation (by The Lakota Group)
- Irrigation Plans, Details, and Specifications (by The Lakota Group)
- Hardscape Layout Design, Details, and Specifications (by The Lakota Group)
- Easement Negotiations/Acquisition, If Necessary, (by Hanover Park)
- Dry Utility Service Coordination
- Permitting (Except As Noted)
- Environmental Assessments, Mitigation, or Clean-Up
- Traffic Analysis
- Geotechnical Reports
- CCDD Reporting

SCOPE OF BASIC SERVICES

TASK 1 – TOPOGRAPHIC SURVEY : A topographic survey will be prepared in conjunction of a proposed engineering design for the Metra Property parcel. This topographic survey is necessary to establish elevation contours (one-foot interval) on the subject property and up to 25 feet off-site. This also includes picking up the location and elevation of immediately adjacent existing infrastructure that serves the subject project. In areas of

dense vegetation, tree lines will be shown. Locations and sizes of existing trees larger than 6 inches will be depicted on the survey; species & condition to be determined by others. The survey for the adjacent rights-of-way of W Lake Street will be included to the near curb line. It is assumed that the site is clear for line-of-sight. It is assumed that the paved areas are free and clear of debris. A J.U.L.I.E. utility locate will need to be ordered by the Owner prior to commencement of the survey.

TASK 2 - FINAL GEOMETRY: Based on the site plan provided by Lakota, we will prepare the final geometry for the project for use by Lakota and Ciorba in their respective final construction documents.

~~**TASK 3 - MWRD PERMIT DETERMINATION LETTER: This task will consist of the permit determination letter submittal to the MWRD. Exhibits of the scope of work will be prepared to accompany the letter.**~~

TASK 4- FINAL ENGINEERING: This task will consist of the preparation of the construction design documents for submittal to the municipality and permit applications to the regulatory agencies that govern the work.

Preparation of Plan Drawings: The plan drawings will include the final design drawings, technical specifications, and other documentation for the final design of on-site engineering improvements. The plans will be in English units of measurement. This work will include; plan notes, typical sections, cross-sections, geometric plan, water service, storm sewers, paving, grading, erosion control, details, pavement marking/signing, and earthwork calculations.

Construction specifications will be shown on the drawings for storm sewer, sanitary sewer, watermain, pavement and grading. We will reference the "Standard Specifications for Road and Bridge Construction", current edition, by the Illinois Department of Transportation, and the latest edition of the "Standard Specifications for Water and Sewer Main Construction in Illinois". SPACECO, Inc.'s preparation of the specifications shall not be construed to relieve the Contractor in any way from his sole responsibility for the quality and workmanship of the work and for strict compliance with the permitted plans and specifications.

Soil Erosion and Sediment Control Plan: We will prepare a Soil Erosion and Sediment Control Plan for inclusion into the Final Engineering Plans. We will also file with the Illinois Environmental Protection Agency (IEPA) a National Pollutant Discharge Elimination Systems (NPDES) Notice of Intent (NOI) form for the grading activities. The plan will include the appropriate notes, details, and specifications that are the anticipated minimum initial controls and measures that will be required during the duration of construction activities until the site is stabilized and the Notice of Termination (NOT) form is filed. This plan is an integral component of the Storm Water Pollution Prevention Plan (SWPPP) that the IEPA requires as part of the NPDES NOI filing. We assume that the Client is familiar with the requirements of the IEPA NPDES and SWPPP programs and that

you will be undertaking the required reporting, monitoring, and maintenance aspects of the programs. If requested, SPACECO, Inc. can provide the required reporting and monitoring work under a separate agreement of services.

SPACECO is not responsible for implementation of the Storm Water Pollution Prevention Plan (SWPPP), including maintenance and/or repair of soil erosion and sediment control measures, for compliance with the General NPDES Permit for Storm Water Discharges from Construction Site Activities.

Permit Applications: We will prepare the permit application to the Illinois Environmental Protection Agency for a Notice of Intent (NOI) for mass-grading purposes. Permit application fees are not included in our fee. This does not warrant that such approval will be obtained.

~~**TASK 5 – MWRDGC WMO PERMITTING (IF REQUIRED): This task will consist of the application for submittal to the MWRDGC for a WMO permit. Permit application fees are not included in our fee. This does not warrant that such approval shall be obtained. During the permit review process, follow-up information, submittals, and documentation are anticipated.**~~

TASK 6 – METRA PERMITTING: This task will consist of the preparation of the design documents for submittal to METRA for the proposed improvements within the railroad right-of-way. This does not warrant that such approval shall be obtained. This task will be billed at an hourly rate on a Time and Materials basis.

LIGHTING/ELECTRICAL (CIORBA GROUP)

TASK 7 – MEETINGS, DATA COLLECTION & COORDINATION (CIORBA GROUP):

Ciorba will attend a kickoff meeting with Village Staff and Design Team (consisting of SPACECO and Lakota Group) to discuss project objectives, lighting and electrical components, design requirements, and schedule. Ciorba will also collect available drawings for the parking lot for use in the design.

Additional meetings included in this task are:

- Two virtual progress meetings with the Design Team
- One in-person meeting with Village Staff and the Design Team to discuss Preliminary Design Review
- One in-person meeting with Village Staff and the Design Team to discuss Pre-final Design Review
- One site visit to confirm existing conditions and lighting within the project limits
- One site meeting with Com Ed to discuss electrical services for the proposed lighting controller

TASK 8 – PRELIMINARY PHOTOMETRIC CALCULATION SUBMITTAL (CIORBA GROUP):

Based on information collected under Task 9, lighting calculations will be performed in accordance with Illuminating Engineering Society (IES) Recommended Practices: Lighting Exterior Applications (RP-43-22) Roadway and IES Recommended Practice: Lighting Roadway and Parking Facilities (RP-8-25).

Photometric calculations will be performed using AGI32 lighting calculation software for the following:

- Proposed landscape area
- Existing Parking Lot
- Lighting levels along the back edge of the Platform*

**This calculation will be performed to confirm that proposed lighting will not negatively impact the existing platform lighting*

Photometric calculations will be performed based on the luminaires and bollards modeled under Phase I.

A preliminary lighting design report will be prepared and will include the following information:

- Project narrative
- Project design criteria
- Photometric design forms and calculations
- Lighting layout plans
- Luminaire catalog cut information

TASK 9 – PRE-FINAL LIGHTING DESIGN SUBMITTAL (CIORBA GROUP):

Upon the approval of the preliminary design submittal by the Village, a lighting design will be performed. The lighting design submittal will include lighting plans, detail drawings, specifications, and engineer's opinion of construction cost (EOPCC). Lighting plans will provide locations of lighting elements, sources of electrical power, lighting controller cabinet, and conduit/cable routing and sizes. Detail drawings will include lighting details, lighting controller cabinet details, basic lighting controls, electric service details, handhole wiring diagrams, concrete foundations, handhole, conduit installation, and electrical connections for other design elements. Specifications will be prepared based on IDOT Standard Specifications and pay coded items. Voltage drop calculations will be performed and be available upon request.

TASK 10 – FINAL LIGHTING DESIGN SUBMITTAL (CIORBA GROUP):

Upon receiving comments from the Village, Ciorba will revise the lighting plans, specifications, EOPCC and provide a written disposition of review comments. The revised lighting design package will be provided to SPACECO to be submitted to the Village for final review.

TASK 11- QC/QA (CIORBA GROUP):

Ciorba will perform internal quality control/quality assurance in accordance with the

company's QA/QC procedures.

TASK 12- PROJECT MANAGEMENT & ADMINISTRATION (CIORBA GROUP):

Work associated with project oversight, project progress reports, and updating the schedule will be performed under this task.

TASK 13- BIDDING ASSISTANCE: We will provide construction contract and bidding assistance based on a bid package. We will provide bid documents with quantity sheets to the Village of Hanover Park to be publicly bid by the Village. Spaceco is not responsible for contractor negotiations or awarding contracts. This task will be billed at an hourly rate on a Time and Materials basis.

TASK 14- CONSULTATION/MEETINGS/CONFERENCE CALL: We will provide consultation including attendance at group meetings or conference calls with the Client, municipal staff, governmental agencies and utility companies to properly advise the Client of the engineering concerns. This task will be billed at an hourly rate on a Time and Materials basis.

SUPPLEMENTAL SERVICES

Normal and customary engineering and surveying services do not include service in respect to the following categories of work which are usually referred to as Supplemental Services. If the Client shall so advise SPACECO, Inc., we shall perform or obtain from others such services. SPACECO, Inc. will be paid on an hourly basis or based on subsequent proposal/contract agreements, at the option of Client. Additional Supplemental Services for the project include, but are not limited to the following:

- Services due to major changes in the general scope of the project.
- Revising studies, reports, and design documents which the Client, the municipality, and/or other governmental agencies have previously approved.
- Providing Engineering Design and Construction Services for:
 - Unusual or unanticipated improvements.
 - Additional off-site improvements requested by the Client or governmental agencies.
 - Improvements necessary to the project development beyond those being included under Basic Services herein.
 - Plat of Easement / Grant of Easement
 - Structural Engineering.
 - Retaining walls over three feet in height.
 - NPDES/Erosion Control Report.
 - Traffic impact studies, capacity analyses, warrant studies, intersection design studies, construction documents for any traffic control devices (signals, etc.).
- Meetings with the Client, Contractor(s), the municipal staff, or others during the

course of design or construction not included under Basic Services.

- Providing construction observation in support of the engineering plans. Visiting the site for preparing punchlists, reductions of Letter of Credit or for comparing the Contractor's invoices against the approved final design plans and the Engineer's quantity take-offs.
- Giving testimony as an expert witness for the Client in litigation or other court proceedings involving this project.
- Environmental assessments, geotechnical investigations.
- Preparation of any plats (ALTA Surveys, etc.) or documents not explicitly identified under Basic Services.
- Field construction staking.
- Record drawings.
- Photocopying and final printing. Reimbursable expenses including messenger, overnight delivery services, facsimile, photography, postage, mileage, tolls and mounting drawings.

FEES

	<u>Amount</u>
Task 1 – Topographic Survey	\$9,500 Lump Sum
Task 2– Final Geometry	\$3,000 Lump Sum
Task 3 – MWRDGC Permit Determination Letter	\$1,500 Lump Sum
Task 4– Final Engineering	\$21,500 Lump Sum
Task 5 – MWRDGC WMO Permitting (If Required)	\$6,000 Lump Sum
Task 6– METRA Permitting	Hourly, Budget \$4,500
Sub-Total Tasks 1-6	\$38,500
Task 7– Meetings, Data Collection & Coordination (Ciorba Group)	\$9,550 Lump Sum
Task 8– Preliminary Photometric Calculation Submittal (Ciorba Group)	\$9,300 Lump Sum
Task 9–Pre-Final Lighting Design Submittal (Ciorba Group)	\$16,500 Lump Sum
Task 10 – Final Design Submittal (Ciorba Group)	\$6,950 Lump Sum
Task 11- QC/QA (Ciorba Group)	\$2,350 Lump Sum
Task 12-Project Management & Administration (Ciorba)	\$2,250 Lump Sum
Sub-Total Tasks 7-12	\$46,900 Lump Sum
Task 13- Bidding Assistance	Hourly, Budget \$4,500*
Task 14- Consultation/Meetings/Conference Calls	Hourly, Budget \$4,500*
Sub-Total Tasks 13-14	Hourly, Budget \$9,000
Reimbursable Expenses	Cost +10%, Budget \$750*
Contract Total:	\$95,150*

*Assumes Tasks 6,13,14 and reimbursable expenses are billed at the budgeted amounts.

Our services will be invoiced monthly on a percent complete basis. Payments are due within thirty days after invoicing.

Work identified as payable on an hourly basis will be billed to you at the rates specified on the enclosed Schedule of Charges for Professional Services. We will establish our contract in accordance with the enclosed General Terms and Conditions, which are expressly incorporated into and are an integral part of this contract for professional services. If you wish to discuss the terms, conditions and provisions of this agreement, I would be pleased to do so at your earliest convenience. We reserve the right to increase our fees by 5% on each annual anniversary of this Agreement. All reproductions and delivery services will be billed to the Client on a cost plus 10% basis.

If this proposal meets with your approval, please sign and return to us for our files.

Sincerely,

SPACECO, Inc.



James Kapustiak, P.E., P.L.S.
Senior Project Manager

c: R. Stawik, J. Leskovisek - SPACECO, Inc.
Ciorba Group **(Tasks 7 - 12)**
File Copy

ACCEPTED FOR: _____

BY: Courtney Sage

Interim Village Manager

TITLE: _____

DATE: 8-6-2026

N:\Projects\10311\DOCS\WORD\PRP.10311.05.JCK.071726.docx

JANUARY 01, 2026

Standard Charges for Professional Services

Hourly Rate

Principal	\$405.00
Vice President	\$330.00
Senior Project Manager	\$220.00
Senior Design Engineer	\$215.00
Senior Project Designer	\$190.00
Project Manager	\$205.00
Project Engineer	\$190.00
Design Engineer	\$160.00
Intern	\$80.00
Construction Department Manager	\$220.00
Construction Engineer II	\$160.00
Construction Engineer I	\$130.00
CAD Manager	\$180.00
CAD Technician II	\$175.00
CAD Technician I	\$155.00
Survey Department Manager	\$250.00
Survey Group Manager	\$210.00
Survey Manager	\$190.00
Project Surveyor	\$180.00
Land Surveyor Technician	\$155.00
One Man Survey Crew	\$170.00
Two Man Survey Crew	\$280.00
Three Man Survey Crew	\$390.00
Hydrographic Boat with Equipment	\$550.00/Day
Administrative Assistant	\$105.00

Reimbursable Expenses

Fax	\$0.50/page
Outside copy service, messenger, overnight delivery, photos	Cost + 10%
Mileage	\$0.67/mile
Electronic Transfer	\$40.00
Drone	\$200/day
GPS Unit	\$150.00/day

Spaceco reserves the right to increase these rates and costs by 5% after December 31, 2026.

Rosemont

P:(847) 696-4060

9575 W. Higgins Rd, Suite 700
Rosemont, IL 60018

SPACECO, INC.
GENERAL TERMS AND CONDITIONS

1. Relationship Between Engineer and Client: SPACECO, Inc. (Engineer) shall serve as Client's professional engineer consultant in those phases of the Project to which this Agreement applies. This relationship is that of a buyer and seller of professional services and as such the Engineer is an independent contractor in the performance of this Agreement and it is understood that the parties have not entered into any joint venture or partnership with the other. The Engineer shall not be considered to be the agent of the Client. Nothing contained in this Agreement shall create a contractual relationship with a cause of action in favor of a third party against either the Client or Engineer.

Furthermore, causes of action between the parties to this Agreement pertaining to acts or failure to act shall be deemed to have accrued and the applicable statute of limitations shall commence to run not later than the date of substantial completion.

2. Responsibility of the Engineer: Engineer will strive to perform services under this Agreement in accordance with generally accepted and currently recognized engineering practices and principles, and in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions. No other representation, express or implied, and no warranty or guarantee is included or intended in this Agreement, or in any report, opinion, document, or otherwise.

Notwithstanding anything to the contrary which may be contained in this Agreement or any other material incorporated herein by reference, or in any Agreement between the Client and any other party concerning the Project, the Engineer shall not have control or be in charge of and shall not be responsible for the means, methods, techniques, sequences or procedures of construction, or the safety, safety precautions or programs of the Client, the construction contractor, other contractors or subcontractors performing any of the work or providing any of the services on the Project. Nor shall the Engineer be responsible for the acts or omissions of the Client, or for the failure of the Client, any architect, engineer, consultant, contractor or subcontractor to carry out their respective responsibilities in accordance with the Project documents, this Agreement or any other agreement concerning the Project. Any provision which purports to amend this provision shall be without effect unless it contains a reference that the content of this condition is expressly amended for the purposes described in such amendment and is signed by the Engineer.

3. Changes: Client reserves the right by written change order or amendment to make changes in requirements, amount of work, or engineering time schedule adjustments, and Engineer and Client shall negotiate appropriate adjustments acceptable to both parties to accommodate any changes, if commercially possible.
4. Suspension of Services: Client may, at any time, by written order to Engineer (Suspension of Services Order) require Engineer to stop all, or any part, of the services required by this Agreement. Upon receipt of such an order, Engineer shall immediately comply with its terms and take all reasonable steps to minimize the costs associated with the services affected by such order. Client, however, shall pay all costs incurred by the suspension, including all costs necessary to maintain continuity and for the resumptions of the services upon expiration of the Suspension of Services Order. Engineer will not be obligated to provide the same personnel employed prior to suspension, when the services are resumed, in the event that the period of suspension is greater than thirty (30) days.
5. Termination: This Agreement may be terminated by either party upon thirty (30) days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. This Agreement may be terminated by Client, under the same terms, whenever Client shall determine that termination is in its best interests. Cost of termination, including salaries, overhead and fee, incurred by Engineer either before or after the termination date shall be reimbursed by Client.
6. Documents Delivered to Client: Drawings, specifications, reports, and any other Project Documents prepared by Engineer in connection with any or all of the services furnished hereunder shall be delivered to the Client for the use of the Client. Engineer shall have the right to retain originals of all Project Documents and drawings for its files. Furthermore, it is understood and agreed that the Project Documents such as, but not limited to reports, calculations, drawings, and specifications prepared for the Project, whether in hard copy or machine readable form, are instruments of professional service intended for one-time use in the construction of this Project. These Project Documents are and shall remain the property of the Engineer. The Client may retain copies, including copies stored on magnetic tape or disk, for information and reference in connection with the occupancy and use of the Project.

It is also understood and agreed that because of the possibility that information and data delivered in machine readable form may be altered, whether inadvertently or otherwise, the Engineer reserves the right to retain the original tapes/disks and to remove from copies provided to the Client all identification reflecting the involvement of the Engineer in their preparation. The Engineer also reserves the right to retain hard copy originals of all Project Documentation delivered to the Client in machine readable form, which originals shall be referred to and shall govern in the event of any inconsistency between the two.

The Client understands that the automated conversion of information and data from the system and format used by the Engineer to an alternate system or format cannot be accomplished without the introduction of inexactitudes, anomalies, and errors. In the event Project Documentation provided to the Client in machine readable form is so converted, the Client agrees to assume all risks associated therewith and, to the fullest extent permitted by law, to hold harmless and indemnify the Engineer from and against all claims, liabilities, losses, damages, and costs, including but not limited to attorney's fees, arising therefrom or in connection therewith.

The Client recognizes that changes or modifications to the Engineer's instruments of professional service introduced by anyone other than the Engineer may result in adverse consequences which the Engineer can neither predict nor control. Therefore, and in consideration of the Engineer's agreement to deliver its instruments of professional service in machine readable form, the Client agrees, to the fullest extent permitted by law, to hold harmless and indemnify the Engineer from and against all claims, liabilities, losses, damages, and costs, including but not limited to attorney's fees, arising out of or in any way connected with the modification, misinterpretation, misuse, or reuse by others of the machine readable information and data provided by the Engineer under this Agreement. The foregoing indemnification applies, without limitation, to any use of the Project Documentation on other projects, for additions to this Project, or for completion of this Project by others, excepting only such use as may be authorized, in writing, by the Engineer.

7. Reuse of Documents: All Project Documents including but not limited to reports, opinions of probable costs, drawings and specifications furnished by Engineer pursuant to this Agreement are intended for use on the Project only. They cannot be used by Client or others on extensions of the Project or any other project. Any reuse, without specific written verification or adaptation by Engineer, shall be at Client's sole risk, and Client shall indemnify and hold harmless Engineer from all claims, damages, losses, and expenses including attorney's fees arising out of or resulting therefrom.

The Engineer shall have the right to include representations of the design of the Project, including photographs of the exterior and interior, among the Engineer's promotional and professional materials. The Engineer's materials shall not include the Client's confidential and proprietary information if the Client has previously advised the Engineer in writing of the specific information considered by the Client to be confidential and proprietary.

8. Standard of Practice: The Engineer will strive to conduct services under this agreement in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions as of the date of this Agreement.
9. Compliance With Laws: The Engineer will strive to exercise usual and customary professional care in his/her efforts to comply with those laws, codes, ordinance and regulations which are in effect as of the date of this Agreement.

With specific respect to prescribed requirements of the Americans with Disabilities Act of 1990 or certified state or local accessibility regulations (ADA), Client understands ADA is a civil rights legislation and that interpretation of ADA is a legal issue and not a design issue and, accordingly, retention of legal counsel (by Client) for purposes of interpretation is advisable. As such and with respect to ADA, Client agrees to waive any action against Engineer, and to indemnify and defend Engineer against any claim arising from Engineer's alleged failure to meet ADA requirements prescribed.

Further to the law and code compliance, the Client understands that the Engineer will strive to provide designs in accordance with the prevailing Standards of Practice as previously set forth, but that the Engineer does not warrant that any reviewing agency having jurisdiction will not for its own purposes comment, request changes and/or additions to such designs. In the event such design requests are made by a reviewing agency, but which do not exist in the form of a written regulation, ordinance or other similar document as published by the reviewing agency, then such design changes (at substantial variance from the intended design developed by the Engineer), if effected and incorporated into the project documents by the Engineer, shall be considered as Supplementary Task(s) to the Engineer's Scope of Service and compensated for accordingly.

10. Indemnification: Engineer shall indemnify and hold harmless Client up to the amount of this contract fee (for services) from loss or expense, including reasonable attorney's fees for claims for personal injury (including death) or property damage arising out of the sole negligent act, error or omission of Engineer.

Client shall indemnify and hold harmless Engineer under this Agreement, from loss or expense, including reasonable attorney's fees, for claims for personal injuries (including death) or property damage arising out of the sole negligent act, error omission of Client.

In the event of joint or concurrent negligence of Engineer and Client, each shall bear that portion of the loss or expense that its share of the joint or concurrent negligence bears to the total negligence (including that of third parties) which caused the personal injury or property damage.

Engineer shall not be liable for special, incidental or consequential damages, including, but not limited to loss of profits, revenue, use of capital, claims of customers, cost of purchased or replacement power, or for any other loss of any nature, whether based on contract, tort, negligence, strict liability or otherwise, by reasons of the services rendered under this Agreement.

11. Opinions of Probable Cost: Since Engineer has no control over the cost of labor, materials or equipment, or over the Contractor(s) method of determining process, or over competitive bidding or market conditions, his/her opinions of probable Project Construction Cost provided for herein are to be made on the basis of his/her experience and qualifications and represent his/her judgment as a design professional familiar with the construction industry, but Engineer cannot and does not guarantee that proposal, bids or the Construction Cost will not vary from opinions of probable construction cost prepared by him/her. If prior to the Bidding or Negotiating Phase, Client wishes greater accuracy as to the Construction Cost, the Client shall employ an independent cost estimator Consultant for the purpose of obtaining a second construction cost opinion independent from Engineer.
12. Governing Law: This Agreement shall be governed by and construed in accordance with Articles previously set forth by (Item 9 of) this Agreement, together with the laws of the State of Illinois. Claims, disputes or other matters in questions between the parties to this Agreement arising out of or relating to this Agreement or breach thereof, shall be subject to and decided by arbitration in accordance with the construction industry arbitration rules of the American Arbitration Association currently in effect, but only in the case where a mutual resolution cannot be reached.
13. Successors and Assigns: The terms of this Agreement shall be binding upon and inure to the benefit of the parties and their respective successors and assigns: provided, however, that neither party shall assign this Agreement in whole or in part without the prior written approval of the other.
14. Waiver of Contract Breach: The waiver of one party of any breach of this Agreement or the failure of one party to enforce at any time, or for any period of time, any of the provisions hereof, shall be limited to the particular instance, shall not operate or be deemed to waive any future breaches of this Agreement and shall not be construed to be a waiver of any provision, except for the particular instance.
15. Entire Understanding of Agreement: This Agreement represents and incorporates the entire understanding of the parties hereto, and each party acknowledges that there are no warranties, representations, covenants or understandings of any kind, matter or description whatsoever, made by either party to the other except as expressly set forth herein. Client and the Engineer hereby agree that any purchase orders, invoices, confirmations, acknowledgments or other similar documents executed or delivered with respect to the subject matter hereof that conflict with the terms of the Agreement shall be null, void and without effect to the extent they conflict with the terms of this Agreement.
16. Amendment: This Agreement shall not be subject to amendment unless another instrument is duly executed by duly authorized representatives of each of the parties and entitled "Amendment of Agreement".
17. Severability of Invalid Provisions: If any provision of the Agreement shall be held to contravene or to be invalid under the laws of any particular state, county or jurisdiction where used, such contravention shall not invalidate the entire Agreement, but it shall be construed as if not containing the particular provisions held to be invalid in the particular state, country or jurisdiction and the rights or obligations of the parties hereto shall be construed and enforced accordingly.
18. Force Majeure: Neither Client nor Engineer shall be liable for any fault or delay caused by any contingency beyond their control including but not limited to acts of God, wars, strikes, walkouts, fires, natural calamities, or demands or requirements of governmental agencies.
19. Subcontracts: Engineer may subcontract portions of the work, but each subcontractor must be approved by Client in writing.
20. Access and Permits: Client shall arrange for Engineer to enter upon public and private property and obtain all necessary approvals and permits required from all governmental authorities having jurisdiction over the Project. Client shall pay costs (including Engineer's employee salaries, overhead and fee) incident to any effort by Engineer toward assisting Client in such access, permits or approvals, if Engineer perform such services.
21. Designation of Authorized Representative: Each party (to this Agreement) shall designate one or more persons to act with authority in its behalf in respect to appropriate aspects of the Project. The persons designated shall review and respond promptly to all communications received from the other party.

22. Notices: Any notice or designation required to be given to either party hereto shall be in writing, and unless receipt of such notice is expressly required by the terms hereof shall be deemed to be effectively served when deposited in the mail with sufficient first class postage affixed, and addressed to the party to whom such notice is directed at such party's place of business or such other address as either party shall hereafter furnish to the other party by written notice as herein provided.
23. Limit of Liability: The Client and the Engineer have discussed the risks, rewards, and benefits of the project and the Engineer's total fee for services. In recognition of the relative risks and benefits of the Project to both the Client and the Engineer, the risks have been allocated such that the Client agrees that to the fullest extent permitted by law, the Engineer's total aggregate liability to the Client for any and all injuries, claims, costs, losses, expenses, damages of any nature whatsoever or claim expenses arising out of this Agreement from any cause or causes, including attorney's fees and costs, and expert witness fees and costs, shall not exceed the total Engineer's fee for professional engineering services rendered on this project as made part of this Agreement. Such causes included but are not limited to the Engineer's negligence, errors, omissions, strict liability or breach of contract. It is intended that this limitation apply to any and all liability or cause of action however alleged or arising, unless otherwise prohibited by law.
24. Client's Responsibilities: The Client agrees to provide full information regarding requirements for and about the Project, including a program which shall set forth the Client's objectives, schedule, constraints, criteria, special equipment, systems and site requirements.

The Client agrees to furnish and pay for all legal, accounting and insurance counseling services as may be necessary at any time for the Project, including auditing services which the Client may require to verify the Contractor's Application for Payment or to ascertain how or for what purpose the Contractor has used the money paid by or on behalf of the Client.

The Client agrees to require the Contractor, to the fullest extent permitted by law, to indemnify, hold harmless, and defend the Engineer, its consultants, and the employees and agents of any of them from and against any and all claims, suits, demands, liabilities, losses, damages, and costs ("Losses"), including but not limited to costs of defense, arising in whole or in part out of the negligence of the Contractor, its subcontractors, the officers, employees, agents, and subcontractors of any of them, or anyone for whose acts any of them may be liable, regardless of whether or not such Losses are caused in part by a party indemnified hereunder. Specifically excluded from the foregoing are Losses arising out of the preparation or approval of maps, drawings, opinions, reports, surveys, change orders, designs, or specifications, and the giving of or failure to give directions by the Engineer, its consultants, and the agents and employees of any of them, provided such giving or failure to give is the primary cause of Loss.

The Client further agrees to require the Contractor to name the Engineer, its agents and consultants on the Contractor's policy or policies of comprehensive or commercial general liability insurance. Such insurance shall include products and completed operations and contractual liability coverages, shall be primary and noncontributing with any insurance maintained by the Engineer or its agents and consultants, and shall provide that the Engineer be given thirty days, unqualified written notice prior to any cancellation thereof.

In the event the foregoing requirements, or any of them, are not established by the Client and met by the Contractor, the Client agrees to indemnify and hold harmless the Engineer, its employees, agents, and consultants from and against any and all Losses which would have been indemnified and insured against by the Contractor, but were not.

When Contract Documents prepared under the Scope of Services of this contract require insurance(s) to be provided, obtained and/or otherwise maintained by the Contractor, the Client agrees to be wholly responsible for setting forth any and all such insurance requirements. Furthermore, any document provided for Client review by the Engineer under this Contract related to such insurance(s) shall be considered as sample insurance requirements and not the recommendation of the Engineer. Client agrees to have their own risk management department review any and all insurance requirements for adequacy and to determine specific types of insurance(s) required for the project. Client further agrees that decisions concerning types and amounts of insurance are specific to the project and shall be the product of the Client. As such, any and all insurance requirements made part of Contract Documents prepared by the Engineer are not to be considered the Engineer's recommendation, and the Client shall make the final decision regarding insurance requirements.

25. Information Provided by Others: The Engineer shall indicate to the Client the information needed for rendering of the services of this Agreement. The Client shall provide to the Engineer such information as is available to the Client and the Client's consultants and contractors, and the Engineer shall be entitled to rely upon the accuracy and completeness thereof. The Client recognizes that it is impossible for the Engineer to assure the accuracy, completeness and sufficiency of such information, either because it is impossible to verify, or because of errors or omissions which may have occurred in assembling the information the Client is providing. Accordingly, the Client agrees, to the fullest extent permitted by law, to indemnify and hold the Engineer and the Engineer's subconsultants harmless from any claim, liability or cost (including reasonable attorneys' fees and cost of defense) for injury or loss arising or allegedly arising from errors, omissions or inaccuracies in documents or other information provided by the Client to the Engineer.

26. **Payment:** Client shall be invoiced once each month for work performed during the preceding period. Client agrees to pay each invoice within thirty (30) days of its receipt. The Client further agrees to pay interest on all amounts invoiced and not paid or objected to for valid cause within said thirty (30) day period at the rate of eighteen (18) percent per annum (or the maximum interest rate permitted under applicable law, whichever is the lesser) until paid. Client further agrees to pay Engineer's cost of collection of all amounts due and unpaid after sixty (60) days, including court costs and reasonable attorney's fees, as well as costs attributed to suspension of services accordingly and as follows:

Collection Costs. In the event legal action is necessary to enforce the payment provisions of this Agreement, the Engineer shall be entitled to collect from the Client any judgment or settlement sums due, reasonable attorneys' fees, court costs and expenses incurred by the Engineer in connection therewith and, in addition, the reasonable value of the Engineer's time and expenses spent in connection with such collection action, computed at the Engineer's prevailing fee schedule and expense policies.

Suspension of Services. If the Client fails to make payments when due or otherwise is in breach of this Agreement, the Engineer may suspend performance of services upon five (5) calendar days' notice to the Client. The Engineer shall have no liability whatsoever to the Client for any costs or damages as a result of such suspension caused by any breach of this Agreement by the Client. Client will reimburse Engineer for all associated costs as previously set forth in (Item 4 of) this Agreement.

27. When construction observation tasks are part of the service to be performed by the Engineer under this Agreement, the Client will include the following clause in the construction contract documents and Client agrees not to modify or delete it:

Kotecki Waiver. Contractor (and any subcontractor into whose subcontract this clause is incorporated) agrees to assume the entire liability for all personal injury claims suffered by its own employees, including without limitation claims under the **Illinois** Structural Work Act, asserted by persons allegedly injured on the Project; waives any limitation of liability defense based upon the Worker's Compensation Act, court interpretations of said Act or otherwise; and agrees to indemnify and defend Owner and Engineer and their agents, employees and consultants (the "Indemnitees") from and against all such loss, expense, damage or injury, including reasonable attorneys' fees, that the Indemnitees may sustain as a result of such claims, except to the extent that **Illinois** law prohibits indemnity for the Indemnitees' own negligence. The Owner and Engineer are designated and recognized as explicit third-party beneficiaries of the Kotecki Waiver within the general contract and all subcontractors entered into in furtherance of the general contract.

28. **Jobsite Safety/Supervision & Construction Observation:** The Engineer shall neither have control over or charge of, nor be responsible for, the construction means, methods, techniques, sequences of procedures, or for safety precautions and programs in connection with the Work since they are solely the Contractor's rights and responsibilities. The Client agrees that the Contractor shall supervise and direct the work efficiently with his/her best skill and attention; and that the Contractor shall be solely responsible for the means, methods, techniques, sequences and procedures of construction and safety at the job site. The Client agrees and warrants that this intent shall be carried out in the Client's contract with the Contractor. The Client further agrees that the Contractor shall be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the work; and that the Contractor shall take all necessary precautions for the safety of, and shall provide the necessary protection to prevent damage, injury or loss to all employees on the subject site and all other persons who may be affected thereby. The Engineer shall have no authority to stop the work of the Contractor or the work of any subcontractor on the project.

When construction observation services are included in the Scope of Services, the Engineer shall visit the site at intervals appropriate to the stage of the Contractor's operation, or as otherwise agreed to by the Client and the Engineer to: 1) become generally familiar with and to keep the Client informed about the progress and quality of the Work; 2) to strive to bring to the Client's attention defects and deficiencies in the Work and; 3) to determine in general if the Work is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. However, the Engineer shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. If the Client desires more extensive project observation, the Client shall request that such services be provided by the Engineer as Additional and Supplemental Construction Observation Services in accordance with the terms of this Agreement.

The Engineer shall not be responsible for any acts or omissions of the Contractor, subcontractor, any entity performing any portions of the Work, or any agents or employees of any of them. The Engineer does not guarantee the performance of the Contractor and shall not be responsible for the Contractor's failure to perform its Work in accordance with the Contract Documents or any applicable laws, codes, rules or regulations.

When municipal review services are included in the Scope of Services, the Engineer (acting on behalf of the municipality), when acting in good faith in the discharge of its duties, shall not thereby render itself liable personally and is, to the maximum extent permitted by law, relieved from all liability for any damage that may accrue to persons or property by reason of any act or omission in the discharge of its duties. Any suit brought against the Engineer which involve the acts or omissions performed by it in the enforcement of any provisions of the Client's rules, regulation and/or ordinance shall be defended by the Client until final termination of the proceedings. The Engineer shall be entitled to all defenses and municipal immunities that are, or would be, available to the Client.

29. Insurance and Indemnification: The Engineer and the Client understand and agree that the Client will contractually require the Contractor to defend and indemnify the Engineer and/or any subconsultants from any claims arising from the Work. The Engineer and the Client further understand and agree that the Client will contractually require the Contractor to procure commercial general liability insurance naming the Engineer as an additional named insured with respect to the work. The Contractor shall provide to the Client certificates of insurance evidencing that the contractually required insurance coverage has been procured. However, the Contractor's failure to provide the Client with the requisite certificates of insurance shall not constitute a waiver of this provision by the Engineer.

The Client and Engineer waive all rights against each other and against the Contractor and consultants, agents and employees of each of them for damages to the extent covered by property insurance during construction. The Client and Engineer each shall require similar waivers from the Contractor, consultants, agents and persons or entities awarded separate contracts administered under the Client's own forces.

Where the term "Defend" is used in contract documents between the Client and Engineer, the term is mutually understood to apply to the Engineer's General Liability and Automotive Insurance policies only, and not their Professional Liability policy. The Engineer's General Liability and Automotive Insurance policies will provide defense costs on behalf of the Client to the extent they are covered as additional insured on said policies.

30. Hazardous Materials: Unless otherwise provided by this Agreement, the Engineer and Engineer's consultants shall have no responsibility for the discovery, presence, handling, removal or disposal of or exposure of persons to hazardous materials in any form at the Project site, including but not limited to asbestos, asbestos products, polychlorinated biphenyl (PCB) or other toxic substances.



AGENDA MEMORANDUM

TO: Village President and Board of Trustees

FROM: Courtney Sage, Interim Village Manager
T. J. Moore, Director of Public Works

SUBJECT: Approval of an Agreement with Trotter & Associates to Conduct a Development Utility Study for the Village Center

ACTION

REQUESTED: ☒ Approval ☐ Concurrence ☐ Discussion ☐ Information

RECOMMENDED FOR CONSENT AGENDA: ☒ Yes ☐ No

MEETING DATE: August 6, 2026

Executive Summary

Staff is requesting the Village President and Board of Trustees authorize the approval of an agreement with Trotter & Associates, Incorporated (TAI) to conduct a Development Utility Study for the Village Center in the amount of \$93,600.

Discussion

The Village continues to advance its long-range vision to create a vibrant downtown centered on the Metra train station and guided by the Village Center Zoning Districts approved in 2022. With the expiration of the Tax Increment Financing ("TIF") District in 2036, the Village should begin laying the groundwork to encourage future development beyond the end of the TIF. An area has been identified to feature single-family homes, townhomes, and/or apartment buildings. To effectively plan for this growth, staff requested Trotter & Associates, Inc. (TAI) to provide engineering support to analyze the water and sanitary sewer system requirements for this development area, as well as the broader area.

The Professional Services Agreement with TAI outlines a comprehensive study broken down into three main categories. First, TAI will collaborate with Village staff to confirm future land use layouts, determine appropriate Population Equivalent (PE) assignments for the development types, and hold targeted work sessions, including one kickoff and three review meetings. Second, the water system evaluation will involve TAI updating the Village's hydraulic model to incorporate potential TIF #3 developments. They will determine the necessary transmission and distribution main sizing to achieve the targeted fire flows of 1,500 gpm for residential properties and 3,500 gpm for any commercial properties. TAI will also evaluate the Village's current Illinois Department of Natural Resources ("DNR") water allocation through NSMJAWA and assess the necessity, sizing, and probable cost of an additional elevated storage tank to support long-term development, if necessary. Finally, for the wastewater study and survey, TAI will identify the optimal connection points for the sanitary collection system and conduct field surveys to confirm invert elevations, pipe sizes,

Agreement Name: Agreement with Trotter & Associates to Conduct Development Utility Study

Executed By: Interim Village Manager

and materials. This phase also includes developing a conceptual design and cost estimate for a new lift station, as well as analyzing current and projected influent loadings on the Hanover Park WWTP to recommend any necessary plant operations or capital improvements.

Recommended Action

Motion to approve an agreement from Trotter & Associates, Inc. to conduct a development utility study in the amount of \$93,600 and authorize the Interim Village Manager to execute the necessary documents.

Attachments: Agreement with Trotter & Associates, Inc.

Budgeted Item:	☐ Yes	☐ No
Budgeted Amount:	\$100,000	
Actual Cost:	\$93,600	
Account Number:	33-20-2200-403-461	

☐ Minority Owned Business
☐ Woman Owned Business
☐ Veteran Owned Business
☐ LGBTQ+ Owned Business
☐ Disability Owned Business
☒ Not Applicable

AGREEMENT
between the
VILLAGE OF HANOVER PARK, ILLINOIS
and
TROTTER AND ASSOCIATES, INC.
for the furnishing of
PROFESSIONAL ENGINEERING SERVICES
for the
TIF-3 DEVELOPMENT STUDY

This agreement (hereinafter referred to as the “Agreement”), made and entered into as of the 6th day of August, 2026 by and between the Village of Hanover Park, Illinois, an Illinois municipal corporation (the “Village”), and Trotter and Associates, Inc. an Illinois corporation, (the “Engineer”), for the furnishing of Professional Engineering Services for the TIF-3 Development Study (the “Project”) in Hanover Park, Illinois.

In consideration of the mutual promises set forth below, the Village and the Engineer, hereby agree as follows:

A. THE PROJECT.

The Village continues to advance its long-range vision of creating a vibrant “downtown” centered around the Metra train station. The Village Board approved the addition of Village Center Zoning Districts to the Zoning Code in 2022. These districts establish enhanced regulations and guidelines to guide future development within the Village Center area.

The Village has created several Tax Increment Financing (TIF) Districts. Two of the five TIF Districts are now “retired,” and three are still active. TIF District 3 (TIF-3) is primarily mixed usage with both residential and commercial properties proposed within the district.

There is a proposed development within TIF District 3: Village Center that is located west of County Farm Road and south of Devon Avenue, as shown on Exhibit A attached hereto and made a part hereof. The development is slated as “Village Center Neighborhood Mix District” and would include primarily single-family homes, townhomes, and apartment buildings with a total estimated population equivalent of 2,250 PE. The Village has requested Trotter and Associates to provide support in the analysis of the water and sewer system requirements for this potential development, as well as to support the full TIF-3 area for future developments.

The Engineer will review the proposed development plan and greater TIF-3 area to identify future water system connection points, and transmission/distribution main sizing. The Village’s Bentley WaterGEMS hydraulic model will be utilized in this evaluation. Additionally, the Village’s current Illinois DNR water allocation through NSMJAWA will be reviewed to determine if and when additional water supply allocation may be required to support development within the TIF-3 area. The Engineer will evaluate the Village’s current system layout for JAWA supply locations, elevated tower locations, and reservoir/booster stations to provide comment on adequacy to support long-term development within this area. If additional growth within the TIF-3 area would

necessitate additional elevated storage based on NSMJAWA requirements, or recommend additional storage based on IEPA/AWWA recommendations, the report will identify potential locations, sizing, and probable cost of these improvements.

The Engineer will review the proposed development plan to identify the collection system connection point and sanitary sewer analysis between the connection point and the Hanover Park Wastewater Treatment Plant. The Engineer will also provide survey services to confirm invert elevations, pipe material, and pipe size along the chosen sewer path between the connection point and the treatment plant. Sewer capacity along the selected route will be confirmed based on survey data collected. The Engineer will provide a conceptual design and cost estimate for the lift station to service the proposed development.

The Engineer will perform an analysis of the existing influent loadings and projected influent loadings to the treatment plant. The Engineer will make recommendations for plant operations and potential capital improvements based on proposed loadings.

B. ENGINEERING SERVICES.

1. The Engineer shall perform the following services (the “Engineering Services”)

I. GENERAL REQUIREMENTS

1. Work with Village staff to determine likely developments within the TIF-3 area and gain consensus on future land use and layout.
2. Prepare an exhibit depicting the study area based on the agreed-upon future land use and layouts. The exhibit will visually identify the different land uses and limits of each for use in estimating water demands, and wastewater generation calculations.
3. In conjunction with the Village, determine likely population equivalents for each land use type. PE may be assigned by unit (e.g. 3.5 PE per single family home) or land use acreage (e.g. 12 PE per acre of retail/commercial).
4. Hold work sessions as necessary throughout the study phase define expectations, review alternatives, and gain consensus on future improvements. One (1) kickoff meeting and three (3) work sessions throughout the project are estimated within the scope.

II. WATER SYSTEM EVALUATION

1. Update the Village’s current Bentley WaterGEMS hydraulic model to include the approximate layout of the potential development(s) within the TIF-3 area.
 - a. Transmission and distribution main will be approximated as final development locations, densities, and uses will be subject to change. Main will be located and sized based on generalized expectations for the area to support various future development configurations.

2. Utilize the Village's hydraulic model to analyze potential development(s).
 - a. Run the hydraulic model under maximum day demand conditions to determine the available fire flows and pressures throughout the TIF-3 area. While the exact building sizes, materials of construction, and fire protection requirements are unknown, a minimum residential fire flow capacity of 1,500 gpm and a minimum commercial fire flow of 3,500 gpm will be initially targeted.
 - b. Determine the size of transmission and distribution main necessary to serve potential developments at the above estimated fire flow requirements.
 - c. Using the hydraulic model, determine the necessity of an elevated storage tank to provide adequate fire flows and to maintain system pressures. Based on anticipated additional water demand, calculate whether NSMJAWA would require additional storage, or whether other jurisdictional agencies would recommend additional storage.
3. Provide an analysis of the Village's current water supply allocation as it relates to the potential development area. Current capacity and demands will be based on the historical per-capita water use and development PE projections.
4. Provide a brief engineering memorandum detailing the development analysis and findings for the Village's review. Hold a review work session with the Village and make any requested revisions or complete further analysis as requested by Staff.

III. STUDY AND REPORT PHASE – WASTEWATER

1. Study and Report
 - a. Create exhibits for different sewer / force main routes.
 - b. Create memo summarizing connection point options.
 - c. Confirm PE from proposed development.
 - d. Establish sewer capacity for preferred option.
 - e. Provide conceptual design of lift station.
 - f. Provide cost estimate of proposed lift station.
 - g. Provide cost estimate of proposed sewer capacity upgrades.
 - h. Provide analysis and recommendations for WWTP based on existing

loadings and loadings from proposed development.

2. Survey

- i. Identify Easements along selected route.
- j. Survey along selected route (Inverts, pipe size, pipe material).
- k. Topo analysis for proposed lift station location.

2. Additional services beyond the scope of the Engineering Services above-listed, requested in writing by the Village, shall be performed by the Engineer in accordance with the hourly rates shown on Exhibit B attached hereto and made a part hereof.

3. The Engineer will perform services under this Agreement in accordance with generally accepted and currently recognized engineering practices and principles and in a manner consistent with that level of care and skill ordinarily exercised by members of the profession.

4. The Engineer shall procure and maintain for the duration of its Agreement and for three (3) years thereafter insurance against errors and omissions and claims for injuries to its employees that may arise from or are in conjunction with the performance of the work hereunder by the Engineer, its agents, representatives, employees, or subcontractors.

a. Minimum Scope of Insurance

Coverage shall be at least as broad as:

- 1) Insurance Services Office Commercial General Liability occurrence form CG 0001 (Ed. 11/85);
- 2) Insurance Services Office form number CA 0001 (ed. 1/87) covering Automobile Liability, "any auto" and endorsement CA 0029 (Ed. 12/88) changes in Business Auto and Truckers coverage forms - Insured Contract or ISO form number CA 0001 (Ed. 12/90);
- 3) Professional Liability/Malpractice Liability policy; and
- 4) Workers' Compensation as required by the Labor Code of the State of Illinois and Employers' Liability insurance. ISO form number Work Comp 00 00 01 15.

b. Minimum Limits of Insurance

The Engineer shall maintain limits no less than:

- 1) Commercial General Liability: \$1,000,000 per occurrence for bodily injury, personal injury, and property damage. The Products and Completed Operations aggregate limit shall be \$2,000,000 per Project.

2) Automobile Liability: \$1,000,000 combined single limit per accident or bodily injury and property damage.

3) Professional Liability: \$2,000,000 per claim for errors and omissions, professional/malpractice liability.

4) Workers' Compensation and Employers' Liability: Workers' Compensation – statutory limits and Employers' Liability limits of \$1,000,000 per accident/ \$1,000,000 per employee/ \$1,000,000 policy limit.

5) Umbrella Liability: \$5,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage. Minimum Aggregate shall be no less than \$5,000,000 per person, per aggregate.

c. Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to and approved by the Village. At the option of the Village, either the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the Village, its officials, employees and volunteers; or the Engineer shall procure a bond guaranteeing payment of losses and related investigation, claim administration and defense expenses.

d. Other Insurance Provisions

The policies are to contain, or be endorsed to contain the following provisions:

1) General Liability and Automobile Liability Coverages

(a) The Village, its officials, employees and volunteers are to be covered as additional insured as respects liability arising out of activities performed by or on behalf of the Engineer; or automobiles owned, lease, hired or borrowed by the Engineer. The coverage shall contain no special limitations on the scope of protection afforded to the Village, its officials, employees, and volunteers.

(b) The Engineer's insurance coverage shall be primary as respects the additional insureds. Any insurance or self-insurance maintained by the Village, its officials, agents, employees, and volunteers shall be in excess of the Engineer's insurance and shall not contribute with it.

(c) Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the Village, its officials, agents, employees, and volunteers.

(d) The Engineer's insurance shall contain a severability-of-interests clause or language stating that the Engineer's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

(e) If any commercial general liability insurance is being provided under an excess or umbrella liability policy that does not “follow form,” then the Engineer shall be required to name the Village, its officials, employees, agents and volunteers as additional insureds.

2) Workers’ Compensation Coverage

The insurer shall waive all rights of subrogation against the Village, its officials, employees, agents and volunteers for losses arising from work performed by Engineer for the Village.

3) All Coverages

Each insurance policy required by this clause shall be endorsed to state that the coverage shall not be voided, canceled, reduced in coverage or in limits except after thirty (30) days’ prior written notice by certified mail, return receipt requested, has been given to the Village.

e. Acceptability of Insurers

The insurance carrier used by the Engineer shall have a minimum insurance rating of AVIII or better according to the AM Best Insurance Rating Schedule and licensed to do business in the State of Illinois.

f. Verification of Coverage

The Engineer shall furnish the Village with certificates of insurance and with copies of endorsements affecting coverage. The certificates and endorsement for the insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificates and endorsements may be on forms provided by the insurance carrier and are to be received and approved by the Village before any work commences. The Village reserves the right to request full, certified copies of the insurance policies.

5. To the fullest extent permitted by law, the Engineer shall indemnify and hold harmless the United States, the State of Illinois, the Village and their officials, employees and volunteers against all injuries, deaths, loss, damages, claims, suits, liabilities, judgments, cost and expenses, which may in any way accrue against the United States, the State of Illinois, the Village or their officials, employees and volunteers arising in whole or in part in consequence of the negligent or willful performance of the services by the Engineer, its employees, or subcontractors, or which may in any way result therefor, except that arising out of the negligence or willful act of the United States, the State of Illinois, the Village or their officials, employees or volunteers. If any judgment shall be rendered against the United States, the State of Illinois, the Village or their officials, agents, employees or volunteers, in any such action, the Engineer shall, at its own expense, satisfy and discharge the same.

6. Notwithstanding any other provision of this contract, nothing contained in this contract shall require the Engineer to indemnify or hold harmless another person from that person’s own negligent acts or omissions.

7. Any insurance policies required by this Agreement, or otherwise provided by the Engineer, shall in no way limit the responsibility to indemnify, keep and save harmless the Village, its officials, agents, employees and volunteers as herein provided.

8. The Engineer further represents and warrants to the Village that the Engineer and its principals, shareholders, members, partners, or affiliates, as applicable, are not, directly or indirectly, engaged in, and are not facilitating, the transactions contemplated by this Agreement on behalf of any person or entity named as a Specially Designated National and Blocked Person. The Engineer hereby agrees to defend, indemnify and hold harmless the Village, the corporate authorities, and all Village elected or appointed officials, officers, employees, agents, representatives, engineers, and attorneys, from and against any and all claims, damages, losses, risks, liabilities, and expenses (including reasonable attorneys' fees and costs) arising from and related to any breach of the foregoing representations and warranties.

9. The Engineer will comply with all applicable federal and Illinois statutes, and local ordinances of the Village and shall operate within and uphold the ordinances, rules and regulations of the Village while engaged in services herein described.

10. The Village reserves the right by written change order or amendment to make changes in requirements, amount of work, or engineering time schedule adjustments; and the Engineer and Village shall negotiate appropriate adjustments acceptable to both parties to accommodate such changes.

11. The Village may, at any time, by written order to the Engineer (Suspension of Services Order) require the Engineer to stop all, or any part, of the services required by this Agreement. Upon receipt of such an order, the Engineer shall immediately comply with its terms and take all reasonable steps to minimize the costs associated with the services affected by such order. The Village, however, shall pay all costs incurred by the suspension, including all costs necessary to maintain continuity and for the resumption of the services upon expiration of the Suspension of Services Order. The Engineer will not be obligated to provide the same personnel employed prior to suspension, when the services are resumed, in the event that the period of suspension is greater than thirty (30) days.

12. This Agreement may be terminated by the Village upon written notice to the Engineer, at its last known post office address, provided that, should this Agreement be terminated by the Village, the Engineer shall be paid for any services completed and any services partially completed. All field notes, test records, drawings, and reports completed or partially completed at the time of termination shall become the property of, and made available to, the Village. Within five (5) days after notification and request, the Engineer shall deliver to the successor Village Engineer all property, books and effects of every description in its possession belonging to the Village and pertaining to the office of Village Engineer.

13. This Agreement may additionally be terminated by the Village upon written notice to the Engineer, at its last known post office address, upon the occurrence of any one or more of the following events, without cause and without prejudice to any other right or remedy:

- a. If the Engineer violates or breaches the terms of this Agreement.
- b. If the Engineer commences a voluntary case under any chapter of the Bankruptcy Code (Title 11, United States Code), as now or hereinafter in effect, or if the Engineer takes any equivalent or similar action by filing a petition or otherwise under any other federal or state law in effect at such time relating to bankruptcy or insolvency;
- c. If a petition is filed against the Engineer under any chapter of the Bankruptcy Code as now or hereinafter in effect at the time of filing, or if a petition is filed seeking any such equivalent or similar relief against the Engineer under any other federal or state law in effect at the time relating to bankruptcy or insolvency;
- d. If the Engineer makes a general assignment for the benefit of creditors;
- e. If a trustee, receiver, custodian or agent of the Engineer is appointed under applicable law or under contract, whose appointment or authority to take charge of property of the Engineer is for the purpose of enforcing a lien against such property or for the purpose of general administration of such property for the benefit of the Engineer's creditors;
- f. If the Engineer admits in writing an inability to pay its debts generally as they become due.

14. Upon termination, the Engineer shall deliver to the Village copies of partially completed drawings, specifications, partial and completed estimates, and data, if any, from investigations and observations, with the understanding that all such material becomes the property of the Village. In such case, the Engineer shall be paid for all services and any expense sustained, less all costs incurred by the Village to have the services performed which were to have been performed by the Engineer.

15. The Engineer is qualified technically and is conversant with the policies applicable to the performance of design engineering; and sufficient, properly trained, and experienced personnel will be retained to perform the services enumerated herein.

16. The Engineer will maintain all books, documents, papers, accounting records, and other evidence pertaining to its costs incurred and relating to its performance of its services and shall require its subcontractors to maintain all books, documents, papers, accounting records, and other evidence pertaining to their costs incurred and relating to their performance of their services under their subcontract in compliance with the requirements of the Local Records Act (50 ILCS 205/1 *et seq.*) and the Freedom of Information Act (5 ILCS 140/1 *et seq.*). The Engineer shall maintain all books and records relating to the performance of its services under the Agreement; and all subcontractors shall maintain books and records relating to their performance of work under their subcontract until written approval for the disposal of such records is obtained from the Local Records Commission has been obtained or for a period of three (3) years from the date of final payment under this Agreement, whichever is longer. All books and records required to be maintained by the Engineer, and all subcontractors shall be available for review and audit by the Village or representatives of the State of Illinois. The Engineer and its subcontractors shall

cooperate fully with the Village or the State (a) with any request for public records made pursuant to the Freedom of Information Act (5 ILCS 140/1 *et seq.*), (b) with any request for public records made pursuant to any audit and (c) by providing full access to and copying of all relevant books and records at the Engineer's office at all reasonable times and within a time period which allows the Village or the State to timely comply with the time limits imposed by the Freedom of Information Act (5 ILCS 140/1 *et seq.*). Failure by the Engineer or its subcontractor to maintain the books, records, and supporting documents required by this section or the failure by the Engineer or its subcontractor to provide full access to and copying of all relevant books and records within a time period which allows the Village to timely comply with the time limits imposed by the Freedom of Information Act (5 ILCS 140/1 *et seq.*) shall establish a presumption in favor of the Village for the recovery of any funds paid by the Village under the Agreement for which adequate books and records are not available or for the recovery for any penalties or attorneys' fees imposed by the Freedom of Information Act (5 ILCS 140/1 *et seq.*). The Engineer shall include the requirements of this section in all subcontracts. The obligations imposed by this section shall survive final payment and the termination of the other obligations imposed by the Agreement.

17. The Engineer warrants that it has not employed or retained any company or person, other than an employee working solely for the Engineer, to secure this Agreement, and that it has not paid or agreed to pay any company or person any fee, commission, percentage, brokerage fee, gifts, or any other consideration, contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, the Village shall have the right to annul this Agreement without liability or, in its discretion, to deduct from the Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gifts, or contingent fee.

18. The Engineer, during the period commencing upon the execution of this Agreement and concluding one year following the completion of the Project, shall not accept employment from any developer developing land within the Village or any contractor, subcontractor or material supplier performing work or supplying material to the Village without the express written consent of the Village.

19. This Agreement shall be deemed to be exclusive between the Village and the Engineer. This Agreement shall not be assigned by the Engineer without first obtaining permission in writing from the Village.

20. All books, papers, notes, records, lists, data, files, forms, reports, accounts, documents, manuals, handbooks, instructions, computer programs, computer software, computer disks and diskettes, magnetic media, electronic files, printouts, backups, and computer databases created or modified by the Engineer relating in any manner to the work performed by the Engineer or by anyone else and used by the Engineer in performance of the services under this Agreement (the "Work") shall be a "work made for hire" as defined by the laws of the United States regarding copyrights.

21. The Engineer hereby assigns to the Village and its successors and assigns all of its right, title, interest and ownership in the Work, including, but not limited to, copyrights, trademarks, patents, and trade secret rights and the rights to secure any renewals, reissues, and extensions thereof. The Engineer grants permission to the Village to register the copyright and

other rights in the Work in the Village's name. The Engineer shall give the Village or any other person designated by the Village all assistance reasonably necessary to perfect its rights under this Agreement and to sign such applications, documents, assignment forms and other papers as the Village requests from time to time to further confirm this assignment. The Engineer further grants to the Village full, complete and exclusive ownership of the Work. The Engineer shall not use the Work for the benefit of anyone other than the Village, without the Village's prior written permission. Upon completion of the Work or other termination of this Agreement, the Engineer shall deliver to the Village all copies of any and all materials relating or pertaining to this Agreement.

22. The Engineer will not at any time, either directly or indirectly, disclose, use, communicate, or attempt to disclose, use or communicate to any person, firm, or corporation any confidential information or any other information concerning the business, services, finances or operations of the Village except as expressly authorized by the Village. The Engineer shall treat such information at all times as confidential. The Engineer acknowledges that each of the following can contain confidential information of the Village and that the disclosure of any of the following by the Engineer without the Village's express authorization would be harmful and damaging to the Village's interests:

- a. Compilations of resident names and addresses, resident lists, resident payment histories, resident information reports, any other resident information, computer programs, computer software, printouts, backups, computer disks and diskettes, and computer databases and which are not otherwise known to the public.
- b. All information relating to the Engineering Services being performed by the Engineer under this Agreement, regardless of its type or form and which are not otherwise known to the public.
- c. Ideas, concepts, designs and plans that are specifically involved with the Engineering Services being performed by the Engineer under this Agreement that are created, designed, enhanced by the Engineer and that are not otherwise known to the public.
- d. Financial information and police records.

This itemization of confidential information is not exclusive; there may be other information that is included within this covenant of confidentiality. This information is confidential whether or not it is expressed on paper, disk, diskette, magnetic media, optical media, monitor, screen, or any other medium or form of expression. The phrase "directly or indirectly" includes, but is not limited to, acting through Engineer's wife, children, parents, brothers, sisters, or any other relatives, friends, partners, trustees, agents or associates.

23. All books, papers, records, lists, files, forms, reports, accounts, documents, manuals, handbooks, instructions, computer programs, computer software, computer disks and diskettes, printouts, backups, and computer databases relating in any manner to the Village's business, services, programs, software or residents, whether prepared by the Engineer or anyone else, are the exclusive property of the Village. In addition, all papers, notes, data, reference material, documentation, programs, diskettes (demonstration or otherwise), magnetic media,

optical media, printouts, backups, and all other media and forms of expression that in any way include, incorporate or reflect any confidential information of the Village (as defined above) are the exclusive property of the Village. The Engineer shall immediately return said items to the Village upon termination of the Engineer's engagement or earlier at the Village's request at any time.

24. In the event of breach of the confidentiality provisions of this Agreement, it shall be conclusively presumed that irreparable injury would result to the Village and there would be no adequate remedy at law. The Village shall be entitled to obtain temporary and permanent injunctions, without bond and without proving damages, to enforce this Agreement. The Village is entitled to damages for any breach of the injunction, including, but not limited to, compensatory, incidental, consequential, exemplary and punitive damages. The confidentiality provisions of this Agreement survive the termination or performance of this Agreement.

25. The Engineer shall comply with all laws, codes, ordinances and regulations that are in effect as of the date of this Agreement.

26. Time is hereby declared to be of the essence of this Agreement. The Engineer shall commence work following the full execution of this Agreement by the parties and the receipt by the Engineer of the Notice to Proceed. The Engineer shall complete the Services within _____ (____) calendar days of the date of the Engineer's receipt of the Notice to Proceed.

C. VILLAGE RESPONSIBILITIES:

1. The Village shall issue the Notice to Proceed and shall provide full information regarding requirements for and about the Project, including a program which shall set forth the Village's objectives, schedule, constraints, criteria and requirements for the Project.

2. The Engineer shall indicate to the Village the information needed for rendering of the services of this Agreement. The Village shall provide to the Engineer such information as is available to the Village and the Village's consultants and contractors; and the Engineer shall be entitled to rely upon the accuracy and completeness thereof.

3. For the performance by the Engineer of the services set forth above, the Village shall pay the Engineer on the following basis of payment:

a. Amount of Engineer's Fee. The Engineer shall receive, as full payment for completing all work required of the Engineer under this Agreement, a fee consisting of payment for the services at the hourly rates set forth in Exhibit B, attached hereto and made a part hereof.

b. Engineer's Not to Exceed Fee. The Engineer's fee for Engineering Services related to the Project shall not exceed Ninety-Three Thousand Six Hundred (\$93,600.00) Dollars as follows:

Task	Fee
Study and Report Phase – Wastewater	\$75,300.00
Study and Report Phase – Water	\$18,300.00
Total Engineer's Fee:	<u>\$93,600.00</u>

The above breakdown is for informational purposes only. The Engineer does not guarantee a maximum fee for any single task but only for the Total Engineer's Fee.

The total compensation paid to the Engineer for the Engineering Services shall not exceed the Engineer's total not to exceed fee above.

c. Reimbursable Expenses. Expenses reasonably and necessarily incurred for blueprints, outside copying charges, messenger, delivery services and consultant's fees shall be paid at 1.0 times the amount charged to the Engineer.

d. Payment of Engineer's Fee. The Village, for and in consideration of the rendering of the Engineering services enumerated herein, shall pay to the Engineer for rendering such services the fee hereinbefore established in the following manner:

1) Upon receipt of monthly statements from the Engineer and the approval thereof by the Village, payments for the work performed shall be due and payable to the Engineer within thirty (30) days after approval by the Village.

2) Payments shall be made in accordance with the Local Government Prompt Payment Act (50 ILCS 505/1, *et seq.*).

4. This Agreement may be terminated by the Engineer upon thirty (30) days' written notice to the Village, should the Village fail substantially to perform in accordance with the terms of this Agreement through no fault of the Engineer. Upon such termination, the Engineer shall make available to the Village, copies of partially completed drawings, specifications, partial and completed estimates, and data, if any, from investigations and observations with the understanding that all such material becomes the property of the Village. The Engineer shall be paid for all services provided to the date of termination.

D. IT IS MUTUALLY AGREED:

1. The Engineer is an independent contractor in the performance of this Agreement, and it is understood that the parties have not entered into any joint venture or partnership with the other. The Engineer shall not be considered to be the agent of the Village. Nothing contained in this Agreement shall create a contractual relationship with a cause of action in favor of a third party against either the Village or Engineer.

2. Any dispute between the Engineer and the Village concerning the interpretation of or a breach of the provisions of this Agreement shall be referred to a committee of disinterested parties consisting of one member appointed by the Engineer, one member appointed by the Village

and the third member appointed by the two other members for disposition; and the committee's decision shall be final.

3. Each party to this Agreement shall designate one or more persons to act with authority on its behalf in respect to appropriate aspects of the Project. The persons designated shall review and respond promptly to all communications received from the other party.

4. Written notices between the Village and the Engineer shall be deemed sufficiently given after being placed in the United States mail, registered or certified, postage pre-paid, addressed to the appropriate party as follows:

a. If to the Village:

Village of Hanover Park
2121 West Lake Street
Hanover Park, Illinois 60133
Attn: Village Manager

b. If to the Engineer:

Trotter and Associates, Inc.
40W201 Wasco Road, Suite D
St. Charles, Illinois 60175
Attention: _____

c. Either party may change its mailing address by giving written notice to the other party as provided above. Whenever this Agreement requires one party to give the other notice, such notice shall be given only in the form and to the addresses described in this paragraph.

5. This Agreement represents the entire and integrated contract between the parties and supersedes all prior negotiations, representations or understandings, whether written or oral. This Agreement may only be amended by written instrument executed by authorized signatories of the Village and the Engineer.

6. The terms of this Agreement shall be binding upon and inure to the benefit of the parties and their respective successors.

7. The waiver of one party of any breach of this Agreement or the failure of one party to enforce at any time, or for any period of time, any of the provisions hereof, shall be limited to the particular instance, shall not operate or be deemed to waive any future breaches of this Agreement and shall not be construed to be a waiver of any provision, except for the particular instance.

8. If any term, covenant, or condition of this Agreement or the application thereof to any person or circumstance shall be invalid or unenforceable to any extent, the remainder of this contract shall not be affected thereby; and each term, covenant or condition of this Agreement shall be valid and shall be enforced to the fullest extent permitted by law.

9. This Agreement shall be construed under and governed by the laws of the State of Illinois; and all actions brought to enforce the dispute resolution provisions of this Agreement shall be so brought in the Circuit Court of Cook County, State of Illinois.

10. This Agreement shall become effective only after an appropriation therefor has been made. The term of this Agreement shall be for one year following the effective date of the appropriation. The Village's obligations hereunder shall cease, without further payment's being required, upon the expiration of the appropriation of funds by the Village, the State of Illinois or the federal funding source or in any year for which the corporate authorities of the Village or other legally applicable funding source fails to make an appropriation sufficient to pay such obligation or otherwise make available sufficient funds for this Agreement. The Village shall give the Contractor notice of such termination for funding as soon as practicable after the Village becomes aware of the failure of funding.

E. CERTIFICATION OF ENGINEER:

1. The Engineer certifies that the Engineer, its shareholders holding more than five percent (5%) of the outstanding shares of the Engineer, its officers and directors are:

- a. Not delinquent in the payment of taxes to the Illinois Department of Revenue in accordance with 65 ILCS 5/11-42.1-1;
- b. Not barred from contracting as a result of a violation of either Section 33E-3 (bid rigging) or Section 33E-4 (bid rotating) of the Criminal Code of 1961 (720 ILCS 5/33E-3 and 5/33E-4);
- c. Not in default, as defined in 5 ILCS 385/2, on an educational loan, as defined in 5 ILCS 385/1.
- d. In compliance with the Veterans Preference Act (330 ILCS 55/0.01 *et seq.*).

2. In addition, the Engineer certifies that:

a. The Engineer is in compliance with equal employment opportunities and that during the performance of the Agreement the Engineer shall:

1) Not discriminate against any employee or applicant for employment because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service; and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.

2) If it hires additional employees in order to perform this Agreement or any portion hereof, it will determine the availability (in accordance with the Illinois Department of Human Rights Rules and Regulations) of minorities and women in the area(s) from which it may reasonably recruit, and it will

hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.

3) In all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service.

4) Send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other Agreement or understanding, a notice advising such labor organization or representative of the Engineer's obligations under the Illinois Human Rights Act and the Department's Rules and Regulations. If any such labor organization or representative fails or refuses to cooperate with the Engineer in its efforts to comply with such Act and Rules and Regulations, the Engineer will promptly so notify the Illinois Department of Human Rights; and the Village and will recruit employees from other sources when necessary to fulfill its obligations thereunder.

5) Submit reports as required by the Illinois Department of Human Rights Rules and Regulations, furnish all relevant information as may from time to time be requested by the Department or the Village, and in all respects comply with the Illinois Human Rights Act and the Department's Rules and Regulations.

6) Permit access to all relevant books, records, accounts, and work sites by personnel of the Village and the Illinois Department of Human Rights for purposes of investigation to ascertain compliance with the Illinois Human Rights Act and the Department's Rules and Regulations.

7) Not maintain or provide for its employees any segregated facilities at any of its establishments, and not permit its employees to perform their services at any location, under its control, where segregated facilities are maintained. As used in this section, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, creed, color, or national origin because of habit, local custom, or otherwise.

8) Obtain (except where it has obtained identical certifications from proposed subcontractors and material suppliers for specific time periods) certifications in compliance with this subparagraph from proposed subcontractors or material suppliers prior to the award of a subcontract or the consummation of material supply agreements, exceeding \$10,000.00,

which are not exempt from the provisions of the Equal Opportunity clause, and retain such certifications in its files.

9) In the event of the Engineer's non-compliance with the provisions of this Equal Employment Opportunity Clause, the Act or the Rules and Regulations of the Department, the Engineer may be declared ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and the contract may be canceled or voided in whole or in part, and other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation.

b. The Engineer is in compliance with 775 ILCS 5/2-105(A)(4) by having in place and enforcing a written sexual harassment policy;

c. In the event of non-compliance with the provisions of this certification relating to equal employment opportunity, the Illinois Human Rights Act or the Illinois Department of Human Rights Rules and Regulations, the Engineer may be declared ineligible for future contracts with the Village, and this Agreement may be canceled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation;

d. The Engineer is in compliance with 30 ILCS 580/1 *et seq.* (Drug Free Workplace Act) by providing a drug-free workplace by:

1) Publishing a statement:

(a) Notifying employees that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance, including cannabis, is prohibited in the Engineer's workplace.

(b) Specifying the actions that will be taken against employees for violations of such prohibition.

(c) Notifying the employee that, as a condition of employment on such Agreement, the employee will:

(i) Abide by the terms of the statement; and

(ii) Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction.

2) Establishing a drug-free awareness program to inform employees about:

(a) The dangers of drug abuse in the workplace;

(b) The Engineer's policy of maintaining a drug-free workplace;

(c) Any available drug counseling, rehabilitation, and employee assistance program; and

(d) The penalties that may be imposed upon employees for drug violations.

3) Making it a requirement to give a copy of the statement required by subparagraph E.2.e.(1) to each employee engaged in the performance of the Agreement, and to post the statement in a prominent place in the workplace.

4) Notifying the Village within ten (10) days after receiving notice under Subparagraph E.2.e.(1)(c)(ii) from any employee or otherwise receiving actual notice of such conviction.

5) Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program by any employee who is so convicted, as required by 30 ILCS 580/5.

6) Assisting employees in selecting a course of action in the event drug counseling treatment and rehabilitation is required and indicating that a trained referral team is in place.

7) Making a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

e. The Engineer is not a Village official, spouse or dependent child of a Village official, agent on behalf of any Village official or trust in which a Village official, the spouse or dependent child of a Village official in violation of Title 1, Chapter 9, Section 5 of the Village Code.

f. The Engineer is not in violation of the Village Code by an officer or employee of the Village having solicited any gratuity, discount, entertainment, hospitality, loan, forbearance, or other tangible or intangible item having monetary value including, but not limited to, cash, food and drink, and honoraria for speaking engagements related to or attributable to the government employment or the official position of the employee or officer from the Engineer.

g. The Engineer is not in violation of the Village Code by the Engineer having given to any officer or employee of the Village any gratuity, discount, entertainment, hospitality, loan, forbearance, or other tangible or intangible item having monetary value including, but not limited to, cash, food and drink, and honoraria for speaking engagements related to or attributable to the government employment or the official position of the employee or officer.

h. The Engineer certifies that the Engineer is in compliance with the Substance Abuse Prevention on Public Works Projects Act (820 ILCS 265/1 *et seq.*), is a party to a collective bargaining Agreement dealing with the subject matter of the Substance Abuse Prevention on Public Works Projects Act, or has in place and is

enforcing a written program which meets or exceeds the program requirements of the Substance Abuse Prevention on Public Works Projects Act.

i. The Engineer certifies that the Engineer has not had a net loss of one hundred (100) or more employees in Illinois during the prior calendar year caused by relocation of one hundred (100) or more jobs from Illinois to a site located outside of the United States.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized officers as of the dates below indicated.

Executed by the Village this 6th day of August, 2026.

Village of Hanover Park
2121 West Lake Street
Hanover Park, IL 60133

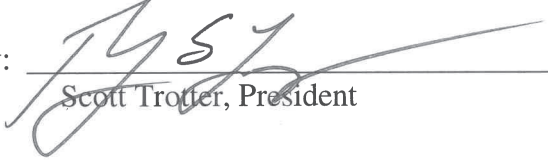
By: _____
Rodney S. Craig, Village President

ATTEST:

By _____
Kristy Merrill, Village Clerk

Executed by the Engineer this 16th day of JULY, 2026.

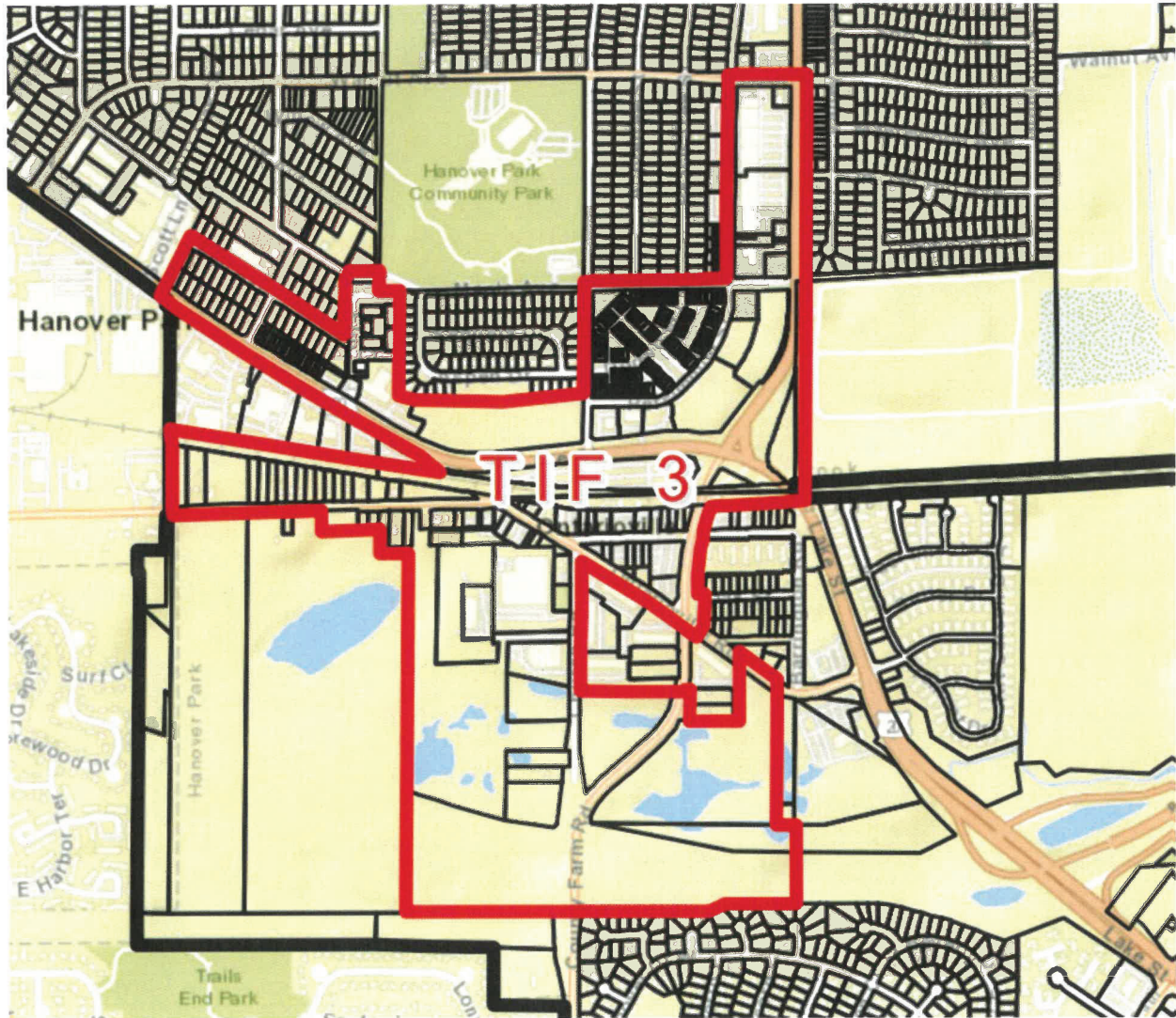
Trotter and Associates, Inc.
40W201 Wasco Road, Suite D
St. Charles, Illinois 60175

By:  _____
Scott Trotter, President

ATTEST:

By  _____
Jerry M. Ruth, Secretary

TIF District 3: Village Center
West of County Farm Road and South of Devon Avenue



CLIENT Initial _____

TAI Initial _____



EXHIBIT B
SCHEDULE OF HOURLY RATES AND REIMBURSABLE EXPENSES

2026 Schedule of Hourly Rates

Classification	Billing Rate
Engineering Intern	\$79.00
Engineer Level I	\$143.00
Engineer Level II	\$158.00
Engineer Level III	\$167.00
Engineer Level IV	\$186.00
Engineer Level V	\$210.00
Engineer Level VI	\$239.00
Engineer VII	\$252.00
Engineer VIII	\$291.00
Principal Engineer	\$298.00
Architect Intern	\$79.00
Architect Level I	\$125.00
Architect Level II	\$151.00
Architect Level III	\$176.00
Architect Level IV	\$189.00
Architect Level V	\$212.00
Architect Level VI	\$231.00
Architect VII	\$250.00
Architect VIII	\$270.00
Principal Architect	\$290.00
Technician Level I	\$119.00
Technician Level II	\$144.00
Technician Level III	\$168.00
Technician Level IV	\$184.00
Senior Technician	\$204.00
GIS Specialist I	\$119.00
GIS Specialist II	\$158.00
GIS Specialist III	\$188.00
Clerical Level I	\$79.00
Clerical Level II	\$95.00
Clerical Level III	\$114.00
Survey Technician Level I	\$79.00
Survey Technician Level II	\$98.00
Survey Crew Chief	\$203.00
Professional Land Surveyor	\$244.00
Project Coordinator I	\$144.00
Project Coordinator II	\$156.00
Project Coordinator III	\$167.00
Department Director	\$239.00
Project Manager	\$239.00
Sr. Project Manager	\$253.00
Program Manager	\$253.00
Sub Consultants	Cost Plus 5%

*** Rates will be escalated for Overtime & Holiday Pay to adjust for Premium Time based on the current Illinois Department of Labor Rules*

Note: On January 1st of each year, the fees and hourly rates may be escalated by an amount not to exceed five (5) percent.

2026 Reimbursable Expenses

Item	Unit	Unit Price
Engineering Copies – B&W 20lb Bond	Sq. Ft.	\$0.50
Engineering Copies - Color 24lb Bond	Sq. Ft.	\$1.00
Mylar Engineering Copies up to 24" by 36"	Each	\$8.00
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Binding Strips (Engineering Plans)	Each	\$1.00
5 Mil Laminating	Each	\$1.25
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Copy 8.5" x 11" - Color	Each	\$0.25
Copy 8.5" x 11" - Black and White	Each	\$0.12
Recorded Documents	Each	\$25.00
Engineering Scanning	Each	\$2.00
Plat Research	Time and Material	
Per Diem	Each Day	\$30.00
Field / Survey Truck	Each Day	\$45.00
Postage and Freight		Cost
Mileage	Per Mile	Federal Rate



AGENDA MEMORANDUM

TO: Village President and Board of Trustees

FROM: Courtney Sage, Interim Village Manager
Barry Kurcz, Human Resources Director

SUBJECT: Approval of a Collective Bargaining Agreement with Teamsters, Local 700

ACTION

REQUESTED: ☒ Approval ☐ Concurrence ☐ Discussion ☐ Information

RECOMMENDED FOR CONSENT AGENDA: ☒ Yes ☐ No

MEETING DATE: August 6, 2026

Executive Summary

Staff is requesting the Village President and Board of Trustees approve a three-year collective bargaining agreement with Teamsters, Local 700.

Discussion

The contract between the Village of Hanover Park and Teamsters, Local 700 representing the majority of our Public Works employees expired on April 30, 2026. The Union and Village management have met on several occasions to negotiate a successor agreement. This good faith bargaining has allowed us to reach a tentative agreement. The members of Teamsters, Local 700 ratified the tentatively agreed upon terms of this new 3-year agreement (May 1, 2026 – April 30, 2029). Below are the agreed terms:

- Wages
 - 3.50 percent (3.5%) base pay increase retroactive to May 1, 2026
 - Effective May 1, 2027, base pay shall be increased by 3.25%
 - Effective May 1, 2028, base pay shall be increased by 3.25%
- Increase on-call pay from \$1.50 to \$2.00 per hour
- Increase safety shoe allowance from \$125 to \$175 per year
- Removed sick time from being considered as hours worked in determining eligibility for overtime pay
- Removed sick occurrences from Sick Leave policy and kept language that the Village and Union agree that sick leave abuse is a very serious offense which constitutes cause for disciplinary action
- Added Language Proficiency Pay per Village policy
- Added Wellness Benefit that employees will participate in Village's annual wellness screening program
- Incorporated all current side letters and Memorandum of Agreement into body of the collective bargaining agreement

Agreement Name: _____

Executed By: _____

Recommended Action

Motion to authorize the Village President and Interim Village Manager to execute the Agreement dated May 1, 2026 to April 30, 2029, between the Village of Hanover Park and Teamsters, Local 700.

Attachments: Collective Bargaining Agreement

Budgeted Item:	☐ Yes	☐ No
Budgeted Amount:	\$	
Actual Cost:	\$	
Account Number:		

☐	Minority Owned Business
☐	Woman Owned Business
☐	Veteran Owned Business
☐	LGBTQ+ Owned Business
☐	Disability Owned Business
☒	Not Applicable

A G R E E M E N T

VILLAGE OF HANOVER PARK

and

TEAMSTERS, LOCAL 700

May 1, 2026 through April 30, 2029

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PREAMBLE

THIS AGREEMENT entered into by the Village of Hanover Park (hereinafter referred to as the “Village” or the “Employer”) and Teamsters, Local 700 (hereinafter referred to as the “Union”), has as its purpose the promotion of harmonious relations between the Employer and the Union; the establishment of an equitable and peaceful procedure for the resolution of differences; and the establishment of an entire agreement covering rates of pay, hours of work and terms and conditions of employment applicable to bargaining unit employees.

Therefore, in consideration of the mutual promises and agreements contained in this Agreement, the Employer and the Union do mutually promise and agree as follows:

ARTICLE I

RECOGNITION AND REPRESENTATION

Section 1. Recognition. The Village recognizes the Union as the exclusive bargaining representative for all full-time employees in the Public Works Department in the following positions: Groundskeeper, Maintenance Worker, Water Supply Operator, Building Maintenance Worker I and II, Waste Water Treatment Operator Trainee, Waste Water Treatment Operator, Equipment Operator and Mechanic. Excluded from the bargaining unit are all other Village employees, including but not limited to the Street Supervisor, Forestry Supervisor, Waste Water Treatment Plant Supervisor, Water/Distribution Supervisor, Water Supply Supervisor, Fleet Service Manager, Building Maintenance Supervisor, the Public Works Director and Street Superintendent, any part-time employees, any clerical employees, and any other supervisory, managerial and/or confidential employees as defined by the Illinois Public Labor Relations Act.

Section 2. Duty of Fair Representation. The Union agrees to fulfill its duty to fairly represent all employees in the bargaining unit regardless of Union membership. The Union further agrees to indemnify and hold harmless the Village from any and all liability, including monetary damages, resulting from any failure on the part of the Union to fulfill its duty of fair representation.

Section 3. Gender. Unless the context in which they are used clearly requires otherwise, words used in this Agreement denoting gender shall be construed to refer to both male and female employees.

ARTICLE II

UNION RIGHTS

Section 1. Dues Check Off. During the term of this Agreement, the Village will deduct Union dues from the paychecks of each employee in the bargaining unit who has submitted a dues checkoff authorization in the form set forth in Exhibit 1 to this Agreement. Said dues shall be deducted in equal installments from the first two (2) paychecks issued to such employee during each month this Agreement is in effect.

The Financial Officer of the Union shall notify the Finance Director or their designee by certified mail of the amount of uniform dues to be deducted, e.g., monthly dues equal to two times an employee's straight-time hourly rate. The Union may change the dues schedule once each year during the term of this Agreement by giving the Village at least thirty (30) days advance written notice of the change. The Village will promptly remit to the Union Financial Officer those dues which are deducted from employee paychecks under this Section upon receipt of invoice from the Union.

If an employee has no earnings or insufficient earnings to cover the amount of the dues deducted, the Union shall be responsible for collection of dues. The Union agrees to refund to the employee any amounts paid to the Union in error on account of this dues deduction provision.

Section 2. Indemnification. The Union shall indemnify and hold harmless the Village, its elected representatives, officers, administrators, agencies and employees from and against any and all claims, demands, actions, complaints, suits or other forms of liability (monetary or otherwise) that arise out of or by reason of any action taken or not taken by the Village for the purpose of complying with the foregoing provisions of this Article, or in reliance on any written check-off authorization, certification or affidavit furnished under any of such provisions.

Section 3. Union Access. Not more than two (2) Union representatives, as designated by the Union, shall have access to the premises of the Village in order to help resolve a serious dispute or problem. In order to receive access, the Union representative(s) must provide advance notice to the Village Manager or their designee and make arrangements not to disrupt the work of employees on duty. The representative(s) may visit with employees during their non-work time if such visit does not disturb the work of any employees who may otherwise be working.

ARTICLE III

UNION BULLETIN BOARD

Section 1. Bulletin Board. The Village agrees to provide an area in the Public Works Facility for the Union to post one (1) bulletin board.

Section 2. Size. The bulletin board space at the Public Works Facility shall not exceed three (3) feet by three (3) feet.

Section 3. Use. The Union bulletin board shall be used for posting of Union notices and shall be restricted to the following:

- a) Notice of Union recreational and social activities;
- b) Notice of Union elections and results of such elections;
- c) Notice of Union appointments; and
- d) Notice of Union meetings, committee meetings and reports and minutes of said meetings.

If the Union desires to post any other information or material, the Union shall first submit a copy of same to the Director of Public Works for their approval. The Director of Public Works shall have the sole discretion to approve or disapprove of said posting.

Section 4. Removal of Posted Material. Any material posted on the Union bulletin board not on file with the Director of Public Works shall be removed by any supervisor accompanied by a local Union Steward or representative.

Section 5. Union Responsibility. All cost incident to preparing and posting Union material will be borne by the Union. The Union is responsible for posting and removing approved material on its designated bulletin board and for maintaining such bulletin board in an orderly condition.

ARTICLE IV

MANAGEMENT RIGHTS

It is understood and agreed that the Village possesses the sole right and authority to operate and direct the employees of the Village and its various departments in all respects, including, but not limited to, all rights and authority exercised by the Village prior to the execution of this Agreement, except as specifically modified in this Agreement. These rights include, but are not limited to, the following: to determine the mission, policies and all standards of service offered to the public by the Village; to plan, direct, control and determine all the operations and services of the Village; to determine the places, means, methods and number of personnel needed to carry out the Village's mission; to manage, supervise, and direct the working forces; to establish the qualifications for employment and to employ employees; to schedule and assign work; to establish work and productivity standards and, from time to time, to change those standards; to assign overtime; to determine whether goods or services are made or purchased; to make, alter and enforce rules, regulations, orders and policies; to discipline, suspend and discharge employees; to change or eliminate existing methods, equipment or facilities; to layoff employees; to contract out for goods and services; to evaluate performance and productivity and establish awards or sanctions for various levels of performance; and to take any and all actions as may be necessary to carry out the mission of the Village in situations of civil emergency conditions as may be declared by the President of the Village Board of Trustees or by the Village Manager, which actions may include the suspension of the provisions of this Agreement provided that wage rates and monetary benefits shall not be suspended and providing that all provisions of this Agreement shall be promptly reinstated once a civil emergency condition ceases to exist.

The exercise of the foregoing powers, rights, authorities, duties and responsibilities by the Village, the adoption of policies, rules, regulations and practices in furtherance thereof, shall be limited only by the specific and express terms of this Agreement and then only to the extent such specific and express terms hereof are in conformance with the Constitution and laws of the State of Illinois and the Constitution and laws of the United States.

ARTICLE V

LABOR MANAGEMENT COMMITTEE

At the request of the Union or the Village, a Labor Management Committee may meet at least quarterly to discuss matters of mutual concern that do not involve negotiations. The President of the Union shall designate up to three bargaining unit employees to attend such meetings, and the Village Manager shall designate up to three Village employees to attend such meetings. The party requesting the meeting shall submit a written agenda of the items it wishes to discuss at least five (5) days prior to the date of the meeting. This Section shall not be applicable to any matter that is being processed pursuant to the grievance procedure set forth in this Agreement. The date, time and place for Labor Management Committee meetings shall be mutually agreed upon by the Union and the Village. If such a meeting is held during the regular working hours of any Union employee on the Committee, that employee shall not lose any compensation for attending the meeting. Otherwise, attendance at such meeting shall not be considered as time worked for the employees involved. The Labor Management Committee is intended to improve communications and shall be advisory only.

ARTICLE VI

HOURS OF WORK AND OVERTIME

Section 1. Application of Article. This Article is only intended to serve as a basis for calculating overtime payments, and nothing in this Article or Agreement shall be construed as a guarantee of hours of work per day, per week or per work cycle.

Section 2. Regular Work Day. The regular work day for employees shall be eight and one-half (8-1/2) hours, which shall include an unpaid thirty (30) minute lunch period.

If an employee is sent home during their regular work day due to an anticipated emergency condition, or after 12 consecutive hours of work due to safety concerns, then such employee may, at their option, use their accumulated vacation, personal business leave or comp time to be paid for the remainder of their regular work day hours.

Section 3. Regular Work Schedule. The regular work schedule for employees covered by this Agreement shall be seven (7) days, consisting of five (5) consecutive work days.

Section 4. Overtime Pay. An employee shall be paid one and one-half (1-1/2) times their regular straight-time hourly rate of pay for all hours worked in excess of forty (40) hours in the employee's regular seven (7) day work schedule (Sunday through Saturday).

Except as otherwise provided in this Article, time worked shall not include any uncompensated periods, nor shall it include any sick leave or other paid leaves of absence. It is agreed, however, that paid leave in the form of vacation, holiday, compensatory time and funeral leave shall be considered as hours worked for the sole purpose of determining an employee's eligibility for overtime pay under this section.

Before any employee may become eligible to receive any overtime pay under this Agreement, the additional hours worked must be approved in advance by the employee's immediate non-bargaining unit supervisor.

Section 5. Compensatory Time Off. An employee may elect to accumulate compensatory time off in lieu of overtime compensation pursuant to Section 4 of this Agreement. The amount of compensatory time earned shall be computed on the same basis as overtime pay, i.e., one and one-half (1-1/2) hours of compensatory time shall be granted for each additional hour worked in excess of forty (40) during the employee's regular seven (7) day work schedule (Sunday through Saturday).

No employee shall be permitted to accrue more than sixty (60) hours of compensatory time off during any fiscal year, i.e., compensatory time off is non-replenishable during the fiscal year. Once an employee has accrued sixty (60) hours of compensatory time in a calendar year, the employee shall be eligible for overtime pay in accordance with Section 4 for future hours worked in excess of forty (40) during the employee's regular seven (7) day work schedule (Sunday through Saturday) for the remainder of the calendar year. On or about the last payroll cycle of each calendar year, the Village will buyout any earned but unused compensatory time off at the employee's existing hourly rate of pay.

An employee's use of accumulated compensatory time shall be scheduled at the mutual convenience of the employee and the Director of Public Works or their designee.

Section 6. Changes in Regular Work Day or Regular Work Schedule. Should it be necessary in the Village's judgment to establish a schedule departing from the regular work day or the regular work cycle, or to change the shift schedule of an employee or employees, the Village will give, if practicable, at least twenty-four (24) hours advance notice of such change to all employees directly affected by such change. The Village will not exercise its authority under this section in an arbitrary and capricious manner.

Section 7. Call In Pay. Except as otherwise provided herein, if the Village requires an employee to work outside their normal hours of work (i.e., hours not contiguous to their normal shift or within two (2) hours of their start time), then such employee shall receive a minimum of two (2) hours pay or pay for the actual time worked, whichever is greater.

If an employee is called outside of their working hours and resolves a public works related problem via phone, then such employee shall receive one hour of pay for such work, and not the two (2) hour minimum described herein. No compensation shall be due under this Section in the event an employee receives a call by mistake, or is unable to resolve the underlying problem via phone.

This section shall not be applicable to scheduled overtime.

Section 8. On Call Status Pay. If the Village specifically designates an employee or employees to remain in an on call status outside of their assigned hours of work and requires such employee(s) to carry an electronic device or Village issued phone for such purpose, then each such employee shall be paid Two Dollars (\$2.00) per hour for each hour the employee remains in an on call status. Time spent by an employee in an “on call status” shall not be considered hours worked under this Agreement.

Section 9. On-Call Selection Process. All Water Division and Street Division employees will be included in the annual selection of on-call weeks. No employee can take two consecutive weeks of on-call unless specifically allowed by the Director.

Selection will be made in order of seniority:

- a) Week 1 Selection – Seniority list top to bottom;
- b) Week 2 Selection – Seniority list top to bottom;
- c) Week 3 Selection – Seniority list bottom to top.

Section 10. No Pyramiding. Compensation shall not be paid nor compensatory time taken more than once for the same hours under any provision of this Article or Agreement. There shall be no pyramiding of overtime or premium compensation rates.

Section 11. Differential Pay. Bargaining unit employees temporarily assigned to a position outside of and higher than, their current pay range shall receive a 5% temporary pay differential while performing out-of-range duties. Such assignments will be determined solely by the Village and must be for a minimum duration of two consecutive workweeks.

Bargaining unit employees who are appointed as temporary supervisors will perform all supervisory functions, other than administering discipline.

Section 12. Remote Monitoring. Bargaining unit employees may, at their option, resolve emergency call-outs either by coming in to physically check the system or by connecting to the system via a laptop computer link. Employees who respond to alarms via the laptop computer link, shall receive a minimum of 1 hour of pay or the actual time worked, whichever is greater, at 1.5 times their straight hourly rate.

There will be no pyramiding of call-in pay. Employees who respond to emergencies via the laptop link shall not be eligible for the Call In Pay provision in Article 6, Section 7 of the collective bargaining agreement. However, should an employee, upon connecting to the system via the laptop, determine that an on-site response is necessary, then that employee would be eligible for the minimum Call In Pay, as provided in Article 6, Section 7, plus the actual time spent online, but not the minimum pay provided in the paragraph above.

Bargaining unit employees who monitor the water system on weekends and holidays via the laptop computer link may do so up to three (3) times per day without prior authorization from their immediate supervisor. Prior authorization is required for additional monitoring, unless they

are responding to an emergency alarm or call. Such self-initiated monitoring will be compensated at a minimum of a ½- hour pay or the actual time worked, whichever is greater, at 1.5 times their straight hourly rate. Such employees shall not be eligible for the Call In Pay provision in Article 6, Section 7 of the collective bargaining agreement.

ARTICLE VII

GRIEVANCE PROCEDURE

Section 1. Definition. A “grievance” is defined as a dispute or difference of opinion raised by an employee against the Village involving an alleged violation of an express provision of this Agreement.

Section 2. Procedure. The parties acknowledge that it is usually most desirable for an employee and their immediate supervisor to resolve problems through free and informal communications. If, however, the informal process does not resolve the matter, the grievance will be processed as follows:

STEP 1: Any employee who has a grievance shall submit the grievance in writing to the employee’s immediate non-bargaining unit supervisor, specifically indicating that the matter is a grievance under this Agreement. The grievance shall contain a complete statement of the facts, the provision or provisions of this Agreement which are alleged to have been violated, and the relief requested. All grievances must be presented no later than six (6) days from the date of the first occurrence of the matter giving rise to the grievance or within six (6) days after the employee, through the use of reasonable diligence, could have obtained knowledge of the first occurrence of the event giving rise to the grievance. The immediate supervisor shall render a written response to the grievant within seven (7) calendar days after the grievance is presented.

STEP 2: If the grievance is not settled at Step 1 and the employee wishes to appeal the grievance to Step 2 of the grievance procedure, it shall be submitted in writing to the Director of Public Works or their designee within seven (7) days after receipt of the Village’s answer at Step 1. The grievance shall specifically state the basis upon which the grievant believes the grievance was improperly denied at the previous step in the grievance procedure. The Director of Public Works, or their designee, shall investigate the grievance and, in the course of such investigation, shall offer to discuss the grievance within ten (10) days with the grievant and an authorized representative of the Union at a time mutually agreeable to the parties. If no settlement of the grievance is reached, the Director of Public Works, or their designee, shall provide a written answer to the grievant and the Union within seven (7) days following their meeting.

STEP 3: If the grievance is not settled at Step 2 and the Union desires to appeal, it shall be referred by the Union in writing to the Village Manager within seven (7) days after receipt of the Village’s answer at Step 2. Thereafter, the Village Manager or their designee and other appropriate individual(s) as desired by the Village Manager, shall meet with the grievant and a Union representative within ten (10) days of receipt of the grievant’s appeal, if at all possible. If no agreement is reached, the Village Manager or designee shall submit a written answer to the grievant and Union within ten (10) days following the meeting.

Section 3. Arbitration. If the grievance is not settled in Step 3 and the Union wishes to appeal the grievance from Step 3 of the grievance procedure, the Union may refer the grievance to arbitration, as described below, within fifteen (15) days of receipt of the Village's written answer as provided to the Union at Step 3:

(a) The parties shall attempt to agree upon an arbitrator within ten (10) days after receipt of the notice of referral. In the event the parties are unable to agree upon the arbitrator within said ten (10) day period, the parties shall jointly request the Federal Mediation and Conciliation Service or the American Arbitration Association to submit a panel of five (5) arbitrators. Each party retains the right to reject one panel in its entirety and request that a new panel be submitted. Both the Village and the Union shall have the right to strike two (2) names from the panel. The party requesting arbitration shall strike the first two names; the other party shall then strike two names. The person remaining shall be the arbitrator.

(b) The arbitrator shall be notified of their selection and shall be requested to set a time and place for the hearing, subject to the availability of Union and Village representatives.

(c) The Village and the Union shall have the right to request the arbitrator to require the presence of witnesses or documents. The Village and the Union retain the right to employ legal counsel.

(d) The arbitrator shall submit their decision in writing within thirty (30) calendar days following the close of the hearing or the submission of briefs by the parties, whichever is later.

(e) More than one grievance may be submitted to the same arbitrator where both parties mutually agree in writing.

(f) The fees and expenses of the arbitrator and the cost of a written transcript, if any, shall be divided equally between the Village and the Union; provided, however, that each party shall be responsible for compensating its own representatives and witnesses.

Section 4. Limitations on Authority of Arbitrator. The arbitrator shall have no right to amend, modify, nullify, ignore, add to, or subtract from the provisions of this Agreement. The arbitrator shall consider and decide only the question of fact as to whether there has been a violation, misinterpretation or misapplication of the specific provisions of this Agreement. The arbitrator shall be empowered to determine the issue raised by the grievance as submitted in writing at the Second Step. The arbitrator shall have no authority to make a decision on any issue not so submitted or raised. The arbitrator shall be without power to make any decision or

award which is contrary to or inconsistent with, in any way, applicable laws, or of rules and regulations of administrative bodies that have the force and effect of law. The arbitrator shall not in any way limit or interfere with the powers, duties and responsibilities of the Village under law and applicable court decisions. Any decision or award of the arbitrator rendered within the limitations of this Section shall be final and binding.

Section 5. Time Limit for Filing. No grievances shall be entertained or processed unless it is submitted at Step 1 within six (6) calendar days after the first occurrence of the event giving rise to the grievance or within six (6) calendar days after the employee, through the use of reasonable diligence, could have obtained knowledge of the first occurrence of the event giving rise to the grievance.

If a grievance is not presented by the employee within the time limits set forth above, it shall be considered “waived” and may not be pursued further. If a grievance is not appealed to the next step within the specific time limit or any agreed extension thereof, it shall be considered settled on the basis of the Village’s last answer. If the Village does not answer a grievance or an appeal thereof within the specified time limits, the aggrieved employee may elect to treat the grievance as denied at the step and immediately appeal the grievance to the next step. The parties may by mutual agreement in writing extend any of the time limits set forth in this Article.

Section 6. Miscellaneous. No member of the bargaining unit who is serving in acting capacity shall have any authority to respond to a grievance being processed in accordance with the grievance procedure set forth in this Article. Moreover, no action, statement, agreement, settlement, or representation made by any member of the bargaining unit shall impose any obligation or duty to be considered to be authorized by or binding upon the Village unless and until the Village has agreed thereto in writing.

Section 7. Exclusivity of Grievance Procedure. The grievance procedure set forth in this Article shall be the sole and exclusive means for discussing and processing items subject to the grievance procedure.

ARTICLE VIII

NO STRIKE-NO LOCKOUT

Section 1. No Strike. During the term of this Agreement, neither the Union nor any officers, agents or employees covered by this Agreement will instigate, promote, sponsor, engage in, or condone any strike, sympathy strike, slowdown, sitdown, concerted stoppage of work, concerted refusal to perform overtime, concerted, abnormal and unapproved enforcement procedures or policies or work to the rule situation, mass resignations, mass absenteeism, picketing or any other intentional interruption or disruption of the operations of the Village, regardless of the reason for so doing. Any or all employees who violate any of the provisions of this Article may be discharged or otherwise disciplined by the Village. Each employee who holds the position of officer or steward of the Union occupies a position of special trust and responsibility in maintaining and bringing about compliance with the provisions of this Article. In addition, in the event of a violation of this Section of this Article the Union agrees to inform its members of their obligations under this Agreement and to direct them to return to work.

Section 2. No Lockout. The Village will not lock out any employees during the term of this Agreement as a result of a labor dispute with the Union.

Section 3. Judicial Restraint. Nothing contained herein shall preclude the Village or the Union from obtaining judicial restraint and damages in the event the other party violates this Article.

ARTICLE IX

SENIORITY AND TRAINING PERIOD

Section 1. Definition of Seniority. Seniority shall be based on the length of time from the last date of beginning continuous full-time employment in any position covered by this Agreement, less adjustments for layoff or approved leaves of absence without pay.

Section 2. Training Period. All new employees and those hired after loss of seniority shall be considered employees in training period until they complete a training period of six (6) months of actual work. The Village may, at its sole discretion, extend any employee's training period for up to an additional six (6) months of actual work. During an employee's training period, the employee may be suspended, laid off or terminated at the sole discretion of the Village. No grievance shall be presented or entertained in connection with the suspension, layoff or termination of an employee in their training period.

There shall be no seniority among employees in training. Upon successful completion of the training period, an employee shall acquire seniority which shall be retroactive to the last date of hire with the Village in a position covered by this Agreement.

Regardless of the length of the training period, the Village may agree to allow an employee up to twelve months from the date of hire to secure any licenses or certifications that are required for the job classification. Unless the Village agrees to an extension of time due to unique circumstances (e.g., unavailability of testing resources due to no fault of the employee's, etc.), the failure to obtain such license or certification shall result in termination of employment, regardless of whether the employee has or has not completed their training period.

Section 3. Training Period Following Promotion. If an employee is promoted from one bargaining unit position to another, the employee will be considered an employee in training period for the first six (6) months of actual work performed by the employee following the

effective date of the promotion. During this training period, the Village retains the right to demote or transfer such employee with or without cause.

Section 4. Seniority List. On or before January 15th of each new calendar year, the Village will post and provide the Union Steward with a seniority list setting forth each employee's seniority date. The Village shall not be responsible for any errors in the seniority list unless such errors are brought to the attention of the Village in writing within fourteen (14) calendar days after the Union's receipt of the list.

Section 5. Layoffs. If the Village in its discretion determines that a layoff of an employee or employees within a position classification is necessary, then the Village will normally consider skill and ability when deciding which employee or employees to layoff. If skill and ability are equal between two (2) affected employees, then seniority shall be the determining factor.

Non-training period employees who are laid off pursuant to the above paragraph shall be placed on a recall list for a maximum period of one year following the date of layoff. If there is a recall, employees who are still on the recall list shall be recalled, in the inverse order of their layoff, provided they are presently qualified to perform the work in the job classification to which they are recalled without further training. An employee may only be recalled to the same or a lower paying bargaining unit job classification. If an employee is recalled to a lower paying job classification, the employee shall be compensated at the rate of pay applicable to such job classification. The Employer shall not hire new employees in bargaining unit positions from which employees have been laid off as long as there are still eligible employees on the recall list who are presently qualified to perform the work in the affected job classification who are willing to be recalled to said classification.

It shall be the responsibility of an employee on the recall list to provide the Employer with an address to which a recall notice can be sent. Any employee who declines a recall under this Section shall forfeit further recall rights.

Section 6. Termination of Seniority. Seniority and the employment relationship shall be terminated for all purposes if the employee:

- a) quits;
- b) is discharged;
- c) retires or is retired;
- d) fails to report for work within seventy-two (72) hours after the conclusion of an authorized leave of absence;
- e) is laid off and fails to notify the Village of their intent to return to work within three (3) days after receiving notification of recall or fails to report to work within ten (10) calendar days after receiving notification of recall;
- f) is laid off for a period in excess of one year;
- g) does not perform work for the Village (except for military service or a proven work-related injury compensable under worker's compensation) for a period in excess of one year, unless the employee remains on an approved unpaid leave of absence; or
- h) is absent for three (3) or more consecutive working days without notifying the Village.

ARTICLE X

LEAVES OF ABSENCE

Section 1. Personal Business Days. Full-time employees on the active payroll shall earn personal business days as follows: one day as of January 1, one day as of May 1 and one day as of September 1. Such an employee may earn up to three (3) personal business days annually. Personal business days earned under this Section must be taken during the same calendar year during which they are earned. Unused personal business days may not be carried over into a subsequent calendar year. Personal business days may only be used in increments of two (2) hours or more, unless otherwise authorized by the Director of Public Works or their designee. No employee may utilize any personal business leave without the prior approval of the Director of Public Works or their designee.

Section 2. Funeral Leave. In the event of a death in the immediate family of an employee, the employee shall be granted up to three (3) consecutive work days as paid funeral leave if the employee attends the funeral. For purposes of this Section, an employee's immediate family shall include an employee's current spouse, child (includes step or adopted), grandchild, parent, step-parent, sister, brother, stepsister, stepbrother, mother-in-law, father-in-law or grandparent. Leave beyond such three (3) days may, upon approval of the Director of Public Works or their designee, be taken if charged to an employee's accumulated personal days, vacation or compensatory time.

An employee shall be granted one (1) work day of paid funeral leave if the employee attends the funeral of their spouse's grandparent.

An employee shall provide satisfactory evidence of the death of a member of the immediate family if so requested by the Village.

Section 3. Jury Leave. Any employee who is summoned to serve on a jury or grand jury shall be excused from work without loss of regular straight-time pay for the days or portions thereof on which the employee must be present for such jury service and on which the employee would otherwise have been scheduled to work. The employee shall submit a certificate evidencing that they appeared and served as a juror. The employee shall remit any witness fees or jury service fees to the Village in order to receive pay for such jury service. An employee may retain, however, any jury duty funds specifically designated as reimbursement for travel expenses.

Section 4. Military Leave. Leave for active duty in the U.S. Armed Forces, Military Reserve duty or National Guard duty shall be granted in accordance with applicable law.

Section 5. Sick Leave. Paid sick leave is earned at the rate of one (1) work day for each completed month the employee is on the active payroll. Employees receiving workers' compensation benefits for a compensable injury may continue to accrue sick leave for a period not to exceed six (6) months. Paid sick leave may only be used for personal illness or illness in an employee's immediate family which necessitates the absence of the employee from work. For purposes of this Section, an employee's immediate family shall only include the employee's spouse, child, or parent. To be considered eligible for paid sick leave under this Section, an employee must notify or cause the notification of their supervisor by telephone or messenger at least one (1) hour prior to their starting time. If an employee fails to provide such notice, then their absence shall be considered an absence without pay and may subject the employee to discipline, as well. Exceptions to the notification requirements set forth in this Section may be made at the discretion of the Village.

Sick employees are expected to remain at home unless hospitalized or visiting a doctor. Unfortunately, sick leave abuse sometimes occurs. The Village and the Union agree that sick leave abuse is a very serious offense which constitutes cause for disciplinary action.

Sick leave shall be used in no less an increment than two (2) hours, unless otherwise authorized by the Director of Public Works or their designee. Any employee who is dismissed, laid off or otherwise terminates their employment with the Village forfeits all accrued sick leave benefits.

As a condition to eligibility for paid sick leave under this Section, the Village may require, at its discretion, any employee to submit a physician's certification of illness when the employee has been off sick for three (3) consecutive work days; has had repeated illnesses of shorter periods; calls in sick on the day of, before or after a holiday; or in such other circumstances as may be deemed appropriate by the Director of Public Works or the Human Resource Director. The Village also reserves the right, at its discretion, to require an employee utilizing sick leave to submit at any time during such leave to an examination by a doctor designated by the Village, at the Village's expense.

Except as otherwise noted herein, regular sick leave may be accumulated up to a total of not more than one hundred twenty (120) work days per employee.

Section 6. Major Illness Bank. When an employee's regular accrued sick leave balance reaches the one hundred twenty (120) day limit stated above, additional accrued sick leave days shall be credited to an employee's "major illness bank". The major illness bank shall also have a limit of one hundred twenty (120) work days. Sick leave days accrued in this major illness bank shall only be used when: (a) the employee himself/herself is stricken with a major illness as determined by the Village; (b) has exhausted all of their regular sick leave days; and (c) use of

sick leave days from the major illness bank is specifically authorized by the Village Manager. Under no circumstances shall sick leave days accumulated in the major illness bank be used for incidental or occasional illnesses. Sick leave may only be accrued into the major illness bank while an employee's regular sick leave benefit days have reached the one hundred twenty (120) day maximum described above.

Section 7. Non-Work Related Injury, Disability or Illness. When a non-training period employee suffers a non-work related injury, disability or illness, and exhausts all of their accrued benefit time (including sick leave, vacation, compensatory time and personal business days), the employee may apply to the Village Manager for a temporary unpaid disability leave. Approval or disapproval of such a request shall be at the Village's sole discretion. The Village retains the sole right to determine the duration, terms and conditions of any such temporary unpaid disability leave. If an employee is not granted a temporary unpaid disability leave under this Section following the employee's exhaustion of all such accrued leave benefits, then the employment relationship between the Village and the employee may be terminated for all purposes, and the employee shall not have any recall rights. If the Village approves a temporary unpaid disability leave, then while on such a leave an employee may be afforded the opportunity to continue their coverage under any existing group health, dental and/or life insurance programs then in effect, subject to the specific provisions of the applicable insurance programs or plans.

If an employee is deemed by the Village to be permanently disabled and/or unable to perform the duties of their regular position as the result of an off-the-job injury, disability or illness, then the employee shall be terminated effective as of the date of such decision by the Village Manager. Under such circumstances, any unused accrued vacation or personal days will be paid to the employee upon their termination.

No employee who is on a temporary unpaid disability leave shall be eligible to earn any benefits during the period of the leave, including but not limited to, sick leave, vacation, compensatory time, personal business and/or holidays.

Section 8. Special Leaves Without Pay. An employee may, upon written request to the Director of Public Works, be granted at the Village's sole discretion a special unpaid leave of absence under such terms and conditions as the Village may establish.

Section 9. Unauthorized Absence. Any unauthorized absence from work during assigned work hours shall be grounds for disciplinary action. An absence of three (3) or more consecutive work days without notification by an employee to their immediate non-bargaining unit supervisor shall be considered an abandonment of position and shall result in the automatic termination of the employment relationship.

Section 10. Non-employment Elsewhere. A leave of absence will not be granted to enable an employee to try for or accept employment elsewhere or for self-employment. Any employee who engages in such employment elsewhere (including self employment) while on any leave of absence provided in this Article or Agreement may be immediately terminated by the Village.

ARTICLE XI

VACATIONS

Section 1. Vacation Leave. An employee shall be eligible for paid vacation time after the completion of their training period with the Village. Eligible employees shall accrue vacation leave each payroll period based upon the following schedule:

<u>Years of Continuous Service</u>	<u>Annual Vacation Leave</u>
1 through 5 years	80 hours
6 through 12 years	120 hours
13 years or more	160 hours

Section 2. Vacation Eligibility. In order to be eligible to earn vacation leave during a given payroll period, the employee must be on the active payroll and must actually work at least one-half (1/2) of their regularly scheduled hours in such payroll period. If an employee remains on the active payroll but is receiving worker's compensation for a compensable injury, then such employee may continue to accrue paid vacation leave for a period not to exceed six (6) months from the date of the employee's injury. If an employee remains in any type of unpaid pay status (excluding leave pursuant to the Family and Medical Leave Act) for five (5) or more consecutive work days, then such employee shall not be eligible to earn any further vacation leave so long as they remain in any type of unpaid pay status.

Section 3. Vacation Pay. Vacation pay shall be paid at the rate of the employee's regular straight-time hourly rate of pay in effect for the employee's regular job classification on the pay day immediately preceding the employee's vacation.

Section 4. Vacation Scheduling. Vacations shall be scheduled insofar as practicable at times desired by each employee, with the determination of preference being made on the basis of an employee's length of continuous service. It is expressly understood that the final right to designate all vacation periods and the maximum number of employee(s) who may be on vacation

at any time is exclusively reserved by the Village Public Works Director in order to ensure the orderly performance of services provided by the Village.

Section 5. Vacation Accumulation. An employee must utilize vacation time during the year in which it is earned, provided that an employee may carryover up to one half of the hours earned the prior year, not to exceed eighty (80) hours, for use during the new calendar year.

Unused vacation time will be forfeited if it is not used during the year in which it is earned, or the specific extension period described herein. An employee may not utilize vacation before it has actually been accrued.

Section 6. Pay Upon Termination. Employees shall receive compensation for all earned, unused vacation as of the employee's date of termination.

ARTICLE XII

HOLIDAYS

Section 1. Designation of Holidays. The following days shall be considered paid holidays during the term of this Agreement:

New Year's Day (January 1st)
Presidents Day (Third Monday in February)
Memorial Day (Last Monday in May)
Independence Day (July 4th)
Labor Day (First Monday in September)
Thanksgiving Day (Fourth Thursday in November)
Friday After Thanksgiving
Christmas Eve Day (December 24th)
Christmas Day (December 25th)

If a holiday falls on a Sunday, the following Monday shall be observed as the holiday. If a holiday falls on a Saturday, the previous Friday shall be observed as the holiday.

Section 2. Eligibility Requirements. In order to be eligible for holiday pay, an employee must work in the week in which the holiday falls and must work their full scheduled working day immediately preceding and immediately following the holiday unless proof of sickness or excusable absence is established to the satisfaction of the Director of Public Works. Employees who are suspended, who are on disability leave (excluding leave pursuant to the Family and Medical Leave Act), who are on pension, or any other inactive payroll status shall not be eligible for holiday pay.

Section 3. Pay for Holiday Work. If the Village requires an employee to work on a recognized holiday, then said employee shall be paid two (2) times their regular straight-time hourly rate of pay for all hours worked on said holiday. For the purposes of this section only, recognized holidays are designated as follows: New Years Day (January 1), Presidents Day (third Monday in February), Memorial Day (last Monday in May), Independence Day (July 4), Labor Day (first Monday in September), Thanksgiving Day (fourth Thursday in November),

Friday after Thanksgiving Day, Christmas Eve (December 24), and Christmas Day (December 25). In addition, if the holidays designated above fall on the same day as the Village observed holiday, the employee shall receive their regular holiday pay, providing the employee meets the eligibility requirements under Section 2 of this Article.

ARTICLE XIII

WAGESSection 1. Wage Adjustments.

Retroactive to May 1, 2026, each employee who has received a “meets standards” or above performance rating on their most recent preceding performance evaluation will move one step on Schedule A, attached. Employees who do not receive a “meets standards” rating or above will not be eligible for a step increase. Schedule A also includes a 3.5% cost of living increase, which employees on the schedule will receive. Employees who are already at the top of the schedule and receive a “meets standards” or above rating shall receive a lump sum distribution equal to two (2%) percent of their base pay in lieu of a step increase, which said amount shall not be added to base pay.

Effective May 1, 2027, or upon execution of this agreement, whichever is later, each employee who has received a “meets standards” or above performance rating on their most recent preceding performance evaluation will move one step on Schedule A, attached. Employees who do not receive a “meets standards” rating or above will not be eligible for a step increase. Schedule A also includes a 3.25% cost of living increase, which employees on the schedule will receive. Employees who are already at the top of the schedule and receive a “meets standards” or above rating shall receive a lump sum distribution equal to two (2%) percent of their base pay in lieu of a step increase, which said amount shall not be added to base pay.

Effective May 1, 2028, or upon execution of this agreement, whichever is later, each employee who has received a “meets standards” or above performance rating on their most recent preceding performance evaluation will move one step on Schedule A, attached. Employees who do not receive a “meets standards” rating or above will not be eligible for a step increase. Schedule A also includes a 3.25% cost of living increase, which employees on the

schedule will receive. Employees who are already at the top of the schedule and receive a “meets standards” or above rating shall receive a lump sum distribution equal to two (2%) percent of their base pay in lieu of a step increase, which said amount shall not be added to base pay.

There shall be no wage adjustments or step movement during negotiations for a successor agreement or reopener negotiations.

Notwithstanding the foregoing, no more than once during the term of this Agreement, the Village reserves the right to defer any annual cost of living adjustment under this Section by up to six (6) months, due to a reduction or delay in receipt of anticipated revenues, including Local Government Distributive Fund monies, or any other financial exigency, as determined by the Village, provided such deferral is made for non-represented Village employees as well. Upon the expiration of the deferral period, all bargaining unit employees will be made whole within thirty days.

Section 2. New Hires/Reclassifications. The Village retains the sole right to determine the starting hourly rate or step placement for any employee hired, promoted or voluntarily reclassified after the date this Agreement becomes effective. In addition, an employee subsequently promoted from one bargaining unit classification to another will be moved to the same step for the promoted position, *e.g.* a BM Worker I at step 2 who is promoted to a BM Worker II will be placed at step 2 for the BM Worker II position.

Section 3. Arborist Pay. If the Village hires an employee who is or becomes a certified arborist and specifically assigns such employee to regularly perform arborist work, then such employee shall be paid an additional \$1.50 per hour, and provided that no more than one bargaining unit employee will be eligible for pay under this Section.

Section 4. Language Proficiency Pay. Bargaining Unit Members shall be eligible to receive language proficiency pay as set forth in Village policy, as may be changed from time to time.

Section 5. Wage Rates Affected by Market Conditions. In addition to the wage increases provided for in the 2026-2029 collective bargaining agreement, the Village may provide additional wage increases to any or all bargaining unit employees, provided that if the Village determines that an employee's wage rate needs to be increased due to market conditions, the Village will provide the same or similar increase to employees in the same job classification and division who the Village determines are likewise under-paid. Such adjustments by the Village may include increases to minimum and maximum hourly rates for job classifications.

ARTICLE XIV

INSURANCE

Section 1. Hospitalization, Medical, Dental and Life Insurance Coverage. The Village maintains a group medical, major medical and hospital insurance program for all regular full-time employees of the Village. The Village shall provide group comprehensive major medical and hospital insurance for all employees covered by this Agreement and their eligible dependents as prescribed within the terms and conditions of the policy in effect and the conditions listed below. Coverage is effective on the first day of the second month following the first day of work. The Village reserves the exclusive right to alter or amend group medical insurance based on changes in coverage or insurance cost. However, employees covered by this Agreement will, during the term of this Agreement receive identical coverage provided to all other non-bargaining unit , covered full-time Village employees, , as the same may be changed from time to time. Open enrollment notices shall be posted on the Public Works bulletin board, or otherwise distributed to employees.

Section 2. Insurance Cost Allocation. During the term of this Agreement, each employee shall pay the same monthly premium or rate established for employee hospitalization and medical insurance under the applicable plan as the amount paid by other non-bargaining unit, covered full-time Village employees, as the same may be changed from time to time. In the alternative, if an employee elects hospitalization and medical insurance coverage for the employee's eligible dependents, then the employee shall pay the same monthly premium or rate established for family coverage, i.e., the employee and the employee's eligible dependents, under the applicable plan as the amount paid by other non-bargaining unit, covered full-time Village employees, as the same may be changed from time to time. If an employee elects dental insurance coverage provided under Section 1 for their eligible dependents, the employee shall

continue to pay 50% of the monthly premium or rate for such coverage. The Employer will pay the full premium for life insurance coverage provided under Section 1 of this Article.

The amount of the employee's contributions required under this Section shall be deducted from the employee's pay check. Employee contributions required under this Section shall be in addition to employee deductibles or cost sharing required under the applicable Village insurance plan.

Section 3. Cost Containment. The Village reserves the right to maintain or institute cost containment measures relative to insurance coverage so long as the basic level of insurance benefits remains the same as those provided to other non-bargaining unit, covered full-time Village employees. Such changes may include, but are not limited to, mandatory second opinions for elective surgery, pre-admission and continuing admission review, prohibition on weekend admissions except in emergency situations, bounty clause, and mandatory out-patient elective surgery for certain designated surgical procedures.

Section 4. Terms of Insurance Policies to Govern. The extent of coverage under the insurance policies or plans referred to in Section 1 of this Article shall be governed by the terms and conditions set forth in said policies or plans. Any questions concerning coverage shall be resolved in accordance with the terms and conditions in said policy or plan and shall not be subject to the grievance procedure set forth in this Agreement; provided, however, any employee who has a question concerning coverage may present it to the Human Resources Director who shall advise the employee of the status of the matter.

ARTICLE XV

UNIFORMS AND EQUIPMENT

Section 1. Uniforms. If an employee is required to wear a uniform, then the Village will provide such uniform to the employee upon initial hire. Thereafter, the Village shall provide replacement uniforms and equipment to the employee, as determined necessary by the Director of Public Works or their designee. Except as otherwise provided herein, an employee shall be responsible for the care and cleaning of any uniforms and equipment provided by the Village. The Village will be responsible for cleaning uniforms provided to employees in the position classification of Mechanic.

The need for a uniform, and the definition of a uniform, shall be determined exclusively by the Director of Public Works or their designee. All uniforms or equipment purchased by the Village shall remain the property of the Village. Any or all employees who fail to report to work in a presentable manner or in accordance with uniform standards set by the Director of Public Works may be sent home without pay for the day, and shall be subject to additional discipline for repeat offenses.

If an employee has a fitness problem with their uniform or personal protective equipment (PPE), they shall inform the Village of that fact. To the extent practicable, the Village will attempt to provide a suitable fitting uniform or PPE for such employee, through alterations or contacting alternate vendors or other means.

Section 2. Safety Shoe Program. Once each fiscal year, an employee covered by this Agreement shall be afforded an opportunity to purchase one (1) pair of safety shoes from a vendor selected by the Village, or a vendor selected by the employee so long as the safety shoes meet requirements set by the Village. Effective with the May 1, 2014 fiscal year, the Village will pay up to One Hundred Seventy Five Dollars (\$175.00) each fiscal year, towards the cost of

an employee's safety shoes. The Village reserves the right to require any or all employees to wear safety shoes during working hours, including call out situations. Employees are required to maintain their safety shoes in a reasonable fashion.

The Village will replace safety shoes purchased under this Section during a fiscal year if they are damaged in the line of duty. This determination shall be made exclusively by the Public Works Director.

If an employee resigns or is terminated prior to completion of their training period, then such employee must reimburse the Village for the safety shoe purchase allowance provided for under this Section.

Section 3. Tool Insurance. The Village will continue to pay the cost of obtaining insurance for tools owned by employees whose regular job classification is "mechanic." The extent of coverage under any tool insurance policy obtained by the Village shall be governed by the terms and conditions set forth in said policy. Any questions concerning coverage shall be resolved in accordance with the terms and conditions in said policy, and shall not be subject to the grievance procedure set forth in this Agreement.

Section 4. Tool Allowance. January 1st of each new calendar year, each employee in the job classification of Mechanic shall receive a Five Hundred Dollars (\$ 500.00) tool allowance for the calendar year. The employee shall apply this allowance towards the purchase of those personal tools necessary for the employee to perform their job duties as a Mechanic. All tool purchases must be approved by the Fleet Supervisor. These funds must be used within the same calendar year. Any unused funds will be forfeited on December 31st.

Section 5. Prescription Safety Glasses. Once every three years, commencing May 1, 2004, the Village will reimburse an employee for fifty percent (50%) of the actual cost of one

pair of approved prescription safety glasses. Such safety glasses must then be worn at all times during work hours by the employee.

The Village will replace or repair one pair of prescription safety glasses purchased under this Section during a fiscal year if they are damaged in the line of duty. This determination shall be made exclusively by the Public Works Director.

ARTICLE XVI

MISCELLANEOUS

Section 1. Effects of Layoff. During the term of this Agreement, if the Village exercises its discretion to layoff an employee, then the employee shall be afforded an opportunity to maintain the medical insurance in effect at the time they are laid off by paying, in advance, the full applicable monthly premium for their individual insurance coverage. If an employee opts to maintain their medical insurance under this section, then such employee shall be permitted to continue the insurance coverage for a period of up to eighteen (18) months from the date of layoff. Employee rights and benefits under this section are subject to the terms and conditions of the applicable insurance policy or plan.

Section 2. Physical Fitness Program. In order to maintain and improve efficiency in the Public Works Department, to protect the public and to reduce insurance costs and risks, the Village may establish a physical fitness program, which shall include individualized goals. While employees may be required to participate in any such program, no employee will be disciplined for failure to meet any goals that may be established as long as the employee makes a good-faith effort to meet such goals. Before any such program is implemented, the Village shall review and discuss the program at a meeting of the labor management committee.

Section 3. Tuition Reimbursement. During the term of this Agreement, the Employer will continue to provide a tuition reimbursement program to eligible bargaining unit employees. The tuition reimbursement program shall be the same as the program offered by the Village to other non-represented, non-professional employees, as the same may be changed from time to time by the Village. To be eligible for any benefits under the program, an employee's participation must be approved in advance by the Village Manager or their designee.

Section 4. Attendance at Conferences. If an employee receives advance approval from the Director of Public Works to attend a conference, seminar, technical meeting and/or training program, then the employee may be paid by the Village for time spent at such a meeting, but only at the employee's straight-time hourly rate for hours the employee would otherwise have worked in their regular work schedule.

Section 5. Physical Examination. If, at any time, there is any question concerning an employee's fitness for duty, or fitness to return to duty following a layoff or leave of absence of five (5) or more days, the Village may require, at its expense, that the employee have a physical and/or psychological examination by a qualified and licensed physician or other medical expert designated by a physician selected by the Village. The Village Manager may subsequently require an employee to conform to the recommendations of the physician or the physician's designee as a condition of continued employment. If a physician (or their designee) selected by the Village shall determine that an employee is unfit to perform the duties of their position, the Village Manager may, at their discretion, place the employee on a temporary unpaid disability leave as described in Article X, Section 7.

Section 6. Light Duty. The Village may require an employee who is on a paid or unpaid leave of absence, or receiving workers' compensation benefits, to return to work in an available light duty assignment that the employee is qualified to perform, provided that the Village's physician has determined that the employee is physically able to perform the light duty assignment in question without significant risk that such return to work will aggravate any pre-existing injury and that there is a reasonable expectation that the employee will be able to assume full duties and responsibilities within four (4) months. The terms and conditions of the light duty assignment, including wages and hours, shall be determined exclusively by the Village

Manager or their designee. It is agreed that a light duty assignment need not necessarily be confined to the Village Public Works Department. Generally, a light duty assignment under this Section shall not exceed ninety (90) days. The Village reserves the right to terminate any light duty assignment at an earlier time if the Village's physician determines that an employee is capable of returning to their normal job duties.

If an employee returns or is required to return to work in a light duty assignment and the employee is unable to assume full duties and responsibilities within one hundred twenty (120) days, the Village retains the right to terminate the employee's light duty assignment.

Nothing herein shall be construed to require the Village to create a light duty assignment for an employee. Employees will only be assigned light duty assignments when the Village determines that the need exists and only as long as such need exists.

Nothing in this Section shall effect the statutory rights of the Illinois Municipal Retirement Fund in dealing with an employee on a disability pension.

Section 7. Outside Employment. No employee shall be employed by an employer other than the Village, nor shall they contract for or accept anything of value in return for services, nor shall they otherwise be self-employed for remuneration, without the prior written approval of the Director of Public Works or their designee. If an employee desires to hold an outside job, including self-employment, the employee shall apply in writing to the Director of Public Works for approval. (Also, an employee, upon request, shall verify previously approved outside employment.) In addition, the employee shall promptly notify the Village, in writing, of any significant change in any outside or secondary employment, e.g., a different employer, significant increase in hours, change in duties, etc. Such application will normally be approved or denied within ten (10) working days after submission. If outside employment, including

self-employment, has previously been approved or permitted by the Village, and if it later appears that such outside employment may constitute a conflict of interest or may be infringing upon an employee's ability to perform their assigned duties for the Village, then the Village reserves the right to require an employee to discontinue such outside employment, including self-employment, as a condition of continued employment by the Village.

Section 8. Discipline. The Village shall not discharge any post-training period employee without cause. The Village shall not suspend any post-training period employee without pay for more than three (3) days during any twelve (12) month period without cause. The procedure set forth in Article VII (Grievance Procedure) shall be the sole and exclusive procedure for resolving any grievance or dispute involving an alleged violation of this section. It is expressly understood that the procedures set forth in Article VII (Grievance Procedure) completely replace (and are not in addition to) any appeal process of the Village Personnel Board or of any other Board, commission or agency of the Village, and further, that employees covered by this Agreement shall not have any recourse to any such appeal process with respect to any disciplinary matters.

A non-training period employee may grieve a suspension of three (3) days or less within a twelve (12) month period, but such a grievance shall not be subject to arbitration, i.e., the Village Manager's decision at Step 3 of the grievance procedure shall be final and binding upon the parties. Lesser forms of discipline shall not be subject to the grievance and arbitration procedure.

Section 9. Contracting Out. The Village reserves the right to contract out work. Except when an emergency situation (including natural and/or man-made disasters) exists, before the Village contracts out work which would result in the layoff of existing bargaining unit employees, the Village will notify the Union and offer the Union an opportunity to discuss the

matter before the date any existing bargaining unit employee is laid off as a direct result of such contracting out. Once the Union has been afforded the opportunity to discuss the matter, however, the Village retains the right to contract out the work.

Section 10. Job Posting. If there is a permanent vacancy in a bargaining unit position which the Village decides to fill, then a notice of such vacancy will be posted electronically on the Village's application system. During the posting period, the Village may temporarily fill the position. Any employee interested in applying for the vacancy must submit a timely electronic application on the Village's application system. Even though a job opening has been posted, the Village retains the final right to determine whether or not the opening should be filled, and by whom.

Section 11. Family and Medical Leave Act of 1993. The parties agree that the Employer may alter, adopt and enforce policies in compliance with the Family and Medical Leave Act of 1993 ("FMLA").

Section 12. Americans With Disabilities Act. The parties agree that the Employer may, notwithstanding any other provisions of this Agreement, take action that is in accord with what is legally permissible under the Americans With Disabilities Act ("ADA") in order to be in compliance with the ADA.

Section 13. Wellness Benefit Employees shall participate in the Village's annual wellness screening program. Upon confirmation of the employee's participation in the program, the employee shall receive the same rewards in recognition of their participation in the program as the Village's non-represented employees.

Section 14. Village Safety Committee. If an employee is directed to appear before the Village Safety Committee to answer questions which the employee reasonably believes may lead

to discipline of himself or herself, then such employee may, upon request, be accompanied by a Union representative.

Section 15. CDL Requirement. All bargaining unit employees shall obtain and maintain a valid Class B Illinois commercial drivers license (CDL) with an Air Brake endorsement as a term or condition of continued employment. In addition, all employees in the equipment operator classification or mechanic shall obtain and maintain a Class A CDL as a term of condition of continued employment. During the term of this Agreement, the Village will reimburse an employee for the fee paid to the State of Illinois Secretary of State for obtaining or renewing their CDL, and permit training and testing during regular work hours, and use of an available Village vehicle

Note: The Village may require a Class A CDL for new hires, or permit new hires up to 6 months to obtain such a license, at the Village's sole option.

Section 16. Personnel Files. The Village agrees to abide by the lawful requirements of the "Personnel Records Review Act," 820 ILCS 40/1 – 40/13 as amended. Any alleged violation of this Section shall not be subject to arbitration under Article VII of this Agreement.

Section 17. Drug and Alcohol Testing. The Village may require an employee to submit to a urinalysis test and/or blood tests if the Village determines there is reasonable individualized suspicion for such testing. Drug testing may also be required when an employee is directly involved in any work related incident which has resulted in personal injury or property damage. There shall be no random testing, except as legally required for persons who are required to hold a CDL in connection with their employment by the Village, or as otherwise agreed in a specific instance between an employee and the Village.

Use of proscribed (i.e., illegal) drugs at any time while employed by the Village, abuse of proscribed drugs, as well as having alcohol or proscribed drugs in the blood while on duty shall

be cause for discipline, including discharge. The Village shall continue to provide employees with an employee assistance program (EAP) similar to that which exists on the effective date of this Agreement.

Notwithstanding the foregoing, any and all bargaining unit employees shall be subject to random drug and alcohol testing consistent with the Department of Transportation rules governing drug and alcohol testing and/or implementation of the Omnibus Transportation Employee Testing Act of 1991 (Testing Act). The Village may take all steps necessary to comply with drug and alcohol testing required by the Testing Act.

A

ARTICLE XVII

SAVINGS CLAUSE

In the event any Article, section or portion of this Agreement should be held invalid and unenforceable by any board, agency or court of competent jurisdiction or by reason of any subsequently enacted legislation, such decision or legislation shall apply only to the specific Article, section or portion thereof specifically specified in the board, agency or court decision or subsequent litigation, and the remaining parts or portions of this Agreement shall remain in full force and effect.

ARTICLE XVIII

ENTIRE AGREEMENT

This Agreement, upon ratification, supersedes all prior practices and agreements, whether written or oral, unless expressly stated to the contrary herein, and constitutes the complete and entire agreement between the parties, and concludes collective bargaining for its term.

The Village and the Union, for the duration of this Agreement, each voluntarily and unqualifiedly waives the right, and each agrees that the other shall not be obligated, to bargain collectively with respect to any subject or matter referred to or covered in this Agreement, including the impact of the Village's exercise of its rights as set forth herein on wages, hours or terms and conditions of employment. This paragraph does not waive the right to bargain over any subject or matter not referred to or covered in this Agreement which is a mandatory subject of bargaining and concerning which the Village is considering changing during the term of this Agreement.

ARTICLE XIX

DURATION AND TERM OF AGREEMENT

Section 1. Termination in 2029. This Agreement shall be effective upon execution and shall remain in full force and effect until 11:59 p.m. on the 30th day of April, 2029. It shall be automatically renewed from year to year thereafter unless either party shall notify the other in writing at least sixty (60) days prior to the anniversary date that it desires to modify this Agreement. In the event that such notice is given, negotiations shall begin no later than forty-five (45) days prior to the anniversary date.

Notwithstanding any provision of this Article or Agreement to the contrary, this Agreement shall remain in full force and effect after the expiration date and until a new agreement is reached unless either party gives at least ten (10) days' written notice to the other party of its desire to terminate this Agreement, provided such termination date shall not be before the anniversary date set forth in the preceding paragraph.

In Witness Whereof the parties have hereunto set their hands and seals this ____ day of

_____, 2026.

TEAMSTERS LOCL 700

VILLAGE OF HANOVER PARK

By: _____
Village President

By: _____
Village Manager

Attest:

Village Clerk

Ramon D. Williams,
President.

Ramon D. Williams
Date 7.9.26

Robert V. Santana Jr.,
Secretary Treasurer.

Robert V. Santana Jr.
Date 07-09-2026

EXHIBIT 1

CHECKOFF AUTHORIZATION

I hereby authorize the Village of Hanover Park to deduct from my pay the uniform dues of Teamsters, Local 700 and to remit said amounts directly to the Union on my behalf. I understand that I may revoke this authorization at any time, by providing at least thirty (30) days advance written notice of the revocation to the Village.

Print Name

SignatureDate:

Schedule A
5/1/2026 to 4/30/2027

Steps	Maintenance Worker, BM Worker I, Groundskeeper, Automotive Technician, WW Operator Trainee	BM Worker II & Equipment Operator	Wastewater Treatment Operator & Water Supply Operator	Mechanic
Step 1	\$27.47	\$29.38	\$31.48	\$33.66
Step 2	\$28.55	\$30.54	\$32.67	\$34.96
Step 3	\$29.62	\$31.71	\$33.91	\$36.29
Step 4	\$30.71	\$32.85	\$35.16	\$37.60
Step 5	\$31.77	\$34.01	\$36.39	\$38.94
Step 6	\$32.85	\$35.18	\$37.60	\$40.24
Step 7	\$33.94	\$36.33	\$38.83	\$41.57
Step 8	\$35.02	\$37.48	\$40.06	\$42.87
Step 9	\$36.08	\$38.65	\$41.30	\$44.19
Step 10	\$37.17	\$39.81	\$42.52	\$45.51
Step 11	\$38.25	\$40.95	\$43.75	\$46.82
Step 12	\$39.32	\$42.07	\$45.02	\$48.17

Schedule B
5/1/2027 to 4/30/2028

Steps	Maintenance Worker, BM Worker I, Groundskeeper, Automotive Technician, WW Operator Trainee	BM Worker II & Equipment Operator	Wastewater Treatment Operator & Water Supply Operator	Mechanic
Step 1	\$28.36	\$30.33	\$32.50	\$34.75
Step 2	\$29.48	\$31.53	\$33.73	\$36.10
Step 3	\$30.58	\$32.74	\$35.01	\$37.47
Step 4	\$31.71	\$33.92	\$36.30	\$38.82
Step 5	\$32.80	\$35.12	\$37.57	\$40.21
Step 6	\$33.92	\$36.32	\$38.82	\$41.55
Step 7	\$35.04	\$37.51	\$40.09	\$42.92
Step 8	\$36.16	\$38.70	\$41.36	\$44.26
Step 9	\$37.25	\$39.91	\$42.64	\$45.63
Step 10	\$38.38	\$41.10	\$43.90	\$46.99
Step 11	\$39.49	\$42.28	\$45.17	\$48.34
Step 12	\$40.60	\$43.44	\$46.48	\$49.74

Schedule C
5/1/2028 to 4/30/2029

Steps	Maintenance Worker, BM Worker I, Groundskeeper, Automotive Technician, WW Operator Trainee	BM Worker II & Equipment Operator	Wastewater Treatment Operator & Water Supply Operator	Mechanic
Step 1	\$29.28	\$31.32	\$33.56	\$35.88
Step 2	\$30.44	\$32.55	\$34.83	\$37.27
Step 3	\$31.57	\$33.80	\$36.15	\$38.69
Step 4	\$32.74	\$35.02	\$37.48	\$40.08
Step 5	\$33.87	\$36.26	\$38.79	\$41.52
Step 6	\$35.02	\$37.50	\$40.08	\$42.90
Step 7	\$36.18	\$38.73	\$41.39	\$44.31
Step 8	\$37.34	\$39.96	\$42.70	\$45.70
Step 9	\$38.46	\$41.21	\$44.03	\$47.11
Step 10	\$39.63	\$42.44	\$45.33	\$48.52
Step 11	\$40.77	\$43.65	\$46.64	\$49.91
Step 12	\$41.92	\$44.85	\$47.99	\$51.36



AGENDA MEMORANDUM

TO: Village President and Board of Trustees

FROM: Courtney Sage, Interim Village Manager
Jed Gerstein, Chief Information Officer

SUBJECT: Approval of a Proposal for the Replacement of Audio Video System in Village Board Room from Pace Systems

ACTION

REQUESTED: ☒ Approval ☐ Concurrence ☐ Discussion ☐ Information

RECOMMENDED FOR CONSENT AGENDA: ☒ Yes ☐ No

MEETING DATE: August 6, 2026

Executive Summary

Staff is requesting the Village President and Board of Trustees authorize the proposal from Pace Systems in the amount of \$98,277.46 for the replacement of the audio/video (A/V) system in the Village Board room.

Discussion

The current A/V system in the Village Board room was installed 10 years ago. This includes displays, wireless microphones, control equipment, amplifier, matrix switcher, audio recording and speakers. Over time, various components of the system have failed or continue to fail, such as frequent audio issues, as well as video and networking component failures that have caused parts or all of the system to improperly function. Some replacement components are no longer available for purchase.

The replacement of the system was included in the 2026 budget. The project will replace aging and failing components of the A/V system, including enhancing the audio in the room with new microphones. Staff solicited proposals from three vendors that have experience with local municipalities' audio video needs. Pace Systems submitted the lowest cost proposal and is within the budgeted cost.

Pace Systems has extensive experience working with local municipalities with positive references. Staff recommend approval of the project with Pace Systems. The cost for the system replacement is \$98,277.46.

Recommended Action

Motion to approve the proposal from Pace Systems for replacement of the audio/video system for the Village Board Room in the amount of \$98,277.46 and authorize the Interim Village Manager to execute the necessary documents.

Agreement Name: _____

Executed By: _____

Attachments: Pace Systems Proposal

Budgeted Item:	☒ Yes	☐ No
Budgeted Amount:	\$100,000.00	
Actual Cost:	\$98,277.46	
Account Number:	62-20-2500-413-431	

- ☒ Minority Owned Business
- ☐ Woman Owned Business
- ☐ Veteran Owned Business
- ☐ LGBTQ+ Owned Business
- ☐ Disability Owned Business
- ☐ Not Applicable



Hanover Park Council Chambers Upgrade

PREPARED BY:

Rachel Petersen

Senior Account Manager

Pace Systems, Inc.

2040 Corporate Lane
Naperville, IL 60563
810-965-4978



Introduction

7/20/2026

Hanover Park
Jed Gerstein
2121 W. Lake Street
Hanover Park, IL 60133

Mr. Jed Gerstein,

It is with appreciation that we submit to you the following Scope of Work (SOW) and Proposal for the Council Chambers Update.

We appreciate the opportunity and look forward to working with you on this project. Please do not hesitate to reach out with any questions.

Sincerely,

Rachel Petersen

rpetersen@pace-systems.com

(810)-965-4978



Pace Scope of Work

Council Chambers:

1. PACE will provide and install a Shure wireless conferencing microphone system including (2) wireless conference units (2) gooseneck microphones and (4) handheld microphones.
 - a. Includes (2) Shure MXCW 640 wireless conference units
 - b. Includes (2) Shure MXC 416/C cardioid gooseneck microphones (16") for conference units
 - c. Includes (1) Shure MXCWNCs networked charging station
 - d. Includes (1) Shure MXCWAPT access point transceiver (wireless "antenna" / RF interface
 - e. Includes (13) Shure MXW8X gooseneck bases
 - f. Includes (13) Shure MX415C 15" shock-mounted gooseneck microphones
 - g. Includes (2) Shure MXWAPX8 8-channel access point transceiver
 - h. Includes (2) Shure MXWNDX8G networked dock (8-bay)
 - i. Includes (1) Shure MXWNDX4 networked dock (4-bay)
 - j. Includes (4) Shure MXW2X handheld microphones (SM86 cartridge)
2. PACE will provide and install (1) new audio DSP in the existing equipment rack.
 - a. Includes (1) QSC Q-SYS Core 24F network + analog I/O processor
 - b. Will replace the existing/outdated audio processing functionality
 - c. Will provide necessary Q-SYS configuration and programming
 - d. Will process all required audio signals and provide Acoustic Echo Cancellation (AEC) as required by the system design
 - e. Includes Dante network audio integration (as required / supported by system architecture)
3. PACE will provide and install required audio amplification and system I/O expansion to support the room audio system.
 - a. Includes (1) QSC MP-A80V 8-channel amplifier
 - b. Includes (1) QSC QIO-S4 network I/O expander
 - c. Includes (1) QSC QIO-RMK rack mount kit
4. PACE will provide and install room control interfaces for user operation of AV and audio functions.
 - a. Includes (1) QSC TSC-101-G3 10" Q-SYS network touch screen controller
 - b. Includes (1) QSC TSC-70-G3 7" Q-SYS network touch screen controller
 - c. Includes (1) QSC TSC-710T-G3 tabletop stand (for the 10" controller as required)
5. PACE will provide and install a new HDMI matrix switcher in the existing equipment rack for routing room video sources and destinations.
 - a. Includes (1) Kramer 4K VS-88H2A 8x8 4K HDR HDCP 2.2 with Analog and Digital Audio Routing 8x8 HDMI Matrix Switcher
 - b. HDMI matrix will accept and distribute all required video feeds per system design



6. PACE will provide and install video transport extension hardware for signal distribution to/from wall plates and remote endpoints.
 - a. Includes (3) Da-Lite / Legrand (C2G C2G31029) HDMI HDBaseT + USB-C wall plate transmitter to receiver extender sets
 - b. Includes (6) Liberty DL-HD70 HDMI TX/RX extenders (as required for point-to-point video transport per design)
7. PACE will replace existing displays and provide and install new Samsung commercial displays.
 - a. Includes (2) Samsung QM55C 55" UHD commercial displays
 - b. Includes (2) Samsung QM75C 75" UHD commercial displays
 - c. PACE will reuse existing display mounts where feasible and where compatible with new displays
8. PACE will provide and install (1) Barco ClickShare CX-30 Conference Set to enable wireless conferencing and presentation.
 - a. Includes (1) Barco CX-30 ClickShare Conference Set (R9861613USB2)
 - b. Enables wireless content sharing and conferencing integration per manufacturer supported functionality
9. PACE will provide and install (1) network-enabled audio recorder/player.
 - a. Includes (1) TASCAM SS-R250N recorder/player with networking and optional Dante support
10. PACE will provide and install a managed AV network switch to support AV over IP, Dante/audio networking, and control connectivity.
 - a. Includes (1) NETGEAR M4250-26G4XF-PoE+ (GSM4230PX) managed switch
11. The AV system shall accommodate an Owner-Furnished Equipment (OFE) DataVideo production console for meeting recording, streaming, and video production. With the below caveats The DataVideo is integrated at the signal level.
 - a. It receives audio and video feeds from the system.
 - b. It is not controlled by the Q-SYS touch panel.
 - c. The owner/operator is responsible for operating the DataVideo console separately.
12. Cabling and Infrastructure
 - a. PACE will replace signal-critical cabling as required to support reliable operation of the new AV, control, and networked audio systems (HDMI/HDBaseT/USB-C/network/audio as applicable).
 - b. Existing pathways, conduit, backboxes, and infrastructure may be reused where feasible.
 - c. Any existing cabling approved for reuse must pass testing/verification; no warranty is provided on any reused infrastructure. PACE is not responsible for the performance or compatibility of owner-furnished equipment, and any additional work required to support such equipment may be outside the original scope.
13. Existing Projector Integration: Provide integration of the existing projector with the Q-SYS control system for basic control via the Q-SYS touch panel. Existing equipment to remain in place and be reused.
 - a. Includes (1) projector and (2) male XLR connections
14. Reconnect the existing OFE male XLR wall plate to the new Q-SYS DSP for media audio connection. Test and verify proper operation.



- 15.** PACE will replace the three existing surface-mounted loudspeakers serving the dais area and configure the new loudspeakers as an independently controlled audio zone.
- a. Includes (3) JBL Control 25-1 surface-mount loudspeakers with manufacturer-provided mounting hardware.
 - b. PACE will remove the three existing surface-mounted loudspeakers and associated mounting hardware.
 - c. PACE will install the new loudspeakers and mounting hardware at the existing locations above the projection screen, facing the dais.
 - d. PACE will provide and install new loudspeaker cabling required to connect the three new loudspeakers to the audio system.
 - e. The three new loudspeakers will be connected to the new audio amplifier and DSP provided as part of the Council Chambers AV system upgrade.
 - f. PACE will provide the required Q-SYS configuration and programming to establish the three loudspeakers as a dedicated audio zone with volume control independent from the existing drop-ceiling loudspeakers.
 - g. Existing drop-ceiling loudspeakers will remain in place and are not included for replacement under this scope.
 - h. Speakers only come in packs of 4, we will provide one extra as a spare.

Equipment List

Council Chambers					Sell	Sell Extended
Item	Manufacturer	Qty	Model #	Description		
Transport	Kramer	1	Kramer VS-88H2A 8x8 4K HDR HDCP 2.2DR H2H 8	4K HDRKramer VS-88H2A 8x8 4K HDR HDCP 2.2 HDMI Matrix Switcher with Analog and Digital Audio Routing 8x8 HDMI Matrix Switcher	\$5,864.54	\$5,864.54
Display	Samsung	2	QM55C	Samsung QM55C QMC Series 55" Dynamic Crystal Color UHD Digital Signage	\$1,332.06	\$2,664.12
Display	Samsung	2	QM75C	Samsung QM75C 75" UHD 500CD 24/7 Commercial Display	\$2,840.86	\$5,681.72
Control	QSC	1	TSC-101-G3	10" Q-SYS Network Touch Screen Controller	\$2,419.34	\$2,419.34
Control	QSC	1	TSC-710T-G3	Table Top Stand	\$357.77	\$357.77
Control	QSC	1	TSC-70-G3	7" Q-SYS Network Touch Screen Controller	\$2,419.34	\$2,419.34
Transport	Da-Lite by Legrand	3	C2G C2G31029	HDMI HDBaseT + USB-C Data and Video Over Cat Extender Wall Plate Transmitter to Box Receiver	\$565.94	\$1,697.81
Transport	LIBERTY	6	DL HD70	HDMI TX RX	\$284.63	\$1,707.75
Network	Netgear	1	NETGEAR/GSM4230PX-100NAS	M4250-26G4XF-POE+ MNGD SWITCH PERP	\$1,893.71	\$1,893.71
Collaboration	Barco	1	Barco/R9861613USB2	CX-30 ClickShare Conference Set TAA Compliant Gen 2 - Black	\$2,752.49	\$2,752.49
Control/Audio	QSC	1	QSC CORE 24F	Q-SYS 24-Channel Network + Analog I/O Processor	\$3,958.93	\$3,958.93
Control	Global Cache	1	IP2CC	Relay converter device	\$189.75	\$189.75
Audio	Tascam	1	TASCAM SS-R250N	Recorder Player with Networking and Optional Dante Support	\$1,027.50	\$1,027.50
Audio	Shure	2	MXCW 640	conference information, integrated NFC ID card reader, chairman, delegate, listener, and ambient modes, integrated loudspeaker, 10-pin microphone	\$1,577.46	\$3,154.91
Audio	Shure	2	MXC 416 / C	Goose Neck Microphone (16 in/40 cm) with flexible bottom section, bi-color LED, 10-pin connector, and foam windscreen, for MXC, MXCW conference	\$218.85	\$437.69
Audio	Shure	1	MXCWNC5	Networked Charging Station	\$1,184.04	\$1,184.04
Audio	Shure	1	MXCWAPT	AccessPoint Transceiver	\$3,948.07	\$3,948.07
Audio	Shure	13	MXWBX	Goose Neck Base	\$657.80	\$8,551.40
Audio	Shure	2	MXWAPX 8	8-CH ACCESS POINT TRANSCEIVER	\$3,862.05	\$7,724.09
audio	shure	2	MXWNDX8G	Networked Dock - 8 Bay - Goose Neck	\$1,461.08	\$2,922.15
Audio	Shure	13	MX415C	15" Shock-Mounted Goose Neck, Cardioid, includes surface mount Preamplifier	\$332.70	\$4,325.04
Audio	Shure	1	MXWNDX4	Networked Dock 4 Bay	\$939.90	\$939.90
Audio	Shure	4	MXW2X	Microphone - Handheld - SM86 Cartridge	\$667.92	\$2,671.68
Audio	QSC	1	QSC MP-A80V	8-Channel Amplifier	\$2,521.98	\$2,521.98
Control	QSC	1	Q/O-S4	Network I/O Expander	\$357.77	\$357.77
Control	QSC	1	Q/O-RMK	Rack Mount kit	\$145.16	\$145.16
Pace Demo Rack		1			\$0.00	\$0.00
		0			\$0.00	\$0.00
		0			\$0.00	\$0.00
Equipment Subtotal					\$	71,518.61

Union Labor & Prevailing Wage:

Pace Systems utilizes highly skilled union labor for field installation and construction activities as required by the project. We maintain strong relationships with the appropriate local trade unions and assign qualified, licensed, and experienced technicians to perform all installation work in accordance with applicable labor agreements, local jurisdictional requirements, and industry best practices.

For projects subject to prevailing wage requirements, Pace Systems will comply with all applicable federal, state, and local prevailing wage laws. Our labor rates, certified payroll documentation (when required), and project administration are managed to ensure full compliance with prevailing wage regulations throughout the duration of the project.

Our union workforce is experienced in the installation of low-voltage systems, including audiovisual, security, access control, networking, structured cabling, and related technologies. All work is performed in compliance with applicable codes, project specifications, manufacturer recommendations, and safety standards to deliver a high-quality installation that meets the expectations of our customers.



Base System Equipment:

Based on understanding of the scope of work, Pace Systems will provide the following equipment, which allows for the utilization of existing analog circuits and for expansion with IP endpoints (all quantities are as required unless specifically stated):

Pricing:

Due to ongoing changes in tariffs and fluctuations in market conditions, all prices quoted in this proposal are valid for 30 days from the date of issuance. We reserve the right to adjust our pricing to reflect any new tariff structures or material cost changes. We appreciate your understanding as we work to provide accurate and competitive pricing. *Payments made by credit card are subject to a processing surcharge of up to 3% (not to exceed our actual cost of acceptance). This surcharge does not apply to debit or prepaid card transactions. Customers may avoid the surcharge by paying via ACH/check*

Itemized Cost Breakdown:

<u>Qty.</u>	<u>Description</u>	<u>Cost</u>
1	Equipment	\$71,518.61
4	JBL Control 21-1	\$716.76
1	On-Site Union Field Labor	\$13,000.00
1	Equipment Pre-Configuration	\$616.00
1	Programming	\$3,780.00
1	Project Management & Engineering Services	\$5,200.00
1	Bulk Cable/Misc. Materials/Freight	\$3,446.09
	<u>Grand Total:</u>	\$98,277.46





Scope of Work by others:

- Any/all general contractor services including patching/painting, if applicable
- Any/all data infrastructure
- All network infrastructure including data drops, switch gear, and network cables

Exclusions:

- Premium time, Holidays, Overtime
- Permits/Fees
- Disposal of legacy equipment
- Electrical Infrastructure
- Any/all General construction including, but not limited to dry walling, painting, plumbing, flooring, mechanical, ceilings.

Please note that any work outside of the specifics listed above may result in a field change order authorizing us to complete the work in good faith, and with the understanding that there could be additional costs incurred by Pace Systems, Inc. to facilitate completion that are above and beyond the estimate provided herein. The additional costs plus a reasonable markup for overhead will be passed through to client for reimbursement. All work stated in this proposal is to be completed between the hours of 6a – 2p Monday through Friday and does not include overtime or premium time



AUDIO VISUAL STANDARD SYSTEM WARRANTY

All components, installation materials, furniture, and/or programming as designed and installed by Pace Systems, Inc. shall be covered against defects in products or workmanship for a period of one (1) year except for exclusions and limitations in the product's warranty. This limited warranty emulates the manufacturer warranty, for the products installed, for one year and adds coverage of parts and labor to the additional items provided by Pace Systems during the installation of the system. This limited warranty becomes valid beginning on the date of final sign off and acceptance. This warranty does not provide loaner or replacement equipment when failures occur, nor will any allowance or compensation be made for any downtime due to failures regardless of the cause. Pace Systems will attempt to respond promptly to all properly reported failures; however, no specific response time is guaranteed with this limited warranty.

Exclusions

Damage caused by misuse, acts of war/terrorism, abuse, accident, disaster or acts of nature, such as but not limited to, fire, flood, water, wind, and/or lightning. Damaged and/or misplaced equipment because of theft or client negligence. Any item that is designed to fail, such as but not limited to, power surge suppressers, power supplies, and fuses. Damage caused by voltage fluctuations such as, but not limited to spikes, brown outs, and/or power failures. For IP systems connected to the client's LAN, all issues related to network traffic, firewalls or existing Ethernet hardware/software shall be excluded. Issues caused by your Satellite, or Cable provider. All consumable items, such as but not limited to, lamps, fuses, or batteries. Any repairs or adjustments deemed necessary due to tampering by anyone other than Pace Systems personnel shall not be covered, and such tampering will void the Limited System Warranty. For equipment failures, this warranty shall be limited to the definition and length of the warranty coverage provided by the manufacturer of the equipment, unless otherwise stated under the Limited System Warranty paragraph above. In addition, all exclusions, as stated by each manufacturer's warranty for any component within this system, are also excluded under the Pace Systems Limited System Warranty. Applicable Manufacturers' warranties are subject to change by the manufacturer at a moment's notice. When/if this should happen to applicable components, said component will be excluded by this warranty.

Special Circumstances

Any existing equipment, referred to as "Owner Furnished Equipment" (OFE), is assumed to be in good working order and within original factory specifications. Any parts, labor, training and/or freight required for OFE is specifically excluded from this warranty, but these services are available on a time and materials basis. Field Service requests during the warranty period for any of the above exclusions, or if determined to be user-error, such as but not limited to, reconnecting cables, replacing batteries, incorrect menu settings or tripped circuit breakers will be subject to Pace Systems' current rates for time and materials. No prior notification of these charges is required by this warranty. Some products may be considered "replacement only," in which case you may be sent a replacement, but no technician will be dispatched.

When You Need Service

Contact the Pace Systems office 630-395-2260, by emailing your request to HelpDesk@pace-systems.com. Requests for service should be initiated by an authorized customer representative who was directly involved at the time of installation, and who is familiar with the failure, and is authorized to approve charges not covered by this limited warranty. Pace Systems is staffed with dedicated and factory-trained technicians. When possible, a technician may attempt to troubleshoot with you telephonically. If determined that further on-site evaluation is needed, Pace Systems Audio Visual Director will dispatch a technician to your location on a first come, first served basis unless an enhanced service level agreement is in effect. In case of minor problems, you may be requested to return the component to Pace Systems. Pickup and delivery services are available, or you may be advised to use a common carrier.



Signatures

Sign Here

Printed Name

PO Number

Date

Title

Option Selected



AGENDA MEMORANDUM

TO: Village President and Board of Trustees

FROM: Courtney Sage, Interim Village Manager

SUBJECT: Approval of an Ordinance amending Article XIII of the Municipal Code of the Village of Hanover Park Modifying the Office of Corporation Counsel and Village Attorney

ACTION

REQUESTED: ☒ Approval ☐ Concurrence ☐ Discussion ☐ Information

RECOMMENDED FOR CONSENT AGENDA: ☒ Yes ☐ No

MEETING DATE: August 6, 2026

Executive Summary

It has been requested that the Village President and Board of Trustees pass an Ordinance amending Article XIII of the Municipal Code of the Village of Hanover Park by modifying the office of Corporation Counsel and Village Attorney.

Discussion

The Village has historically referenced legal services under a single office within the Municipal Code. The proposed Ordinance amends the Municipal Code to recognize these as two separate positions. The Corporation Counsel will continue to serve as the Village's legal advisor to the President and Board of Trustees, while the Village Attorney will be the legal advisor to the Village Manager and established departments of the Village.

The Corporation Counsel will attend Village Board meetings. The Village Attorney will provide legal services for all general matters.

The proposed Ordinance will go into effect September 1st. The appointments of the Corporation Counsel and Village Attorney are intended to be presented at the next scheduled Village Board meeting.

Recommended Action

Motion to pass an Ordinance amending Article XIII of the Municipal Code of the Village of Hanover Park by modifying the office of Corporation Counsel and Village Attorney.

Attachment: Ordinance

Budgeted Item:	☐ Yes	☒ No
Budgeted Amount:	\$	
Actual Cost:	\$	
Account Number:		

Agreement Name: _____

Executed By: _____

ORDINANCE NO. O-26-**AN ORDINANCE AMENDING ARTICLE XIII OF THE MUNICIPAL CODE OF THE VILLAGE OF HANOVER PARK BY MODIFYING THE OFFICE OF CORPORATION COUNSEL AND VILLAGE ATTORNEY**

WHEREAS the Village of Hanover Park is a home rule unit by virtue of the provisions of the 1970 Constitution of the State of Illinois and may exercise and perform any function pertaining to its government and affairs including adoption of this Ordinance: now, therefore,

BE IT ORDAINED by the President and Board of Trustees of the Village of Hanover Park, Cook and DuPage Counties, Illinois, as follows:

SECTION 1: That Article XIII of Chapter 2 of the Municipal Code of Hanover Park is hereby amended by modifying it to read as follows:

Sec. 251. - Corporation Counsel and Village Attorney.

There is hereby created the two positions of Corporation Counsel and Village Attorney who shall provide legal services to the Village. Each shall be appointed by the Village President with the advice and consent of the Village Board, and each shall receive such compensation and perform such duties as the Village Board may establish by contract with the attorney or firm of attorneys.

Sec. 252. - Corporation Counsel

The Corporation Counsel shall be the legal advisor to the President and Board of Trustees of the Village and attend meetings of the Village Board.

Sec. 253. - Village Attorney

The Village Attorney shall be the legal advisor to the Village Manager and the established departments of the Village. Unless the corporate authorities make other arrangements, the Village Attorney shall prosecute and defend all suits of any nature which may be brought by or against the Village, or in which the Village may be an interested party. It shall be the duty of the Village Attorney to attend all council meetings upon request of the Village President or Village Manager.

Sec. 254. - Other Attorneys

The Village President and Board of Trustees may, in its discretion, employ additional counsel to handle such matters, or to assist the Corporation Counsel or Village Attorney on any matter.

SECTION 2: That each section, paragraph, sentence, clause and provision of this Ordinance is separable and if any provision is held unconstitutional or invalid for any reason, such decision shall not affect the remainder of this Ordinance nor any part thereof, other than the part affected by such decision.

SECTION 3: That except as to the amendments heretofore mentioned, all chapters and sections of the Municipal Code of Hanover Park shall remain in full force and effect.

SECTION 4: That this Ordinance shall, by authority of the Village Board of the Village of Hanover Park, be published in pamphlet form. From and after ten days after said publication, this Ordinance shall be in full force and effect, provided, however, that the transition from the existing arrangement for legal services to those contemplated by this ordinance shall become effective September 1, 2026, except that any non-compensation benefit concerning the existing arrangement for legal services shall continue until December 31, 2026.

ADOPTED this day of , 2026, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

ABSTENTION:

Approved: _____
Rodney S. Craig
Village President

ATTESTED, filed in my office, and
published in pamphlet form this
day of , 2026.

Kristy Merrill, Village Clerk



AGENDA MEMORANDUM

TO: Village President and Board of Trustees

FROM: Courtney Sage, Interim Village Manager

SUBJECT: Authorization of Payment to Storino, Ramello and Durkin for Legal Services

ACTION

REQUESTED: ☒ Approval ☐ Concurrence ☐ Discussion ☐ Information

RECOMMENDED FOR CONSENT AGENDA: ☒ Yes ☐ No

MEETING DATE: August 6, 2026

Executive Summary

Staff is requesting the Village President and Board of Trustee approve general corporate legal services expenditures from May through June, 2026, in the amount of \$25,842.90 total, and further the approval of the Village Manager to expend funds for services in July and August, 2026 with Storino, Ramello & Durkin, as needed.

Discussion

Due to the temporary leave of absence of the Village's regular legal counsel, the Village retained Storino, Ramello and Durkin to provide legal services and ensure continuity of legal representation for ongoing Village matters.

The ongoing invoices for these professional legal services exceeds the Village Manager's spending authority. Although the expenditures were necessary and funding is available within the approved budget, Village Board authorization is required before payment can be processed in accordance with the Village's purchasing policy.

Recommended Action

Motion to approve general corporate legal services expenditures from May through June, 2026, in the amount of \$25,842.90 total, and further the approval of the Village Manager to expend funds for services in July and August, 2026 with Storino, Ramello & Durkin, as needed.

Budgeted Item:	☒ Yes ☐ No
Budgeted Amount:	\$388,110.00
Actual Cost:	\$25,842.90
Account Number:	10-30-3500-403-462

☐	Minority Owned Business
☐	Woman Owned Business
☐	Veteran Owned Business
☐	LGBTQ+ Owned Business
☐	Disability Owned Business
☒	Not Applicable

Agreement Name: _____

Executed By: _____



AGENDA MEMORANDUM

TO: Village President and Board of Trustees

FROM: Rodney S. Craig, Village President

SUBJECT: Approval of a Resolution Appointing a Village Manager and Approving and Authorizing the Execution of a Village Manager Employment Agreement

ACTION

REQUESTED: ☒ Approval ☐ Concurrence ☐ Discussion ☐ Information

RECOMMENDED FOR CONSENT AGENDA: ☐ Yes ☒ No

MEETING DATE: August 6, 2026

Executive Summary

In 2025, the Village hired MGT to recruit a new Village Manager following the retirement of Juliana Maller.

Discussion

After interviewing multiple candidates, the Board finds Courtney Sage possesses all of the qualifications for the office of Village Manager for the Village of Hanover Park.

Recommended Action

Motion to pass a Resolution appointing a Village Manager and approving and authorizing the execution of a Village Manager Employment Agreement.

Budgeted Item:	☒ Yes	☐ No
Budgeted Amount:	\$	
Actual Cost:	\$	
Account Number:		

☐	Minority Owned Business
☐	Woman Owned Business
☐	Veteran Owned Business
☐	LGBTQ+ Owned Business
☐	Disability Owned Business
☒	Not Applicable

Agreement Name: _____

Executed By: _____

RESOLUTION NO. R-26-_____**A RESOLUTION APPOINTING A VILLAGE MANAGER AND
APPROVING AND AUTHORIZING THE EXECUTION OF
A VILLAGE MANAGER EMPLOYMENT AGREEMENT**

WHEREAS, Section 5-3-7 of the Illinois Municipal Code (65 ILCS 5/5-3-7) authorizes the Village Board to appoint a Village Manager, who shall be the administrative head of the Village and who shall be responsible for the efficient administration of all departments; and

WHEREAS, in accordance with Section 5-3-7 of the Illinois Municipal Code, the Village Manager shall be appointed for an indefinite term, and the conditions of the Village Manager's employment may be set forth in an agreement; and

WHEREAS, the Village President and Board of Trustees have determined that it is advisable, necessary and in the public interest to appoint Courtney Sage as Village Manager to the Village of Hanover Park and to enter into a Village Manager Employment Agreement to provide for the compensation, terms and conditions of her employment.

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Hanover Park, Cook and DuPage Counties, Illinois, as follows:

Section 1. The facts and statements contained in the preambles to this Resolution are found to be true and correct and are hereby adopted as part of this Resolution.

Section 2. That Courtney Sage is hereby appointed to serve as the Village Manager for the Village of Hanover Park, effective August 7, 2026, for an indefinite term.

Section 3. That certain Village Manager Employment Agreement between the Village of Hanover Park and Courtney Sage ("Agreement"), a copy of which is attached hereto as Exhibit A, is hereby approved, and the Village President and Village Clerk are hereby authorized and directed to execute and attest, respectively, the Agreement, subject to execution of said Agreement by Courtney Sage.

Section 5. This Resolution shall be in full force and effect upon its passage and approval in accordance with law.

ADOPTED this ____ day of _____, 2026, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

ABSTENTION:

Approved: _____

Rodney S. Craig
Village President

Attest: _____

Kristy Merrill, Village Clerk

EXHIBIT A

Village Manager Employment Agreement

VILLAGE MANAGER EMPLOYMENT AGREEMENT

This Agreement is by and between the Village of Hanover Park, Illinois, a municipal corporation, hereinafter referred to as the “Village,” and Courtney Sage, hereinafter referred to as the “Manager.”

WITNESSETH:

WHEREAS, the Village is a managerial form of government, pursuant to Article 5 of the Illinois Municipal Code (65 ILCS 5/5-1-1 *et seq.*); and

WHEREAS, the Village desires to employ the services of Courtney Sage as Manager of the Village of Hanover Park, with a start date of August 7, 2026 (“Starting Date”), under the terms and conditions provided for in Article V of Chapter 2 of the Village Code; and

WHEREAS, it is the desire of the Village President and Board of Trustees (“Village Board”) to provide certain benefits, establish certain conditions of employment and to set working conditions of employment for the Manager; and

WHEREAS, the Manager desires to accept employment as the Manager of the Village; and

WHEREAS, the parties to this Agreement wish to reduce the terms and conditions of the Manager’s employment to writing.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein, the receipt and sufficiency of which the parties hereby acknowledge, the parties agree as follows:

SECTION 1. DUTIES

The Village hereby agrees to employ Courtney Sage as Manager of the Village, to perform the functions and duties specified in Section 5-3-7 of the Illinois Municipal Code (65 ILCS 5/5-3-7) and Article V of Chapter 2 of the Village Code, and to perform such other legally permissible and proper duties and functions as the Village Board shall, from time to time, assign to the Manager.

SECTION 2. TERM

A. The office of Village Manager is in the nature of an administrative office of the Village, and by law is an appointment for an indefinite term. This Agreement is for a term beginning on August 7, 2026 and ending on May 1, 2029, being the balance of the term of the current Village President, subject, however, to the limitations, notices, requirements, payments and matters hereinafter set forth in Section 3 and to the laws of the State of Illinois.

B. Nothing in this Agreement shall prevent, limit or otherwise interfere with the rights of the Village Board to terminate the services of the Manager at any time, subject only to the provisions set forth in Sections 3A or 3B of this Agreement.

C. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the Manager to resign at any time from her employment with the Village, subject only to the provisions set forth in Section 3C of this Agreement.

SECTION 3. REMOVAL AND SEVERANCE PAY

A. The Village Board may remove the Village Manager and terminate this Agreement at any time by a majority vote of the Village Board. The Village Board shall cause written notice of removal to be served upon the Manager. During the term of this Agreement, if removal of the Village Manager is based upon reasons other than those provided in Section 3B hereinafter, the Village Manager shall continue to receive her regular compensation, including full salary and benefits, for a total of twelve (12) weeks, as severance pay (hereinafter "Severance Pay"), except as provided in Section 3B.

B. In the event the Manager is terminated for cause, as defined in this paragraph below, such termination shall be effective immediately upon written notice to the Manager, and the Village shall have no obligation to pay the Severance Pay, as further described in Section 3A hereinabove, or any other additional compensation, to the Manager. "Cause" as used herein shall mean:

- (i) a breach of any of the provisions of this Agreement by the Manager;
- (ii) a breach of the Manager's duty of loyalty to the Village;
- (iii) any act of dishonesty, fraud, gross incompetence, misconduct or gross misrepresentation, in connection with the Manager's employment activities;
- (iv) the Manager's failure to perform her duties to the Village in all material respects, after written notice thereof from the Village (which notice will specifically identify the area(s) where the Manager has failed to perform her duties and identify action(s) required to be taken by the Manager to rectify such failure), and the Manager's failure to perform continues for a period of ten (10) days after such notice;
- (v) the commission by the Manager of a felony or any crime involving moral turpitude, or any other act which may cause harm to the Village's standing and reputation;

(vi) malicious or intentional discrimination in hiring, promotion or termination of any employee for reasons of race, color, religious creed, ancestry, age, sex, marital status, national origin, handicapped status or any other reasons prohibited by law;

(vii) deliberately performing any act which unnecessarily endangers the health or safety of employees or others associated with the activities of the Village government;

(viii) misappropriation or theft of Village property;

(ix) abandonment of job or duties for an unreasonably extended period of time without any explanation of her whereabouts or any statement of commitment regarding when she is to return to the performance of those duties; or

(x) any acts of "misconduct," as defined in the Government Severance Pay Act (5 ILCS 415/1 *et seq.*).

In the event that the Manager is to be terminated for cause and without severance, the Village agrees to first provide written notice of such proposed termination, the notice setting forth the reason(s) for termination and the factual basis related to the decision to terminate. The Manager shall have ten (10) days following receipt of the notice of proposed termination to request a closed session meeting to discuss the reasons and facts related to the proposed termination with the Village Board.

C. In the event the Manager voluntarily resigns her employment with the Village at any time during the term of this Agreement, then the Manager shall provide the Village sixty (60) days written notice in advance, unless the parties otherwise agree. The Village shall have no obligation to pay the Severance Pay set forth in Section 3A, hereinabove upon the Manager's voluntary resignation.

D. The Manager expressly acknowledges that she has no entitlement to any severance benefits, other than those described in this Section 3, except that upon the Manager's separation of employment, the Manager will be entitled to payment of all accrued but unused vacation time.

SECTION 4. SALARY AND DEFERRED COMPENSATION

The Village agrees to pay the Manager for services rendered pursuant to this Agreement at an annual salary to be distributed through the normal payroll system, in the amount of Two Hundred Thirty Thousand and 00/100 Dollars (\$230,000.00) per annum, commencing August 7, 2026. The Manager's annual salary shall increase in accordance with any increase approved by the Village

Board related to salary increases for Village employees who are not subject to collective bargaining.

The Village shall contribute Nine Thousand Five Hundred Dollars (\$9,500.00) annually to an IRS Section 457 deferred compensation plan on behalf of the Manager, with the 2026 contribution prorated for the remainder of that year. Contributions shall be made in accordance with the plan's terms and the Village's standard contribution schedule.

SECTION 5. PERFORMANCE EVALUATION AND SALARY ADJUSTMENT

A. Within three (3) months of the Starting Date, the Manager shall prepare and submit to the Village Board a written work plan outlining suggested performance goals and objectives for the Manager's first year of employment as Village Manager. The Village Board shall provide written or verbal feedback to Manager on the proposed work plan within one (1) month of the Village Board's receipt of such plan.

B. The Manager shall receive a performance evaluation after twelve (12) months of employment as Village Manager, and annually thereafter. The performance evaluation shall be conducted by the Village Board and shall assess the Manager's performance in relation to the agreed-upon goals and objectives for the year, as well as Manager's overall effectiveness as Village Manager. The performance evaluation of the Manager shall be in accordance with specific criteria developed by the Village Board and may include, among other factors:

- Achievement of agreed-upon goals and objectives;
- Effectiveness in managing Village operations and personnel;
- Fiscal responsibility and budget management;
- Responsiveness to the President and Board;
- Relationship with the community and community organizations;
- Professional development and adherence to professional standards; and
- Overall leadership and management effectiveness.

The Village President shall provide the Manager with a written statement summary of the findings of the annual performance evaluation of the Manager and provide an adequate opportunity for the Manager to discuss her performance evaluation with the Village Board. Following a satisfactory performance review, the Village Board may, in its sole discretion, increase the Manager's base salary. Any salary increase may be combined with a one-time lump-sum performance payment.

SECTION 6. HOURS OF WORK

The Manager acknowledges that the position of Village Manager is an exempt executive position that requires the Manager to work such hours as are necessary to fulfill the duties and responsibilities of the position. In addition to keeping normal business hours at Village Hall, the Manager is expected to spend additional time as necessary to accomplish the duties of the position, including attendance at Village Board meetings and other evening meetings as needed except for vacations or other unforeseen circumstances (e.g., illness). The Manager shall be allowed reasonable flexibility to establish the Manager's own work schedule, which may periodically include adjustments to make up for evening hours worked. Any such schedule adjustments shall be made in a manner that ensures Manager's availability to the President, Board, Village staff, and the public during normal business hours and as otherwise reasonably necessary.

SECTION 7. OUTSIDE ACTIVITIES

At no time shall the Manager engage in work directly for another village or other unit of local government, except as an elected official of another unit of local government, nor shall the Manager perform services or consult on other non-Village connected business, without the prior approval of the Village President.

SECTION 8. AUTOMOBILE, TRAVEL, CELLULAR TELEPHONE AND LAPTOP

The Manager's duties require exclusive and unrestricted use of an automobile, and accordingly, in lieu of providing the use of an automobile or reimbursement of fuel costs and automobile maintenance expenses, the Village shall pay a car allowance to the Manager in the amount of Six Hundred and 00/100 Dollars (\$600.00) per month, so long as the Manager remains employed by the Village pursuant to this Agreement. The Village shall reimburse the Manager for mileage and travel expenses incurred in connection with Village-related business, in accordance with the Village's applicable travel and expense reimbursement policies.

In addition, the Village recognizes the need for the Manager to be reachable during such times as the Manager is not in the Village Hall. Accordingly, the Manager shall be provided a cellular telephone that may be used for business and personal use, so long as the Manager remains employed by the Village pursuant to this Agreement. The Manager will also be permitted to use a Village-owned laptop PC computer for use in the performance of the Manager's duties. The cellular telephone and laptop shall be returned to the Village immediately upon termination of the Manager's

employment pursuant to this Agreement.

SECTION 9. VACATION AND OTHER PAID LEAVE

A. The Manager shall accrue leave benefits in accordance with the Village's personnel policies. With respect to vacation leave, the Manager will be credited with and shall accrue vacation leave, as though Manager were an employee with six (6) years of service with the Village on her Starting Date. The Manager shall schedule vacation leave at times that minimize disruption to Village operations and with reasonable advance notice to the Village President. The Manager shall also be entitled to sick leave, personal days, holiday days and other leave benefits in accordance with the Village's personnel policies.

SECTION 10. DISABILITY, HEALTH AND LIFE INSURANCE

The Village agrees to provide Disability, Health and Life Insurance benefits equal to those benefits provided to department heads. During the term of this Agreement, the Village agrees to provide hospitalization, surgical, dental and comprehensive medical insurance for the Manager and her dependents and to pay the premiums thereon equal to that, which is provided to department heads of the Village. In addition, if the Manager is entitled to receive Severance Pay, as provided in Section 3 of this Agreement, then the Manager shall be entitled to continue such insurance on the same terms as provided in this paragraph while the Manager is continuing to receive her regular compensation during the term of her Severance Pay.

SECTION 11. RETIREMENT

The Village agrees to execute all necessary agreements provided by the Illinois Municipal Retirement Fund ("IMRF") for the Manager's participation in said IMRF retirement plan. The Village and the Manager agree that the IMRF and social security shall constitute the Manager's retirement plans. The Village agrees to contribute to the IMRF plan each year on behalf of the Manager the amount required by the IMRF for employer contributions, on a percentage basis commensurate with that of other general employees of the Village participating in the IMRF, and to employer's social security contribution as required by law.

SECTION 12. PROFESSIONAL DEVELOPMENT

The Village hereby agrees to budget, on an annual basis, to pay for the membership costs associated with the Manager's membership in the Illinois City/County Management Association and the International City/County Management Association. Subject to budgetary allowances and

approval, the Village will also pay for the registration fees and expenses of the Manager for her attendance (including registration, travel, lodging and subsistence expenses) at the annual conference of the International City/County Management Association, the annual meetings of the Illinois City/County Management Association, and other short courses, institutes and seminars that are necessary for her professional development and for the good of the Village.

The Village shall pay the annual membership costs for the Manager's membership in one (1) civic club or civic organization, subject to prior approval by the President and Board.

SECTION 13. INDEMNIFICATION

The Village shall defend, save, hold harmless and indemnify the Manager against any tort, professional liability claim or demand or other legal action arising out of an alleged act or omission occurring in the performance of the Manager's duties as Manager, in accordance with and limited by applicable law. The Village may compromise and settle any such claim or suit and pay the amount of any settlement or judgment rendered thereon.

SECTION 14. BONDING

The Village shall bear the full cost of any fidelity or other bonds required of the Manager under any law or ordinance.

SECTION 15. NOTICES

Notices pursuant to this Agreement shall be given and considered served by deposit and custody of the United States Postal Service, postage pre-paid, addressed to the following addressees by notice from one party to the other:

- | | |
|--------------|---|
| (1) VILLAGE: | Village President Rodney S. Craig
Village of Hanover Park
2121 W. Lake Street
Hanover Park, Illinois 60133 |
| (2) MANAGER: | Ms. Courtney Sage
2121 W. Lake St.
Hanover Park, IL 60133 |

Alternatively, notices required pursuant to this Agreement may be personally served in the same manner as is applicable to Illinois civil judicial practice. Notice shall be deemed given as of the date of personal service or as of the post-marked date of such written notice in the course of transmission in the United States Postal Service.

SECTION 16. GENERAL PROVISIONS

A. This Agreement contains all of the agreements and understandings relating to the employment of Manager by the Village. The Village has not made, and Manager is not relying upon, any warranties, or representations, promises or statements made by the Village or any agent of the Village, except as expressly set forth herein. This Agreement supersedes any and all prior agreements and understandings between the Village and Manager and alone expresses the agreement of the parties.

B. This Agreement shall become effective on August 7, 2026.

C. This Agreement shall not be amended, changed or modified in any way unless in writing executed by the Village and Manager.

D. This Agreement shall be governed by, and construed in accordance with, the laws of the State of Illinois.

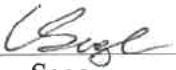
E. In the event any provision of this Agreement is found to be unenforceable, the remainder of this Agreement shall not be affected, and any provision found to be invalid shall be enforceable to the extent permitted by law. The parties agree that in the event two different interpretations may be given to any provision hereunder, one of which will render the provision unenforceable, and one of which will render the provision enforceable, the interpretation rendering the provision enforceable shall be adopted.

F. All captions, headings, titles, numerical references and computer highlighting are for convenience only and shall have no effect on the interpretation of this Agreement.

G. Manager acknowledges that she has read and reviewed this Agreement and that she is entitled to the opportunity to confer with counsel in the negotiation of this Agreement. Accordingly, this Agreement shall be construed neither for nor against the Village nor Manager, but shall be given a fair and reasonable interpretation in accordance with the meaning of its terms and the intent of the parties.

[Signature Page Follows]

IN WITNESS WHEREOF, the Village of Hanover Park has caused this Agreement to be signed and executed on its behalf by its Village President and duly attested by its Village Clerk, and the Manager has signed and executed this Agreement, both in duplicate, the day and year written below.



Courtney Sage
Date: 8/6/26

VILLAGE OF HANOVER PARK, an Illinois
municipal corporation

By: _____
Rodney S. Craig, Village President
Date: _____

ATTEST:

By: _____
Kristi Merrill, Village Clerk



AGENDA MEMORANDUM

TO: Village President and Board of Trustees

FROM: Courtney Sage, Interim Village Manager

SUBJECT: Warrant

ACTION

REQUESTED: ☒ Approval ☐ Concurrence ☐ Discussion ☐ Information

RECOMMENDED FOR CONSENT AGENDA: ☐ Yes ☒ No

MEETING DATE: August 6, 2026

Recommended Action

Approve Warrant 8/6/2026 in the amount of \$2,305,484.87

Approve Warrant Paid in Advance (7/8/2026-7/30/2026) in the amount of \$1,355,705.65

Approve June 2026 P-Cards in the amount of \$33,454.52

Attachment: Warrants

Budgeted Item:	_____ Yes	_____ No
Budgeted Amount:	\$	
Actual Cost:	\$	
Account Number:		

Agreement Name: _____

Executed By: _____



Hanover Park^{USA}

Accounts Payable Invoice Report

7-A.12

Invoice Due Date Range 07/17/26 - 08/07/26

Report By Department - Vendor - Invoice

Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Department Economic Dvlpmnt - Economic Development									
Sub-Department Economic Dvlpmnt.Check Request Economic Development,Check Request									
Vendor 6781 - Azavar Audit Solutions									
159661	Contractual Services-Consulting Svcs-Eco Dev Tools & Svcs	Open		07/15/2026	08/07/2026	07/15/2026			750.00
Vendor 6781 - Azavar Audit Solutions Totals									Invoices 1
									<u>\$750.00</u>
Vendor 8062 - Houseal Lavigne Associates LLC									
8636	Contractual Services-Consulting Svcs-Comp Plan	Open		07/10/2026	08/07/2026	07/10/2026			1,066.31
Vendor 8062 - Houseal Lavigne Associates LLC Totals									Invoices 1
									<u>\$1,066.31</u>
Sub-Department Economic Dvlpmnt.Check Request Economic Development,Check Request Totals									Invoices 2
									<u>\$1,816.31</u>
Department Economic Dvlpmnt - Economic Development Totals									Invoices 2
									<u>\$1,816.31</u>
Economic Dvlpmnt Economic Development									
Department Finance Admin - Finance Administration									
Sub-Department Finance Admin.Check Request Finance Administration,Check Request									
Vendor 6781 - Azavar Audit Solutions									
159608	Portion of Revenue Recovered - March 2026	Open		07/29/2026	08/07/2026	07/29/2026			171.12
159725	Portion of Recovered Revenue - April 2026	Open		07/29/2026	08/07/2026	07/29/2026			1,594.43
Vendor 6781 - Azavar Audit Solutions Totals									Invoices 2
									<u>\$1,765.55</u>
Vendor 968 - Com Ed									
7512364790-7/26	6/12-7/14 - 1515 W Lake St Monument Sign	Open		07/14/2026	08/07/2026	07/14/2026			44.43
9233633139-7/26	6/9-7/9 Baseball Fields	Open		07/20/2026	08/07/2026	07/20/2026			393.14
Vendor 968 - Com Ed Totals									Invoices 2
									<u>\$437.57</u>
Vendor 1005 - Constellation New Energy Inc									
73017022701	7/26 Street Lights - Muirfield, Hunter, Church, Center	Open		07/14/2026	08/07/2026	07/14/2026			2,364.23
Vendor 1005 - Constellation New Energy Inc Totals									Invoices 1
									<u>\$2,364.23</u>
Vendor 6112 - Dynegy Energy Services									
1630972-7/26	6/9-7/8 Metra Station	Open		07/14/2026	08/07/2026	07/14/2026			624.70
1631671-6/26	5/27-6/28 Well #4	Open		07/14/2026	08/07/2026	07/14/2026			1,237.68
1637186-6/26	6/3-7/1 Pond Aerators	Open		07/14/2026	08/07/2026	07/14/2026			243.73
1637806-7/26	6/4-7/5 Ontarioville	Open		07/14/2026	08/07/2026	07/14/2026			46.31
1649069-6/26	5/27-6/24 Central	Open		07/14/2026	08/07/2026	07/14/2026			64.99
1649736-6/26	5/27-6/24 Hatmann	Open		07/14/2026	08/07/2026	07/14/2026			76.33
1650510-6/26	5/27-6/24 Longmeadow	Open		07/14/2026	08/07/2026	07/14/2026			4,256.32
1651498-6/26	5/27-6/24 Northway	Open		07/14/2026	08/07/2026	07/14/2026			103.89
1654273-6/26	5/27-6/24 Well #5	Open		07/14/2026	08/07/2026	07/14/2026			845.95
1663783-6/26	5/27-6/24 Kingsbury	Open		07/14/2026	08/07/2026	07/14/2026			134.89



Hanover Park ^{USA}

Accounts Payable Invoice Report

7-A.12

Invoice Due Date Range 07/17/26 - 08/07/26

Report By Department - Vendor - Invoice

Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
1668821-6/26	5/27-6/24 Barrington Rd Sign	Open		07/14/2026	08/07/2026	07/14/2026			158.71
1669431-6/26	5/27-6/24 Plum Tree	Open		07/14/2026	08/07/2026	07/14/2026			187.69
1670416-6/26	5/27-6/24 County Farm	Open		07/14/2026	08/07/2026	07/14/2026			315.70
1670427-7/26	6/15-7/14 MWRD Pavillion	Open		07/14/2026	08/07/2026	07/14/2026			50.44
1674991-7/26	6/9-7/9 Street Lights - Barrington/Irving Park	Open		07/14/2026	08/07/2026	07/14/2026			259.10
1675233-6/26	5/27-6/24 Turnberry	Open		07/14/2026	08/07/2026	07/14/2026			385.65
1678597-6/26	6/3-7/1 Morton Tower	Open		07/14/2026	08/07/2026	07/14/2026			68.77
1687196-7/26	6/4-7/5 Savannah	Open		07/14/2026	08/07/2026	07/14/2026			102.85
1673735-7/26	6/10-7/9 MWRD	Open		07/20/2026	08/07/2026	07/20/2026			214.31
2656888-7/26	6/17-7/16 Rate 23 Street Lights	Open		07/20/2026	08/07/2026	07/20/2026			667.75
Vendor 6112 - Dynegy Energy Services Totals									Invoices 20
									<u>\$10,045.76</u>
Vendor 4747 - EMS Management & Consultants Inc									
EMS-027456	6/26 Ambulance Billing Charges	Open		07/14/2026	08/07/2026	07/14/2026			1,937.57
Vendor 4747 - EMS Management & Consultants Inc Totals									Invoices 1
									<u>\$1,937.57</u>
Vendor 1619 - Gatso USA									
26400328	6/26 Red Light Camera Payment	Open		07/14/2026	08/07/2026	07/14/2026			72.00
Vendor 1619 - Gatso USA Totals									Invoices 1
									<u>\$72.00</u>
Vendor 2064 - Illinois State Police									
20260601571	Fingerprints - Liquor Control June 2026	Open		07/14/2026	08/07/2026	07/14/2026			27.00
Vendor 2064 - Illinois State Police Totals									Invoices 1
									<u>\$27.00</u>
Vendor 5729 - InfoSend, Inc.									
313259	Water Bill Printing & Postage - June 2026 Invs & Term Notices	Open		07/20/2026	08/07/2026	07/20/2026			8,190.40
Vendor 5729 - InfoSend, Inc. Totals									Invoices 1
									<u>\$8,190.40</u>
Vendor 4756 - IRMA									
302048	5/26 Deductible	Open		07/14/2026	08/07/2026	07/14/2026			5,025.86
3899	5/26 Deductible Credit	Open		07/14/2026	08/07/2026	07/14/2026			(17.82)
Vendor 4756 - IRMA Totals									Invoices 2
									<u>\$5,008.04</u>
Vendor 6575 - Konica Minolta									
2000372563	7/26 Copier Lease - VH	Open		07/14/2026	08/07/2026	07/14/2026			394.72
Vendor 6575 - Konica Minolta Totals									Invoices 1
									<u>\$394.72</u>
Vendor 8605 - Konica Minolta Business Solutions USA Inc									
509064055	Copier Charges - VH (6/1/26-6/30/26)	Open		07/14/2026	08/07/2026	07/14/2026			238.00
Vendor 8605 - Konica Minolta Business Solutions USA Inc Totals									Invoices 1
									<u>\$238.00</u>
Vendor 2977 - Municipal Clerks of DuPage County									
2977-2026	Annual Membership (7/1/26-6/30/27)	Open		07/20/2026	08/07/2026	07/20/2026			40.00
Vendor 2977 - Municipal Clerks of DuPage County Totals									Invoices 1
									<u>\$40.00</u>
Vendor 3082 - Nicor Gas									
0249471000-7/26	6/15-7/15 Well #4	Open		07/20/2026	08/07/2026	07/20/2026			180.01



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Report By Department - Vendor - Invoice

Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
0882240538-7/26	6/15-7/15 Therm Overages - Barrington Rd Fire Station	Open		07/20/2026	08/07/2026	07/20/2026			457.58
5165381000-7/26	6/18-7/20 STP1	Open		07/20/2026	08/07/2026	07/20/2026			229.21
5341601949-7/26	6/15-7/15 Baseball Fields	Open		07/20/2026	08/07/2026	07/20/2026			63.76
5829471000-7/26	6/15-7/15 Therm Overages - PW	Open		07/20/2026	08/07/2026	07/20/2026			402.06
6721671000-7/26	6/12-7/14 Longmeadow	Open		07/20/2026	08/07/2026	07/20/2026			186.13
6908946153-7/26	6/12-7/14 Baseball Fields	Open		07/20/2026	08/07/2026	07/20/2026			66.45
7529471000-7/26	6/15-7/15 Therm Overages - PW Garage	Open		07/20/2026	08/07/2026	07/20/2026			214.70
8426464314-7/26	6/15-7/15 Therm Overages - Police station	Open		07/20/2026	08/07/2026	07/20/2026			750.22
8529471000-7/26	6/15-7/15 Therm Overages - VH	Open		07/20/2026	08/07/2026	07/20/2026			674.50
8532641000-7/26	6/15-7/15 Train Station	Open		07/20/2026	08/07/2026	07/20/2026			65.35
9907836153-7/26	6/9-7/9 Therm Overages - Schick Rd Fire Station	Open		07/20/2026	08/07/2026	07/20/2026			231.18
			Vendor 3082 - Nicor Gas Totals				Invoices	12	\$3,521.15
Vendor 5249 - Paddock Publications, Inc									
384084	Legal Notice - Bid Notices	Open		07/14/2026	08/07/2026	07/14/2026			234.90
384675	Legal Notice - Bid Notices	Open		07/14/2026	08/07/2026	07/14/2026			124.20
385206	Legal Notice - Bid Notices	Open		07/20/2026	08/07/2026	07/20/2026			164.70
			Vendor 5249 - Paddock Publications, Inc Totals				Invoices	3	\$523.80
Vendor 4118 - Storino, Ramello & Durkin									
95134	Legal Services - Admin Hearings	Open		07/14/2026	08/07/2026	07/14/2026			1,264.25
			Vendor 4118 - Storino, Ramello & Durkin Totals				Invoices	1	\$1,264.25
Vendor 5507 - Tyler Technologies									
045-568250	Asset Management Training	Open		07/14/2026	08/07/2026	07/14/2026			262.50
045-564956	Project Management Fee - Asset Management Training	Open		07/20/2026	08/07/2026	07/20/2026			88.00
			Vendor 5507 - Tyler Technologies Totals				Invoices	2	\$350.50
Vendor 4920 - USA Bluebook									
INV00875783A-1	Returned Check Fee	Open		07/20/2026	08/07/2026	07/20/2026			20.00
			Vendor 4920 - USA Bluebook Totals				Invoices	1	\$20.00
Sub-Department Finance Admin.			Check Request	Finance Administration, Check Request			Invoices	53	\$36,200.54
Sub-Department Finance Admin.			Print in Office	Finance Administration, Print checks in office					
Vendor Ana Alvarez Navarro									
P0362-001290	Ticket Overpayment	Open		07/20/2026	08/07/2026	07/20/2026			20.00
			Vendor Ana Alvarez Navarro Totals				Invoices	1	\$20.00
Vendor Edward Aranda									
P0043-015016	Ticket Overpayment	Open		07/20/2026	08/07/2026	07/20/2026			20.00
			Vendor Edward Aranda Totals				Invoices	1	\$20.00
Vendor Luz Bautista									
P0335-003675	Ticket Overpayment	Open		07/20/2026	08/07/2026	07/20/2026			20.00
			Vendor Luz Bautista Totals				Invoices	1	\$20.00



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Summary Listing

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Vendor Bohdana Chyzh									
P0043-015233	Ticket Overpayment	Open		07/20/2026	08/07/2026	07/20/2026			20.00
			Vendor Bohdana Chyzh Totals			Invoices	1		\$20.00
Vendor Gerardo Dominguez Milan									
P0043-014940	Ticket Overpayment	Open		07/20/2026	08/07/2026	07/20/2026			20.00
			Vendor Gerardo Dominguez Milan Totals			Invoices	1		\$20.00
Vendor John Durkin									
P0372-002253	Ticket Overpayment	Open		07/20/2026	08/07/2026	07/20/2026			20.00
			Vendor John Durkin Totals			Invoices	1		\$20.00
Vendor Maria Fernandez									
P0043-014959	Ticket Overpayment	Open		07/20/2026	08/07/2026	07/20/2026			20.00
			Vendor Maria Fernandez Totals			Invoices	1		\$20.00
Vendor Eileen Hartnett									
P0043-014934	Ticket Overpayment	Open		07/20/2026	08/07/2026	07/20/2026			20.00
			Vendor Eileen Hartnett Totals			Invoices	1		\$20.00
Vendor Hilario Hernandez									
P0043-014980	Ticket Overpayment	Open		07/20/2026	08/07/2026	07/20/2026			20.00
			Vendor Hilario Hernandez Totals			Invoices	1		\$20.00
Vendor Velimir Jovovic									
P0374-002317	Ticket Overpayment	Open		07/20/2026	08/07/2026	07/20/2026			20.00
			Vendor Velimir Jovovic Totals			Invoices	1		\$20.00
Vendor Saleem Lakhani									
P0043-015067	Ticket Overpayment	Open		07/20/2026	08/07/2026	07/20/2026			20.00
			Vendor Saleem Lakhani Totals			Invoices	1		\$20.00
Vendor Raymond Lopez									
P0043-014952	Ticket Overpayment	Open		07/20/2026	08/07/2026	07/20/2026			20.00
			Vendor Raymond Lopez Totals			Invoices	1		\$20.00
Vendor Jocelle Marzan									
P0381-000194	Ticket Overpayment	Open		07/20/2026	08/07/2026	07/20/2026			20.00
			Vendor Jocelle Marzan Totals			Invoices	1		\$20.00
Vendor Moravia Express LLC									
P0043-015275	Ticket Overpayment	Open		07/20/2026	08/07/2026	07/20/2026			20.00
			Vendor Moravia Express LLC Totals			Invoices	1		\$20.00
Vendor Okir Moucha									
P0043-015000	Ticket Overpayment	Open		07/20/2026	08/07/2026	07/20/2026			20.00
			Vendor Okir Moucha Totals			Invoices	1		\$20.00
Vendor Hasmukh Patel									
P43-15120,15340	Ticket Overpayment	Open		07/20/2026	08/07/2026	07/20/2026			40.00
			Vendor Hasmukh Patel Totals			Invoices	1		\$40.00
Vendor Rodrigo Perez Puga									
P0043-015121	Ticket Overpayment	Open		07/20/2026	08/07/2026	07/20/2026			20.00
			Vendor Rodrigo Perez Puga Totals			Invoices	1		\$20.00



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Report By Department - Vendor - Invoice

Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor Rosa Ramirez									
P0043-015186	Ticket Overpayment	Open		07/20/2026	08/07/2026	07/20/2026			20.00
			Vendor Rosa Ramirez Totals			Invoices	1		\$20.00
Vendor Yusimar Ramirez Paez									
P0362-001306	Duplicate Ticket Payment	Open		07/20/2026	08/07/2026	07/20/2026			30.00
			Vendor Yusimar Ramirez Paez Totals			Invoices	1		\$30.00
Vendor Dunia Ramos Clarios									
P0043-015163	Ticket Overpayment	Open		07/20/2026	08/07/2026	07/20/2026			20.00
			Vendor Dunia Ramos Clarios Totals			Invoices	1		\$20.00
Vendor Steven Sowinski									
P0043-015187	Ticket Overpayment	Open		07/20/2026	08/07/2026	07/20/2026			20.00
			Vendor Steven Sowinski Totals			Invoices	1		\$20.00
Vendor Speed Plumbing Inc									
P0372-002251	Ticket Overpayment	Open		07/20/2026	08/07/2026	07/20/2026			20.00
			Vendor Speed Plumbing Inc Totals			Invoices	1		\$20.00
Vendor Robert Speziale									
1	Com Lot Refund	Open		07/14/2026	08/07/2026	07/14/2026			5.00
			Vendor Robert Speziale Totals			Invoices	1		\$5.00
Vendor Leanne Storey									
P0043-015096	Ticket Overpayment	Open		07/20/2026	08/07/2026	07/20/2026			20.00
			Vendor Leanne Storey Totals			Invoices	1		\$20.00
Vendor Qudrat Syed									
P0043-014653	Ticket Overpayment	Open		07/20/2026	08/07/2026	07/20/2026			20.00
			Vendor Qudrat Syed Totals			Invoices	1		\$20.00
Vendor David Tenney									
P0043-014733	Ticket Overpayment	Open		07/20/2026	08/07/2026	07/20/2026			20.00
			Vendor David Tenney Totals			Invoices	1		\$20.00
Vendor Kasandra Villa Fuenmayor									
P0335-003676	Ticket Overpayment	Open		07/20/2026	08/07/2026	07/20/2026			20.00
			Vendor Kasandra Villa Fuenmayor Totals			Invoices	1		\$20.00
Sub-Department Finance Admin.Print in Office Finance Administration,Print checks in office Totals						Invoices	27		\$555.00
Department Finance Admin - Finance Administration Totals						Invoices	80		\$36,755.54

Finance Admin Finance Administration

Department **Fire Admin - Fire Administration**

Vendor **1484 - Fireground Supply**

40020	Uniforms - Capela	Open		07/20/2026	08/07/2026	07/20/2026			81.20
41013	Uniforms - Valle	Open		07/20/2026	08/07/2026	07/20/2026			45.36
41014	Uniforms - Olson	Open		07/20/2026	08/07/2026	07/20/2026			28.50
41015	Uniforma - Ayala	Open		07/20/2026	08/07/2026	07/20/2026			47.32
41016	Uniforms - B. Gibbons	Open		07/20/2026	08/07/2026	07/20/2026			142.65



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Report By Department - Vendor - Invoice

Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
41089	Jackets	Open		07/20/2026	08/07/2026	07/20/2026			554.97
41090	Uniforms - Johnson	Open		07/20/2026	08/07/2026	07/20/2026			28.50
Vendor 2980 - MES Service Company LLC			Vendor 1484 - Fireground Supply Totals			Invoices	7		\$928.50
IN2548860	Replacement TIC	Open		07/20/2026	08/07/2026	07/20/2026			3,660.00
Vendor 5819 - SAFEbuilt LLC			Vendor 2980 - MES Service Company LLC Totals			Invoices	1		\$3,660.00
4135822	June Health Inspections	Open		07/09/2026	08/07/2026	07/09/2026			1,661.40
4136333	June Plumbing Inspection	Open		07/09/2026	08/07/2026	07/09/2026			744.23
Sub-Department Fire Admin.Check Request Fire Administration,Check Request			Vendor 5819 - SAFEbuilt LLC Totals			Invoices	2		\$2,405.63
Vendor 4769 - Air One Equipment Inc									
238378	Strong Arm Battery	Open		07/20/2026	08/07/2026	07/20/2026			756.00
Vendor 156 - Airgas USA LLC			Vendor 4769 - Air One Equipment Inc Totals			Invoices	1		\$756.00
9173282011	EMS Oxygen - Station 16	Open		07/20/2026	08/07/2026	07/20/2026			300.32
Vendor 6493 - American Heart Association			Vendor 156 - Airgas USA LLC Totals			Invoices	1		\$300.32
SCPR272182	ACE CPR Cards	Open		07/20/2026	08/07/2026	07/20/2026			71.25
Vendor 353 - Artistic Engraving			Vendor 6493 - American Heart Association Totals			Invoices	1		\$71.25
28020	Smid - F/T Badges	Open		07/20/2026	08/07/2026	07/20/2026			317.39
Vendor 593 - Bound Tree Medical LLC			Vendor 353 - Artistic Engraving Totals			Invoices	1		\$317.39
70379499	Credit for returned items	Open		07/20/2026	08/07/2026	07/20/2026			(288.98)
86203618	EMS First-In Bags	Open		07/20/2026	08/07/2026	07/20/2026			1,423.93
86269400	5qt EMS Sharps Container	Open		07/20/2026	08/07/2026	07/20/2026			94.90
86269401	EMS Sharps Container	Open		07/20/2026	08/07/2026	07/20/2026			88.90
86269402	SPO2 Sensors	Open		07/20/2026	08/07/2026	07/20/2026			94.58
86276072	EMS First-In Airway Bag	Open		07/20/2026	08/07/2026	07/20/2026			164.99
Vendor 4796 - Du-Comm			Vendor 593 - Bound Tree Medical LLC Totals			Invoices	6		\$1,578.32
20000	Facility Lease 8/1/26-10/31/20	Open		07/20/2026	08/07/2026	07/20/2026			801.80
20044	Quarterly Shares 8/1/2026-10/31/2026	Open		07/20/2026	08/07/2026	07/20/2026			29,639.50
Vendor 2810 - Menards			Vendor 4796 - Du-Comm Totals			Invoices	2		\$30,441.30
68463	Smoke Alarm Supplies	Open		07/20/2026	08/07/2026	07/20/2026			47.94
69089	Cleaning Supplies	Open		07/20/2026	08/07/2026	07/20/2026			248.39
Vendor 4086 - Staples Advantage			Vendor 2810 - Menards Totals			Invoices	2		\$296.33
6068768671	Office Supplies Restock	Open		07/20/2026	08/07/2026	07/20/2026			168.17

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Report By Department - Vendor - Invoice

Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 4136 - Stryker Sales LLC			Vendor 4086 - Staples Advantage Totals	Invoices			1		\$168.17
9212529683	CPR Training AED Pads	Open		07/20/2026	08/07/2026	07/20/2026			374.40
9212817123	Service Plan Life Pak 15	Open		07/20/2026	08/07/2026	07/20/2026			2,690.54
			Vendor 4136 - Stryker Sales LLC Totals	Invoices			2		\$3,064.94
Vendor 4762 - Thompson Elevator Inspection Service Inc									
26-1252	Elevator Inspections	Open		07/21/2026	08/07/2026	07/21/2026			100.00
26-1355	Elevator Inspections	Open		07/21/2026	08/07/2026	07/21/2026			687.00
26-1369	Elevator Inspections	Open		07/21/2026	08/07/2026	07/21/2026			472.00
			Vendor 4762 - Thompson Elevator Inspection Service Inc Totals	Invoices			3		\$1,259.00
Vendor 4381 - United Fast Food & Beverage Service									
INV0481951	Annual Coffee Maker Maintenance - St. 15	Open		07/20/2026	08/07/2026	07/20/2026			312.50
			Vendor 4381 - United Fast Food & Beverage Service Totals	Invoices			1		\$312.50
Vendor 7182 - Zoro.com									
INV19467038	Filters for Coffee Maker - Station 15	Open		07/20/2026	08/07/2026	07/20/2026			97.38
			Vendor 7182 - Zoro.com Totals	Invoices			1		\$97.38
Sub-Department Fire Admin.			Check Request Fire Administration	Check Request Totals			Invoices	22	\$38,662.90
Department Fire Admin			Fire Administration Totals	Invoices			32		\$45,657.03

Fire Admin Fire Administration

Department **HR Department - Human Resources Department**Sub-Department **HR Department.** Check Request **Human Resources Department**, Check Request

Vendor 731 - Caputo's									
272076	Jesus Hernandez Retirement	Open		07/15/2026	08/07/2026	07/15/2026			188.97
			Vendor 731 - Caputo's Totals				Invoices	1	\$188.97
Vendor 910 - Clark Baird Smith LLP									
4009	Legal Services 05.2026	Open		07/15/2026	08/07/2026	07/15/2026			3,182.50
4167	Legal Services 06.2026	Open		07/15/2026	08/07/2026	07/15/2026			1,205.00
			Vendor 910 - Clark Baird Smith LLP Totals				Invoices	2	\$4,387.50
Vendor 2034 - IL City/County Management Assn									
6606	Water Supply Supervisor Ad	Open		07/15/2026	08/07/2026	07/15/2026			50.00
7041	HR Analyst Ad	Open		07/15/2026	08/07/2026	07/15/2026			50.00
			Vendor 2034 - IL City/County Management Assn Totals				Invoices	2	\$100.00
Vendor 7381 - Northwest Community Hospital									
39673	Medical Services	Open		07/15/2026	08/07/2026	07/15/2026			330.00
			Vendor 7381 - Northwest Community Hospital Totals				Invoices	1	\$330.00
Vendor 4813 - Robert O'Bryan									
072026	IMRF Medical Refund	Open		07/15/2026	08/07/2026	07/15/2026			1,454.53
			Vendor 4813 - Robert O'Bryan Totals				Invoices	1	\$1,454.53



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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 4857 - Stephen A Laser Associates									
2008322	Firefighter Assessments - June 2026	Open		07/15/2026	08/07/2026	07/15/2026			3,000.00
2008323	Police Officer Assessments - June 2026	Open		07/15/2026	08/07/2026	07/15/2026			4,200.00
Vendor 4857 - Stephen A Laser Associates Totals							Invoices	2	\$7,200.00
Vendor 6078 - Testing for Public Safety LLC									
CAR2026.16	2026 Fire Lieutenant Testing	Open		07/15/2026	08/07/2026	07/15/2026			12,500.00
Vendor 6078 - Testing for Public Safety LLC Totals							Invoices	1	\$12,500.00
Vendor 6656 - Voiance Language Services, LLC									
SUMINV0603650526	Language Services - May 2026	Open		07/15/2026	08/07/2026	07/15/2026			45.32
Vendor 6656 - Voiance Language Services, LLC Totals							Invoices	1	\$45.32
Sub-Department HR Department.Check Request Human Resources Department,Check Request Totals							Invoices	11	\$26,206.32
Department HR Department - Human Resources Department Totals							Invoices	11	\$26,206.32

HR Department Human Resources Department

Department **IT - Information Technology**

Sub-Department **IT.Check Request Information Technology,Check Request**

Vendor 373 - AT&T									
630199011207	E911 July 2026	Open		07/23/2026	08/07/2026	07/23/2026			36.17
Vendor 373 - AT&T Totals							Invoices	1	\$36.17
Vendor 972 - Comcast									
001004457373	Internet Service FS16 Leased Line July 2026	Open		07/23/2026	08/07/2026	07/23/2026			2,960.64
001004457374	PD Backup Internet July 2026	Open		07/23/2026	08/07/2026	07/23/2026			267.85
Vendor 972 - Comcast Totals							Invoices	2	\$3,228.49
Vendor 8722 - DuoCircle LLC									
449586	DuoCircle Email protection service 2026	Open		07/23/2026	08/07/2026	07/23/2026			1,991.04
Vendor 8722 - DuoCircle LLC Totals							Invoices	1	\$1,991.04
Vendor 6575 - Konica Minolta									
49430133	Copier Lease July 2026	Open		07/23/2026	08/07/2026	07/23/2026			1,891.61
Vendor 6575 - Konica Minolta Totals							Invoices	1	\$1,891.61
Vendor 4454 - Verizon Wireless									
6147646663	SCADA Communications June-July 2026	Open		07/23/2026	08/07/2026	07/23/2026			840.70
6147785800	Mobile Data June 2026	Open		07/23/2026	08/07/2026	07/23/2026			3,133.20
Vendor 4454 - Verizon Wireless Totals							Invoices	2	\$3,973.90
Sub-Department IT.Check Request Information Technology,Check Request Totals							Invoices	7	\$11,121.21
Department IT - Information Technology Totals							Invoices	7	\$11,121.21



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Invoice Due Date Range 07/17/26 - 08/07/26

Report By Department - Vendor - Invoice

Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
IT Information Technology									
Department PD Admin - PD Administration									
Sub-Department PD Admin.Check Request PD Administration,Check Request									
Vendor 7237 - All Season Home Improvement LLC									
7237-2026-0713	Grass cutting	Open		07/14/2026	08/07/2026	07/14/2026			640.00
07_20_26	Grass Cutting_07_20_26	Open		07/20/2026	08/07/2026	07/16/2026			415.00
Vendor 7237 - All Season Home Improvement LLC Totals						Invoices	2		\$1,055.00
Vendor 4946 - Amazon.com									
1NLN-9CKP-NWCM	Evidence supplies	Open		07/09/2026	08/07/2026	07/14/2026			29.75
1KHN-34LK-JP1P	Honor Guard	Open		07/13/2026	08/07/2026	07/14/2026			118.93
1Y1X-YHM4-HXHW	Weapon parts, accessories	Open		07/13/2026	08/07/2026	07/14/2026			39.77
13N1-HKHL-FK1T	COPS Day Picnic	Open		07/16/2026	08/07/2026	07/16/2026			66.54
141V-3F1Q-KPVL	Office Supplies	Open		07/16/2026	08/07/2026	07/16/2026			56.98
Vendor 4946 - Amazon.com Totals						Invoices	5		\$311.97
Vendor 715 - Camic Johnson Ltd									
263	Preside over Village Hearings	Open		06/29/2026	08/07/2026	07/14/2026			660.00
Vendor 715 - Camic Johnson Ltd Totals						Invoices	1		\$660.00
Vendor 4796 - Du-Comm									
20045	Quarterly shares, 8/1/2026 - 10/31/2026	Open		07/15/2026	08/07/2026	07/15/2026			214,339.00
Vendor 4796 - Du-Comm Totals						Invoices	1		\$214,339.00
Vendor 1290 - DuPage County Children's Center									
HP027	Annual fee	Open		07/01/2026	08/07/2026	07/14/2026			4,000.00
Vendor 1290 - DuPage County Children's Center Totals						Invoices	1		\$4,000.00
Vendor 1508 - Flags USA LLC									
INV-QBC-30325	Honor Guard	Open		07/10/2026	08/07/2026	07/14/2026			382.40
Vendor 1508 - Flags USA LLC Totals						Invoices	1		\$382.40
Vendor 8716 - Syed Sajjad Haider									
8716-2026-0716	Rental license refund 1870 Grosse Pointe Circle	Open		07/16/2026	08/07/2026	07/16/2026			100.00
Vendor 8716 - Syed Sajjad Haider Totals						Invoices	1		\$100.00
Vendor 4816 - High Star Traffic									
21055	Rader speed sign equipment	Open		06/22/2026	08/07/2026	07/14/2026			2,138.40
Vendor 4816 - High Star Traffic Totals						Invoices	1		\$2,138.40
Vendor 2052 - IL Law Enforcement Alarm System									
DUES15073	Annual dues	Open		07/01/2026	08/07/2026	07/14/2026			240.00
Vendor 2052 - IL Law Enforcement Alarm System Totals						Invoices	1		\$240.00
Vendor 7430 - Illinois Phlebotomy Services LLC									
2803	Phlebotomist HPPC2602135	Open		07/05/2026	08/07/2026	07/14/2026			425.00
2804	Phlebotomy HPPC2602268	Open		07/05/2026	08/07/2026	07/14/2026			175.00



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Invoice Due Date Range 07/17/26 - 08/07/26

Report By Department - Vendor - Invoice

Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
2826	Phlebotomy HPPC2602416	Open		07/20/2026	08/07/2026	07/16/2026			175.00
Vendor	2534 - Lexis Nexis Risk Data Management Inc			7430 - Illinois Phlebotomy Services LLC Totals		Invoices	3		\$775.00
1100331766	Crime mapping	Open		06/30/2026	08/07/2026	07/14/2026			1,110.97
Vendor	2534 - Lexis Nexis Risk Data Management Inc			2534 - Lexis Nexis Risk Data Management Inc Totals		Invoices	1		\$1,110.97
428497	Miscellaneous supplies	Open		07/14/2026	08/07/2026	07/14/2026			81.81
Vendor	5687 - Lynn Peavey Company			5687 - Lynn Peavey Company Totals		Invoices	1		\$81.81
2303	Morgue transport HPPC2602042	Open		07/01/2026	08/07/2026	07/14/2026			400.00
Vendor	8106 - New Tradition Funeral Services LLC			8106 - New Tradition Funeral Services LLC Totals		Invoices	1		\$400.00
2214	Annual dues	Open		06/29/2026	08/07/2026	07/14/2026			8,170.00
Vendor	3102 - North East Multi-Regional Training			3102 - North East Multi-Regional Training Totals		Invoices	1		\$8,170.00
13193	Cops Day Picnic	Open		06/01/2026	08/07/2026	07/16/2026			2,985.71
Vendor	3515 - Promos 911 Inc			3515 - Promos 911 Inc Totals		Invoices	1		\$2,985.71
0745032-IN	Collection / Preservation of Evidence	Open		06/30/2026	08/07/2026	07/14/2026			3,197.81
Vendor	5604 - Sirchie Acquisition Company LLC			5604 - Sirchie Acquisition Company LLC Totals		Invoices	1		\$3,197.81
I1836112	NIPAS uniforms, NIPAS equipment	Open		07/07/2026	08/07/2026	07/14/2026			795.99
CM306007	Credit - Range Brass	Open		07/14/2026	08/07/2026	07/14/2026			(150.00)
Vendor	4131 - Streicher's			4131 - Streicher's Totals		Invoices	2		\$645.99
28944	Canine Unit training and supplies	Open		06/01/2026	08/07/2026	07/14/2026			451.75
Vendor	4773 - T.O.P.S. In Dog Training Corp			4773 - T.O.P.S. In Dog Training Corp Totals		Invoices	1		\$451.75
55614-3	BALLISTIC VEST - ROTONDO	Open		07/08/2026	08/07/2026	07/16/2026			570.00
Vendor	7861 - The Eagle Uniform Co			7861 - The Eagle Uniform Co Totals		Invoices	1		\$570.00
6697066	Document shredding service	Open		06/30/2026	08/07/2026	07/14/2026			134.18
Vendor	8351 - Vital Records Holdings, LLC			8351 - Vital Records Holdings, LLC Totals		Invoices	1		\$134.18
Sub-Department	PD Admin.Check Request PD Administration,Check Request Totals					Invoices	28		\$241,749.99
Sub-Department	PD Admin.Print in Office PD Administration,Print checks in office								
6571-2026-0626	Prisoner transport meal expense	Open		06/26/2026	08/07/2026	07/14/2026			56.67
Vendor	6571 - Michael Gonzaga			6571 - Michael Gonzaga Totals		Invoices	1		\$56.67
8713-2026-0709	Vest reimbursement - Lombardo	Open		07/09/2026	08/07/2026	07/14/2026			300.00



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Accounts Payable Invoice Report

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Invoice Due Date Range 07/17/26 - 08/07/26

Report By Department - Vendor - Invoice

Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 7594 - Oscar Morales			Vendor 8713 - Michael Lombardo Totals			Invoices		1	\$300.00
7594-2026-0702	Clothing allowance - Morales	Open		07/02/2026	08/07/2026	07/14/2026			600.00
			Vendor 7594 - Oscar Morales Totals			Invoices		1	\$600.00
Vendor 4901 - Jeff Palace									
4901-2026-0614	Training meals - Palace	Open		06/14/2026	08/07/2026	07/14/2026			479.06
			Vendor 4901 - Jeff Palace Totals			Invoices		1	\$479.06
Vendor 7017 - Shaun Paup									
7017-2026-0626	Prisoner transport meal expense, travel expense - Paup	Open		06/26/2026	08/07/2026	07/14/2026			199.41
			Vendor 7017 - Shaun Paup Totals			Invoices		1	\$199.41
Sub-Department PD Admin.Print in Office PD Administration,Print checks in office Totals						Invoices		5	\$1,635.14
Department PD Admin - PD Administration Totals						Invoices		33	\$243,385.13

PD Admin PD Administration

Department PD Staff Svcs - PD Staff Services

Vendor 3608 - Ray O'Herron Co									
2488012-IN	UNIFORMS-WINGARD	Open		07/07/2026	08/07/2026	07/21/2026			571.80
2488015-IN	UNIFORMS - LOMBARDO	Open		07/07/2026	08/07/2026	07/21/2026			1,104.71
2489561-IN	UNIFORMS - LOMBARDO	Open		07/16/2026	08/07/2026	07/21/2026			53.73
2489562-IN	UNIFORMS-WINGARD	Open		07/16/2026	08/07/2026	07/21/2026			60.12
2489597-IN	GLOCK 45 HANDGUNS - HONOR GUARD	Open		07/16/2026	08/07/2026	07/21/2026			454.73
2489598-IN	UNIFORMS-ESCARENO	Open		07/16/2026	08/07/2026	07/21/2026			72.22
2489599-IN	UNIFORMS - CRAWFORD	Open		07/16/2026	08/07/2026	07/21/2026			358.82
2489600-IN	UNIFORMS - JOHNSON	Open		07/16/2026	08/07/2026	07/21/2026			274.14
2487430-IN	GLOCK 45 HANDGUNS - CRT HOSLTERS	Open		07/21/2026	08/07/2026	07/21/2026			120.73
			Vendor 3608 - Ray O'Herron Co Totals			Invoices		9	\$3,071.00
Department PD Staff Svcs - PD Staff Services Totals						Invoices		9	\$3,071.00

PD Staff Svcs PD Staff Services

Department PW Admin - PW Administration

Vendor 4045 - Spaceco Inc									
105573	Professional Engineering Services- Ontarioville Phase 2	Open		07/13/2026	08/07/2026	07/13/2026			1,575.00
			Vendor 4045 - Spaceco Inc Totals			Invoices		1	\$1,575.00
Vendor 5533 - The Lakota Group									
25021-12	Plan & Design Services- Ontarioville Phase 2	Open		07/16/2026	08/07/2026	07/16/2026			4,523.59
			Vendor 5533 - The Lakota Group Totals			Invoices		1	\$4,523.59



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Invoice Due Date Range 07/17/26 - 08/07/26

Report By Department - Vendor - Invoice

Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Sub-Department PW Admin.Check Request PW Administration,Check Request									
Vendor 4789 - 1st Ayd Corporation									
PSI885626	decal remover	Open		07/14/2026	08/07/2026	07/14/2026			235.64
			Vendor 4789 - 1st Ayd Corporation Totals			Invoices	1		\$235.64
Vendor 7255 - ABC Mechanical LLC									
694 JeffersonLS	Installation and programming of new soft starter	Open		07/13/2026	08/07/2026	07/13/2026			7,501.00
			Vendor 7255 - ABC Mechanical LLC Totals			Invoices	1		\$7,501.00
Vendor 83 - Acme Truck Brake & Supply									
01_544037	starter 21	Open		07/14/2026	08/07/2026	07/14/2026			412.24
			Vendor 83 - Acme Truck Brake & Supply Totals			Invoices	1		\$412.24
Vendor 88 - Action Lock & Key Inc									
122912	Continuous Hinge and Brush Door Sweep	Open		07/13/2026	08/07/2026	07/13/2026			1,226.09
			Vendor 88 - Action Lock & Key Inc Totals			Invoices	1		\$1,226.09
Vendor 7860 - Advanced Landscaping LLC									
2096	Emergency Tree Removal	Open		07/10/2026	08/07/2026	07/10/2026			4,791.00
2097	Emergency Tree Removal	Open		07/10/2026	08/07/2026	07/10/2026			4,756.00
			Vendor 7860 - Advanced Landscaping LLC Totals			Invoices	2		\$9,547.00
Vendor 7554 - Air Comfort LLC									
424985	Lennox RTU	Open		07/13/2026	08/07/2026	07/13/2026			1,535.00
			Vendor 7554 - Air Comfort LLC Totals			Invoices	1		\$1,535.00
Vendor 6823 - AL Warren Oil Company Inc									
W1859917	fuel delivery	Open		07/08/2026	08/07/2026	07/08/2026			15,989.50
W1859918	Diesel delivery	Open		07/08/2026	08/07/2026	07/08/2026			7,581.20
			Vendor 6823 - AL Warren Oil Company Inc Totals			Invoices	2		\$23,570.70
Vendor 175 - Alexander Chemical Corp									
109594	Chlorine	Open		07/10/2026	08/07/2026	07/10/2026			148.50
			Vendor 175 - Alexander Chemical Corp Totals			Invoices	1		\$148.50
Vendor 7280 - All-Types Elevators, Inc.									
20192366	Monthly Maintenance	Open		07/15/2026	08/07/2026	07/15/2026			450.00
			Vendor 7280 - All-Types Elevators, Inc. Totals			Invoices	1		\$450.00
Vendor 4791 - Alphabet Shop									
66370	Nameplate for Greg Urbaniak	Open		07/13/2026	08/07/2026	07/13/2026			35.00
			Vendor 4791 - Alphabet Shop Totals			Invoices	1		\$35.00
Vendor 5283 - Associated Technical Services Ltd.									
42421	Emergency Leak Location Services @ Schick & Audrey	Open		07/13/2026	08/07/2026	07/13/2026			1,060.00
			Vendor 5283 - Associated Technical Services Ltd. Totals			Invoices	1		\$1,060.00
Vendor 528 - Bigfoot Pest Control									
21353	Commercial Service at Fire Station	Open		07/15/2026	08/07/2026	07/15/2026			170.00



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Report By Department - Vendor - Invoice

Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
21354	Commercial Service at Police Dept.	Open		07/15/2026	08/07/2026	07/15/2026			250.00
21355	Commercial Service at Fire Station	Open		07/15/2026	08/07/2026	07/15/2026			100.00
21357	Commercial Service at Police Dept.	Open		07/15/2026	08/07/2026	07/15/2026			200.00
21358	Mice Treatment at White Football Building	Open		07/15/2026	08/07/2026	07/15/2026			435.00
21359	Mice Treatment at 1200 Sycamore Ave.	Open		07/15/2026	08/07/2026	07/15/2026			555.00
Vendor 560 - Bloomingdale Township			Vendor 528 - Bigfoot Pest Control Totals			Invoices	6		\$1,710.00
26704	Mosquito Spraying July 2026 - Bloomingdale Township	Open		07/10/2026	08/07/2026	07/10/2026			3,703.50
Vendor 560 - Bloomingdale Township			Vendor 560 - Bloomingdale Township Totals			Invoices	1		\$3,703.50
Vendor 4749 - Case Lots Inc									
31955	Plastic Quick Change Mop Stick	Open		07/13/2026	08/07/2026	07/13/2026			59.70
Vendor 882 - Cintas #22			Vendor 4749 - Case Lots Inc Totals			Invoices	1		\$59.70
4275129824	uniform rental	Open		07/14/2026	08/07/2026	07/14/2026			28.76
4275889732	uniform rental	Open		07/17/2026	08/07/2026	07/17/2026			28.76
Vendor 883 - Cintas Corp			Vendor 882 - Cintas #22 Totals			Invoices	2		\$57.52
8408425424	First Aid Supplies for Police Dept.	Open		07/15/2026	08/07/2026	07/15/2026			948.45
8408425443	First Aid Supplies for Village Hall	Open		07/15/2026	08/07/2026	07/15/2026			470.21
Vendor 6380 - Concentric Integration LLC			Vendor 883 - Cintas Corp Totals			Invoices	2		\$1,418.66
0286695	SCADA Support	Open		07/10/2026	08/07/2026	07/10/2026			3,004.59
Vendor 1834 - Core & Main LP			Vendor 6380 - Concentric Integration LLC Totals			Invoices	1		\$3,004.59
Z120149	Misc. Supplies	Open		07/10/2026	08/07/2026	07/10/2026			1,729.62
Z237254	Misc. Supplies	Open		07/10/2026	08/07/2026	07/10/2026			324.00
Z283643	Watermain Repair Sleeves	Open		07/15/2026	08/07/2026	07/15/2026			2,230.00
Z343362	Flange Adapters	Open		07/15/2026	08/07/2026	07/15/2026			109.76
Z369184	Water main Sleeves	Open		07/15/2026	08/07/2026	07/15/2026			211.00
Vendor 4750 - Crown Trophy #116			Vendor 1834 - Core & Main LP Totals			Invoices	5		\$4,604.38
20768	Text, Engraved Material	Open		07/10/2026	08/07/2026	07/10/2026			45.25
Vendor 5190 - Cummins Inc			Vendor 4750 - Crown Trophy #116 Totals			Invoices	1		\$45.25
F2-260672042	gasket s15	Open		07/14/2026	08/07/2026	07/14/2026			21.04
E3-260710160	Engine training Eich	Open		07/17/2026	08/07/2026	07/17/2026			1,675.00
Vendor 1134 - Darling Ingredients Inc			Vendor 5190 - Cummins Inc Totals			Invoices	2		\$1,696.04



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Report By Department - Vendor - Invoice

Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
15398613	Westview Lift Station Service Fee Trap	Open		07/13/2026	08/07/2026	07/13/2026			5,196.75
Vendor 1264 - Dreisilker Electric Motors Inc		Vendor 1134 - Darling Ingredients Inc Totals		Invoices			1		\$5,196.75
CM3441	1/2HP	Open		07/13/2026	08/07/2026	07/13/2026			(372.00)
I57079	1/2 HP	Open		07/13/2026	08/07/2026	07/13/2026			405.33
I57945	0.5 HP, 1 Phase	Open		07/13/2026	08/07/2026	07/13/2026			1,400.00
I58208	Misc. Supplies	Open		07/13/2026	08/07/2026	07/13/2026			349.63
Vendor 1264 - Dreisilker Electric Motors Inc Totals		Invoices					4		\$1,782.96
Vendor 8632 - Engineering Enterprise, Inc.		Vendor 8632 - Engineering Enterprise, Inc. Totals		Invoices			1		\$1,720.00
87612	RRA/ERP Update	Open		07/15/2026	08/07/2026	07/15/2026			1,720.00
Vendor 1444 - Factory Motor Parts		Vendor 1444 - Factory Motor Parts Totals		Invoices			2		\$426.90
50-6828926	pd brakes	Open		07/14/2026	08/07/2026	07/14/2026			122.94
63-512822	brakes pd	Open		07/14/2026	08/07/2026	07/14/2026			303.96
Vendor 5274 - Fleet Safety Supply		Vendor 5274 - Fleet Safety Supply Totals		Invoices			1		\$381.01
87436	warning light 136	Open		07/17/2026	08/07/2026	07/17/2026			381.01
Vendor 5197 - Forward Space		Vendor 5197 - Forward Space Totals		Invoices			1		\$595.76
862194	Square Table	Open		07/15/2026	08/07/2026	07/15/2026			595.76
Vendor 4754 - Fox Valley Fire & Safety		Vendor 4754 - Fox Valley Fire & Safety Totals		Invoices			4		\$3,550.00
IN00867615	Fire Alarm System Service	Open		07/15/2026	08/07/2026	07/15/2026			738.00
IN00867977	Fire Alarm System Service	Open		07/15/2026	08/07/2026	07/15/2026			738.00
IN00868584	Fire Alarm System Service	Open		07/15/2026	08/07/2026	07/15/2026			1,892.00
IN00868760	Sprinkler Heads	Open		07/15/2026	08/07/2026	07/15/2026			182.00
Vendor 4755 - Friendly Ford		Vendor 4755 - Friendly Ford Totals		Invoices			5		\$585.32
314606	tube 126	Open		07/14/2026	08/07/2026	07/14/2026			48.94
314707	CAC tube 382	Open		07/14/2026	08/07/2026	07/14/2026			278.66
314708	sensor 163	Open		07/14/2026	08/07/2026	07/14/2026			85.12
314700	shift lever 176	Open		07/17/2026	08/07/2026	07/17/2026			162.66
314743	gasket 126	Open		07/17/2026	08/07/2026	07/17/2026			9.94
Vendor 4767 - Fullife Safety Center		Vendor 4767 - Fullife Safety Center Totals		Invoices			2		\$981.05
73978	Safety Uniforms	Open		07/15/2026	08/07/2026	07/15/2026			642.55
74072	Misc. Supplies	Open		07/24/2026	08/07/2026	07/24/2026			338.50
Vendor 5568 - Gasvoda & Associates		Vendor 5568 - Gasvoda & Associates Totals		Invoices			1		\$1,481.15
111767	Repair to Grit System	Open		07/15/2026	08/07/2026	07/15/2026			1,481.15



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Accounts Payable Invoice Report

7-A.12

Invoice Due Date Range 07/17/26 - 08/07/26

Report By Department - Vendor - Invoice

Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 1685 - Grainger									
9964139472	Barbed Hose Mender	Open		07/13/2026	08/07/2026	07/13/2026			6.57
9966773302	Misc. Supplies	Open		07/13/2026	08/07/2026	07/13/2026			770.99
Vendor 1685 - Grainger Totals							Invoices	2	\$777.56
Vendor 6194 - Groot Inc									
16706811T107	1211 Catalina Dr - 7/1/26 - 9/30/26	Open		07/10/2026	08/07/2026	07/10/2026			84.12
16746114T107	Astor Ave Apts - 7/1/26 - 7/31/26	Open		07/10/2026	08/07/2026	07/10/2026			1,300.88
16746224T107	Leslie Mark Thomas - 7/1/26 - 7/31/26	Open		07/10/2026	08/07/2026	07/10/2026			2,006.54
16745604T107	Tanglewood SSA #5 - 6/1/26 - 6/30/26	Open		07/13/2026	08/07/2026	07/13/2026			12,109.90
16746414T107	Greenbrook Tanglewood 7/1/26 - 7/31/26	Open		07/13/2026	08/07/2026	07/13/2026			1,861.27
Vendor 6194 - Groot Inc Totals							Invoices	5	\$17,362.71
Vendor 4798 - Groot Industries Inc									
4039C101	Waste removal	Open		07/15/2026	08/07/2026	07/15/2026			256.29
Vendor 4798 - Groot Industries Inc Totals							Invoices	1	\$256.29
Vendor 1754 - H2O Auto Spa Inc									
JUNE26PDWASH	PD car washes	Open		07/17/2026	08/07/2026	07/17/2026			280.00
Vendor 1754 - H2O Auto Spa Inc Totals							Invoices	1	\$280.00
Vendor 7105 - Hartwig Mechanical Inc									
18961	Replace Supply Fan at Police Dept.	Open		07/13/2026	08/07/2026	07/13/2026			530.00
Vendor 7105 - Hartwig Mechanical Inc Totals							Invoices	1	\$530.00
Vendor 1822 - Hastings Air-Energy Control Inc									
PS-I0019144	Misc. Supplies	Open		07/13/2026	08/07/2026	07/13/2026			3,943.37
PS-I0019170	Balancer	Open		07/13/2026	08/07/2026	07/13/2026			647.61
Vendor 1822 - Hastings Air-Energy Control Inc Totals							Invoices	2	\$4,590.98
Vendor 2069 - IL Tollway									
G129000010304	Q2 PW tolls	Open		07/17/2026	08/07/2026	07/17/2026			321.96
Vendor 2069 - IL Tollway Totals							Invoices	1	\$321.96
Vendor 4353 - Johnson Controls Security Solutions									
42529556	Annual Service Charge	Open		07/13/2026	08/07/2026	07/13/2026			480.00
42609714	Annual Service Charge	Open		07/15/2026	08/07/2026	07/15/2026			212.94
Vendor 4353 - Johnson Controls Security Solutions Totals							Invoices	2	\$692.94
Vendor 2309 - Kara Co Inc									
SE-0000033	Topcon RL-HSA Laser	Open		07/15/2026	08/07/2026	07/15/2026			175.00
Vendor 2309 - Kara Co Inc Totals							Invoices	1	\$175.00
Vendor 7126 - Kimball Midwest									
104644452	hardware	Open		07/17/2026	08/07/2026	07/17/2026			103.10
Vendor 7126 - Kimball Midwest Totals							Invoices	1	\$103.10
Vendor 2810 - Menards									



Hanover Park^{USA}

Accounts Payable Invoice Report

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Invoice Due Date Range 07/17/26 - 08/07/26

Report By Department - Vendor - Invoice

Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
68404	Misc. Supplies	Open		07/10/2026	08/07/2026	07/10/2026			74.38
68556	Misc. Supplies	Open		07/10/2026	08/07/2026	07/10/2026			841.84
68569	Misc. Supplies	Open		07/10/2026	08/07/2026	07/10/2026			89.64
68614	Misc. Supplies	Open		07/10/2026	08/07/2026	07/10/2026			38.49
68046	Misc. Supplies	Open		07/13/2026	08/07/2026	07/13/2026			38.41
68904	Misc. Supplies	Open		07/15/2026	08/07/2026	07/15/2026			106.97
68974	Misc. Supplies	Open		07/15/2026	08/07/2026	07/15/2026			151.84
69050	Misc. Supplies	Open		07/15/2026	08/07/2026	07/15/2026			239.57
69063	Misc. Supplies	Open		07/15/2026	08/07/2026	07/15/2026			82.83
Vendor 2810 - Menards Totals				Invoices				9	\$1,663.97
Vendor 8454 - Metiri Analytical Group Inc									
GA6002328	Chloride	Open		07/10/2026	08/07/2026	07/10/2026			200.00
Vendor 8454 - Metiri Analytical Group Inc Totals				Invoices				1	\$200.00
Vendor 1632 - Napa Auto Parts									
820839	tire sensor	Open		07/14/2026	08/07/2026	07/14/2026			97.36
820917	water pump 126	Open		07/14/2026	08/07/2026	07/14/2026			112.54
821111	battery 53	Open		07/14/2026	08/07/2026	07/14/2026			228.14
821195	battery	Open		07/14/2026	08/07/2026	07/14/2026			167.78
821219	sensor 53	Open		07/14/2026	08/07/2026	07/14/2026			22.49
821227	filter 53	Open		07/14/2026	08/07/2026	07/14/2026			13.91
821353	catalyst cleaner	Open		07/14/2026	08/07/2026	07/14/2026			70.53
821971	battery hotpatcher	Open		07/14/2026	08/07/2026	07/14/2026			114.46
822030	battery	Open		07/17/2026	08/07/2026	07/17/2026			167.78
822127	filter	Open		07/17/2026	08/07/2026	07/17/2026			10.97
822233	solvent	Open		07/17/2026	08/07/2026	07/17/2026			29.58
822250	tire sensors 3166	Open		07/17/2026	08/07/2026	07/17/2026			221.16
822298	coolant	Open		07/17/2026	08/07/2026	07/17/2026			55.64
822401	valve stem 5	Open		07/17/2026	08/07/2026	07/17/2026			5.78
822407	cleaner	Open		07/17/2026	08/07/2026	07/17/2026			4.39
822449	brake controller	Open		07/17/2026	08/07/2026	07/17/2026			98.20
Vendor 1632 - Napa Auto Parts Totals				Invoices				16	\$1,420.71
Vendor 7569 - Northwest Lawn & Power Equipment LLC									
30957	Tools	Open		07/24/2026	08/07/2026	07/24/2026			4,579.12
Vendor 7569 - Northwest Lawn & Power Equipment LLC Totals				Invoices				1	\$4,579.12
Vendor 3146 - O'Reilly Automotive Inc									
3395-387412	filters	Open		07/14/2026	08/07/2026	07/14/2026			31.74
3395-387511	wheel weights	Open		07/14/2026	08/07/2026	07/14/2026			20.26
3395-388512	filters	Open		07/17/2026	08/07/2026	07/17/2026			31.74
3395-388624	coolant	Open		07/17/2026	08/07/2026	07/17/2026			80.55
Vendor 3146 - O'Reilly Automotive Inc Totals				Invoices				4	\$164.29
Vendor 8349 - Ramrod Distributors									
801821-1	Plastic Liner	Open		07/13/2026	08/07/2026	07/13/2026			133.50



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Accounts Payable Invoice Report

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Invoice Due Date Range 07/17/26 - 08/07/26

Report By Department - Vendor - Invoice

Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 4785 - Sherwin-Williams			Vendor 8349 - Ramrod Distributors Totals			Invoices		1	\$133.50
99634118980626	Paint	Open		07/13/2026	08/07/2026	07/13/2026			73.41
Vendor 4785 - Sherwin-Williams			Vendor 4785 - Sherwin-Williams Totals			Invoices		1	\$73.41
Vendor 6659 - Suburban Accents			Vendor 6659 - Suburban Accents Totals			Invoices		2	\$4,650.00
38384	Black wrap to CRT van	Open		07/13/2026	08/07/2026	07/13/2026			4,000.00
38441	truck 136 decals	Open		07/17/2026	08/07/2026	07/17/2026			650.00
Vendor 4236 - Terminal Supply Co			Vendor 4236 - Terminal Supply Co Totals			Invoices		1	\$336.39
34379-00	wiring supplies	Open		07/17/2026	08/07/2026	07/17/2026			336.39
Vendor 4264 - TK Elevator			Vendor 4264 - TK Elevator Totals			Invoices		1	\$757.71
US57009	Full Maintenance	Open		07/13/2026	08/07/2026	07/13/2026			757.71
Vendor 4763 - Total Parking Solutions Inc			Vendor 4763 - Total Parking Solutions Inc Totals			Invoices		1	\$720.00
109591	Paper Rolls	Open		07/15/2026	08/07/2026	07/15/2026			720.00
Vendor 4311 - Trane US Inc			Vendor 4311 - Trane US Inc Totals			Invoices		1	\$84.14
22000050	Misc. Supplies	Open		07/15/2026	08/07/2026	07/15/2026			84.14
Vendor 4312 - Trans-Chicago Truck Group			Vendor 4312 - Trans-Chicago Truck Group Totals			Invoices		1	\$3,658.41
R101034708:01	Emmission repairs 151	Open		07/13/2026	08/07/2026	07/13/2026			3,658.41
Vendor 4920 - USA Bluebook			Vendor 4920 - USA Bluebook Totals			Invoices		2	\$431.26
INV01087699	Chemical Test Kits	Open		07/10/2026	08/07/2026	07/10/2026			241.26
INV01095524	Hydrant Meter Lock	Open		07/10/2026	08/07/2026	07/10/2026			190.00
Sub-Department PW Admin.			Sub-Department PW Admin. Totals			Invoices		115	\$122,685.16
Department PW Admin - PW Administration			Department PW Admin - PW Administration Totals			Invoices		117	\$128,783.75

PW Admin PW Administration

Department **PW Engineering - PW Engineering**Vendor **5618 - Baxter & Woodman, Inc.**

0286671	Barrington Road Sewer Replacement - Design Engineering Services	Open		07/14/2026	08/07/2026	07/14/2026			1,640.00
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Vendor **5618 - Baxter & Woodman, Inc.** Totals Invoices 1 \$1,640.00

Vendor **577 - BLA, Inc.**

24798-6	Engineering Assistance	Open		07/14/2026	08/07/2026	07/14/2026			17,550.00
24799-5	Center Ave Sidewalk - Phase III Engineering	Open		07/14/2026	08/07/2026	07/14/2026			11,760.00



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Accounts Payable Invoice Report

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Invoice Due Date Range 07/17/26 - 08/07/26

Report By Department - Vendor - Invoice

Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
			Vendor	577 - BLA, Inc. Totals		Invoices	2		\$29,310.00
Vendor	7677 - Builders Paving LLC								
2605502	Resurfacing Project	Open		07/14/2026	08/07/2026	07/14/2026			1,296,384.70
			Vendor	7677 - Builders Paving LLC Totals		Invoices	1		\$1,296,384.70
Vendor	6959 - H&H Electric Company								
48270 R1	Streetlight Maintenance	Open		07/14/2026	08/07/2026	07/14/2026			395.79
48966	Streetlight Maintenance	Open		07/14/2026	08/07/2026	07/14/2026			20,449.01
49258	Streetlight Maintenance	Open		07/14/2026	08/07/2026	07/14/2026			937.46
49323	Streetlight Maintenance	Open		07/14/2026	08/07/2026	07/14/2026			1,136.89
49345	Streetlight Maintenance	Open		07/14/2026	08/07/2026	07/14/2026			3,719.72
			Vendor	6959 - H&H Electric Company Totals		Invoices	5		\$26,638.87
Vendor	5147 - HR Green Inc								
4-204164	Lake Street Multi-Use Path	Open		07/14/2026	08/07/2026	07/14/2026			22,028.01
	Funding Agreement with IDOT								
8-195562	Arlington Drive Bridge - Phase 3	Open		07/14/2026	08/07/2026	07/14/2026			20,078.36
	Engineering								
			Vendor	5147 - HR Green Inc Totals		Invoices	2		\$42,106.37
Vendor	3752 - Rubino Engineering Inc								
11891	Material Testing Services	Open		07/14/2026	08/07/2026	07/14/2026			1,835.00
			Vendor	3752 - Rubino Engineering Inc Totals		Invoices	1		\$1,835.00
Vendor	7012 - SKC Construction Inc								
10506	Crack Sealing Project	Open		07/14/2026	08/07/2026	07/14/2026			118,457.46
			Vendor	7012 - SKC Construction Inc Totals		Invoices	1		\$118,457.46
Vendor	4045 - Spaceco Inc								
105471	Andover Dr South Watermain	Open		07/14/2026	08/07/2026	07/14/2026			1,890.00
	Replacement Project								
			Vendor	4045 - Spaceco Inc Totals		Invoices	1		\$1,890.00
Vendor	6660 - WBK Engineering								
INV-0000134696	TIF #4 Improvements Design	Open		07/14/2026	08/07/2026	07/14/2026			560.00
	Contract								
			Vendor	6660 - WBK Engineering Totals		Invoices	1		\$560.00
			Department	PW Engineering - PW Engineering Totals		Invoices	15		\$1,518,822.40
PW Engineering PW Engineering									
Department PW Fleet Svcs - PW Fleet Services									
Vendor	8659 - Knapheide Equipment CO-Chicago								
INV-79-2753838-0	Plow and Liftgate installed on new	Open		07/13/2026	08/07/2026	07/13/2026			11,781.00
	136								
INV-79-2753840-0	Plow and liftgate installed on new	Open		07/13/2026	08/07/2026	07/13/2026			11,781.00
	103								
			Vendor	8659 - Knapheide Equipment CO-Chicago Totals		Invoices	2		\$23,562.00
Vendor	4312 - Trans-Chicago Truck Group								



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Accounts Payable Invoice Report

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Invoice Due Date Range 07/17/26 - 08/07/26

Report By Department - Vendor - Invoice

Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
DE-05871	Final payment truck 18 chassis	Open		07/08/2026	08/07/2026	07/08/2026			116,475.00
		Vendor	4312 - Trans-Chicago Truck Group	Totals		Invoices	1		\$116,475.00
		Department	PW Fleet Svcs - PW Fleet Services	Totals		Invoices	3		\$140,037.00

PW Fleet Svcs PW Fleet Services

Department **PW Public Bldgs - PW Public Buildings**Vendor **7105 - Hartwig Mechanical Inc**

18685	Fire Department #15 Hose Reel	Open		07/15/2026	08/07/2026	07/15/2026			19,935.68
		Vendor	7105 - Hartwig Mechanical Inc	Totals		Invoices	1		\$19,935.68
		Department	PW Public Bldgs - PW Public Buildings	Totals		Invoices	1		\$19,935.68

PW Public Bldgs PW Public Buildings

Department **Sewage Trtmnt - Sewage Treatment**Vendor **5618 - Baxter & Woodman, Inc.**

0287032	IEPA Permit Renewal	Open		07/13/2026	08/07/2026	07/13/2026			2,450.00
		Vendor	5618 - Baxter & Woodman, Inc.	Totals		Invoices	1		\$2,450.00

		Vendor	4184 - Synagro Central, LLC						
69776	Biosolids Dewatering and Land Application	Open		07/13/2026	08/07/2026	07/13/2026			83,850.43
		Vendor	4184 - Synagro Central, LLC	Totals		Invoices	1		\$83,850.43

		Vendor	5302 - Trotter & Associates Inc						
26-26565	Sludge Handling and Design Engineering	Open		07/13/2026	08/07/2026	07/13/2026			28,411.25
		Vendor	5302 - Trotter & Associates Inc	Totals		Invoices	1		\$28,411.25
		Department	Sewage Trtmnt - Sewage Treatment	Totals		Invoices	3		\$114,711.68

Sewage Trtmnt Sewage Treatment

Department **Village Manager - Village Manager**Sub-Department **Village Manager.Check Request Village Manager,Check Request**Vendor **1761 - Hagg Press**

126795	Business Cards - Burke	Open		07/16/2026	08/07/2026	07/16/2026			97.00
		Vendor	1761 - Hagg Press	Totals		Invoices	1		\$97.00

		Vendor	7196 - Kristin Schurig						
26057	Summer Soiree Stage Banners	Open		07/16/2026	08/07/2026	07/16/2026			625.00
		Vendor	7196 - Kristin Schurig	Totals		Invoices	1		\$625.00

		Vendor	4899 - S.B. Friedman & Company						
1.43.26	Profession Services - TIF #3	Open		07/16/2026	08/07/2026	07/16/2026			3,860.00
		Vendor	4899 - S.B. Friedman & Company	Totals		Invoices	1		\$3,860.00

Vendor **6064 - Swank Motion Pictures**



Hanover Park^{USA}

Accounts Payable Invoice Report

7-A.12

Invoice Due Date Range 07/17/26 - 08/07/26

Report By Department - Vendor - Invoice

Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
DB4391455	Movie in the Park (7-17-26)	Open		07/16/2026	08/07/2026	07/16/2026			525.00
			Vendor 6064 - Swank Motion Pictures Totals			Invoices	1		\$525.00
	Sub-Department Village Manager		Check Request Village Manager , Check Request Totals			Invoices	4		\$5,107.00
			Department Village Manager - Village Manager Totals			Invoices	4		\$5,107.00

Village Manager Village Manager _____

Department **Water Maint - Water Maintenance**

Vendor **6945 - Subsurface Solutions**

31342	JULIE Locating Device	Open		07/20/2026	08/07/2026	07/20/2026			9,993.65
			Vendor 6945 - Subsurface Solutions Totals			Invoices	1		\$9,993.65
			Department Water Maint - Water Maintenance Totals			Invoices	1		\$9,993.65

Water Maint Water Maintenance _____

Grand Totals	Invoices	318	\$2,305,403.70
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2450-004
John & Lucy Obregon
5240 Arlington CIR Hanover Park, IL 60133

Transaction Details

Transaction Date 07/22/2026
G/L Date 07/22/2026
Adjustment Type Refund
Adjustment Amount \$78.54

Reason

Reference Transaction
Activity Date 07/22/2026
Reason Refund Adjustment - Refund Adjustment
Description Account was closed the same day that bank drafts were processed. Refund overpayment.

Note

Requested Adjustment

Charge Category	Amount	Charge Category	Amount	Charge Category	Amount	Charge Category	Amount
		Overpayments					
		Overpayments	78.54				

3120-002
Maryia Radkevich
1272 Arlington DR W Hanover Park, IL 60133

Transaction Details

Transaction Date 07/24/2026
G/L Date 07/24/2026
Adjustment Type Refund
Adjustment Amount \$2.63

Reason

Reference Transaction
Activity Date 07/24/2026
Reason Refund Adjustment - Refund Adjustment
Description Paid move out bill twice. Refund one
Note

Requested Adjustment

Charge Category	Amount	Charge Category	Amount	Charge Category	Amount	Charge Category	Amount
		Overpayments					
		Overpayments	2.63				

Audit Information

Created By Thorson, Suzanne on 07/22/2026 at 11:56 AM
Last Changed By

Refund Information

Refund Type
Refund Number
Refund Date
Refund Status

Refund Recipient

Recipient Type Primary Customer
Name John & Lucy Obregon
Address 4930 W Superior St Chicago, IL 60644

Audit Information

Created By Thorson, Suzanne on 07/24/2026 at 9:01 AM
Last Changed By

Refund Information

Refund Type
Refund Number
Refund Date
Refund Status

Refund Recipient

Recipient Type Primary Customer
Name Maryia Radkevich
Address 845 N Center Way Star, ID 83669

Total Accounts 2 Total Adjustments \$81.17

Requested Adjustment Totals

Charge Category	Amount	Charge Category	Amount	Charge Category	Amount	Charge Category	Amount
		Overpayments					
		Overpayments	81.17				

Resulting Action Totals

Charge Category	Amount	Charge Category	Amount	Charge Category	Amount	Charge Category	Amount
		Overpayments					
		Overpayments	81.17				

Hanover Park^{USA}

Accounts Payable Invoice Report

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Payment Date Range 07/08/26 - 07/30/26

Report By Vendor - Invoice

Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 7786 - Adam Belmares Caricatures									
7786-2025-1211-1	Cops Day Picnic	Paid by Check #77845		05/27/2026	05/27/2026	05/27/2026		07/15/2026	1,050.00
		Vendor 7786 - Adam Belmares Caricatures Totals				Invoices	1		\$1,050.00
Vendor 134 - AFLAC									
2026-00000145	AFLAC Insurance - June 2026	Paid by Check #71473		07/14/2026	07/14/2026	07/14/2026		07/30/2026	2,274.08
		Vendor 134 - AFLAC Totals				Invoices	1		\$2,274.08
Vendor 4849 - Bank of New York - JAWA									
7/6/26 JAWA	6/26 JAWA Payment	Paid by EFT #11827		07/24/2026	07/24/2026	07/24/2026		07/24/2026	465,494.00
		Vendor 4849 - Bank of New York - JAWA Totals				Invoices	1		\$465,494.00
Vendor 4779 - Rodney Craig									
726-4779	IML BOD Meeting Per Diem	Paid by Check #78071		07/17/2026	07/17/2026	07/17/2026		07/22/2026	230.00
		Vendor 4779 - Rodney Craig Totals				Invoices	1		\$230.00
Vendor 1796 - Hanover Park Prof FF Local 3452									
2026-00000132	IAFF - Union Dues - June 2026	Paid by Check #71468		06/30/2026	06/30/2026	06/30/2026		07/28/2026	1,803.50
		Vendor 1796 - Hanover Park Prof FF Local 3452 Totals				Invoices	1		\$1,803.50
Vendor 7218 - HFS Bureau of Fiscal Operations-GEMT									
GEMTFY26Q3-236	GEMT Payment (1/1/26-3/31/26)	Paid by EFT #11826		07/16/2026	07/16/2026	07/16/2026		07/16/2026	103,041.96
		Vendor 7218 - HFS Bureau of Fiscal Operations-GEMT Totals				Invoices	1		\$103,041.96
Vendor 4777 - Illinois Department Of Revenue									
2026-00000147	IL W/H - 2026.07.17 Payroll	Paid by EFT #78362		07/17/2026	07/17/2026	07/17/2026		07/17/2026	38,093.65
		Vendor 4777 - Illinois Department Of Revenue Totals				Invoices	1		\$38,093.65
Vendor 4818 - Illinois Funds - Fire Pension Fund									
2026-00000148	Fire Pension W/H - 2026.07.17 Payroll	Paid by EFT #78363		07/17/2026	07/17/2026	07/17/2026		07/17/2026	15,561.23
		Vendor 4818 - Illinois Funds - Fire Pension Fund Totals				Invoices	1		\$15,561.23
Vendor 4817 - Illinois Funds - Police Pension Fund									
2026-00000149	Police Pension W/H - 2026.07.17 Payroll	Paid by EFT #78364		07/17/2026	07/17/2026	07/17/2026		07/17/2026	26,665.48
		Vendor 4817 - Illinois Funds - Police Pension Fund Totals				Invoices	1		\$26,665.48
Vendor 4743 - Illinois Municipal Retirement Fund									
2026-00000153	IMRF - June 2026	Paid by EFT #1570		07/22/2026	07/22/2026	07/22/2026		07/22/2026	107,675.72
		Vendor 4743 - Illinois Municipal Retirement Fund Totals				Invoices	1		\$107,675.72
Vendor 5087 - Illinois Office of the Attorney General									
Reynolds 2026	Sex Offender Registration Fee	Paid by Check #77848		06/24/2026	06/24/2026	06/24/2026		07/16/2026	30.00
Utle 2026	Sex Offender Registration Fee	Paid by Check #78073		07/24/2026	07/24/2026	07/24/2026		07/30/2026	30.00
		Vendor 5087 - Illinois Office of the Attorney General Totals				Invoices	2		\$60.00
Vendor 5086 - Illinois State Police									
Reynolds 2026	Sex Offender Registration Fee	Paid by Check #77849		06/24/2026	06/24/2026	06/24/2026		07/16/2026	30.00
Utle 2026	Sex Offender Registration Fee	Paid by Check #78074		07/24/2026	07/24/2026	07/24/2026		07/30/2026	30.00
		Vendor 5086 - Illinois State Police Totals				Invoices	2		\$60.00
Vendor 4741 - Internal Revenue Service									



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Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
2026-00000150	Federal W/H Tax - 2026.07.17 Payroll	Paid by EFT #78365		07/17/2026	07/17/2026	07/17/2026		07/17/2026	210,945.65
		Vendor 4741 - Internal Revenue Service Totals				Invoices	1		\$210,945.65
Vendor 2508 - Legal Shield									
2026-00000146	Legal Shield Premiums - June 2026	Paid by Check #71474		07/14/2026	07/14/2026	07/14/2026		07/30/2026	501.40
		Vendor 2508 - Legal Shield Totals				Invoices	1		\$501.40
Vendor 4744 - Metropolitan Alliance of Police									
2026-00000133	MAP - Union Dues - June 2026	Paid by Check #71469		06/30/2026	06/30/2026	06/30/2026		07/28/2026	3,017.00
		Vendor 4744 - Metropolitan Alliance of Police Totals				Invoices	1		\$3,017.00
Vendor 3774 - S.E.I.U. Local No. 73 AFL-CIO									
2026-00000134	SEIU - Union Dues - June 2026	Paid by Check #71470		06/30/2026	06/30/2026	06/30/2026		07/28/2026	238.84
		Vendor 3774 - S.E.I.U. Local No. 73 AFL-CIO Totals				Invoices	1		\$238.84
Vendor 4742 - State Disbursement Fund									
2026-00000151	PR Maint - 2026.07.17 Payroll	Paid by EFT #78366		07/17/2026	07/17/2026	07/17/2026		07/17/2026	2,549.29
		Vendor 4742 - State Disbursement Fund Totals				Invoices	1		\$2,549.29
Vendor 4223 - Teamsters Local Union 700									
2026-00000135	TEAMSTERS - Union Dues - June 2026	Paid by Check #71471		06/30/2026	06/30/2026	06/30/2026		07/28/2026	2,280.00
		Vendor 4223 - Teamsters Local Union 700 Totals				Invoices	1		\$2,280.00
Vendor 7159 - Thomas H. Hooper, Trustee									
2026-00000136	Wage Garnishment Acct # 22-01412 - June 2026	Paid by Check #71472		06/30/2026	06/30/2026	06/30/2026		07/28/2026	1,108.00
		Vendor 7159 - Thomas H. Hooper, Trustee Totals				Invoices	1		\$1,108.00
Vendor 5085 - Treasurer of the State of Illinois									
Reynolds 2026	Sex Offender Registration Fee	Paid by Check #77850		06/24/2026	06/24/2026	06/24/2026		07/16/2026	5.00
Utlely 2026	Sex Offender Registration Fee	Paid by Check #78075		07/24/2026	07/24/2026	07/24/2026		07/30/2026	5.00
		Vendor 5085 - Treasurer of the State of Illinois Totals				Invoices	2		\$10.00
Vendor 4819 - Vantagepoint Transfer Agents-301208									
2026-00000152	ICMA Contributions - 2026.07.17 Payroll	Paid by EFT #78367		07/17/2026	07/17/2026	07/17/2026		07/17/2026	38,482.38
		Vendor 4819 - Vantagepoint Transfer Agents-301208 Totals				Invoices	1		\$38,482.38
Vendor 4473 - Village of Hanover Park Petty Cash									
4/26-9	Recruitment Meal Expenses	Paid by Check #77851		06/24/2026	06/24/2026	06/24/2026		07/16/2026	47.00
5/26-2	Meal & Fuel Expense	Paid by Check #77851		06/24/2026	06/24/2026	06/24/2026		07/16/2026	37.67
5/26-3	Training Meal Expense	Paid by Check #77851		06/24/2026	06/24/2026	06/24/2026		07/16/2026	44.21
5/26-4	Meal Expense	Paid by Check #77851		06/24/2026	06/24/2026	06/24/2026		07/16/2026	39.66
5/26-5	Training Meal Expense	Paid by Check #77851		06/24/2026	06/24/2026	06/24/2026		07/16/2026	42.79
6/26-1	Alliance Chief's Meeting	Paid by Check #77851		06/24/2026	06/24/2026	06/24/2026		07/16/2026	27.90
6/26-2	Assessment Center Food	Paid by Check #77851		06/24/2026	06/24/2026	06/24/2026		07/16/2026	7.19
6/26-3	Meeting Supplies for Public Works	Paid by Check #77851		06/24/2026	06/24/2026	06/24/2026		07/16/2026	16.94
COPS Picnic-2026	Bank-Cops Day Picnic 2026	Paid by Check #77852		07/13/2026	07/13/2026	07/13/2026		07/16/2026	200.00



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Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 4473 - Village of Hanover Park Petty Cash Totals						Invoices	9		\$463.36
Grand Totals						Invoices	33		\$1,021,605.54



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Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 4777 - Illinois Department Of Revenue									
2026-00000139	IL W/H - 2026.07.03 Payroll	Paid by EFT #78356		07/03/2026	07/03/2026	07/03/2026		07/03/2026	38,262.38
		Vendor 4777 - Illinois Department Of Revenue Totals				Invoices	1		\$38,262.38
Vendor 4818 - Illinois Funds - Fire Pension Fund									
2026-00000140	Fire Pension W/H - 2026.07.03 Payroll	Paid by EFT #78357		07/03/2026	07/03/2026	07/03/2026		07/03/2026	15,407.09
		Vendor 4818 - Illinois Funds - Fire Pension Fund Totals				Invoices	1		\$15,407.09
Vendor 4817 - Illinois Funds - Police Pension Fund									
2026-00000141	Police Pension W/H - 2026.07.03 Payroll	Paid by EFT #78358		07/03/2026	07/03/2026	07/03/2026		07/03/2026	26,444.54
		Vendor 4817 - Illinois Funds - Police Pension Fund Totals				Invoices	1		\$26,444.54
Vendor 4741 - Internal Revenue Service									
2026-00000142	Federal W/H Tax - 2026.07.03 Payroll	Paid by EFT #78359		07/03/2026	07/03/2026	07/03/2026		07/03/2026	212,509.59
		Vendor 4741 - Internal Revenue Service Totals				Invoices	1		\$212,509.59
Vendor 4742 - State Disbursement Fund									
2026-00000143	PR Maint - 2026.07.03 Payroll	Paid by EFT #78360		07/03/2026	07/03/2026	07/03/2026		07/03/2026	2,549.29
		Vendor 4742 - State Disbursement Fund Totals				Invoices	1		\$2,549.29
Vendor 4819 - Vantagepoint Transfer Agents-301208									
2026-00000144	ICMA Contributions - 2026.07.03 Payroll	Paid by EFT #78361		07/03/2026	07/03/2026	07/03/2026		07/03/2026	38,927.22
		Vendor 4819 - Vantagepoint Transfer Agents-301208 Totals				Invoices	1		\$38,927.22
		Grand Totals				Invoices	6		\$334,100.11

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Report By Vendor - Invoice

Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 6869 - ABC Supply Co									
2010849842	Solar Seal	Paid by EFT #11785		06/30/2026	06/30/2026	06/30/2026		07/25/2026	57.85
Vendor 6869 - ABC Supply Co Totals				Invoices				1	\$57.85
Vendor 4946 - Amazon.com									
0022627	Office Supplies	Paid by EFT #11789		06/30/2026	06/30/2026	06/30/2026		07/25/2026	45.49
01427647673032	Misc. Supplies for Street Division	Paid by EFT #11741		06/30/2026	06/30/2026	06/30/2026		07/25/2026	24.93
09621091232201	Wiring Supplies	Paid by EFT #11746		06/30/2026	06/30/2026	06/30/2026		07/25/2026	28.18
10014118260240	Safety Supplies for Water Dept.	Paid by EFT #11733		06/30/2026	06/30/2026	06/30/2026		07/25/2026	38.63
111-6928381	Rehab 15 Sports Mix	Paid by EFT #11759		06/30/2026	06/30/2026	06/30/2026		07/25/2026	179.70
114-4438893	Retirement Party Supplies	Paid by EFT #11777		06/30/2026	06/30/2026	06/30/2026		07/25/2026	74.79
114-7240710	Ladder Supplies	Paid by EFT #11762		06/30/2026	06/30/2026	06/30/2026		07/25/2026	28.99
114-8339176	Kitchen Supplies	Paid by EFT #11763		06/30/2026	06/30/2026	06/30/2026		07/25/2026	142.57
114-8862649	Employee Recognition	Paid by EFT #11755		06/30/2026	06/30/2026	06/30/2026		07/25/2026	70.53
114-8920625	Cleaning Supplies	Paid by EFT #11766		06/30/2026	06/30/2026	06/30/2026		07/25/2026	162.60
22819910091404	Fire Engine Lights	Paid by EFT #11750		06/30/2026	06/30/2026	06/30/2026		07/25/2026	39.99
26826944365038	Misc. Supplies for Street Dept.	Paid by EFT #11743		06/30/2026	06/30/2026	06/30/2026		07/25/2026	349.78
2996211fun	Commodities-misc-Fun	Paid by EFT #11823		06/30/2026	06/30/2026	06/30/2026		07/25/2026	144.96
	Committee-U.S. 250th Anniv								
	Duckies								
32623918112222	Water Dept. Office Supplies	Paid by EFT #11734		06/30/2026	06/30/2026	06/30/2026		07/25/2026	52.47
35199380626610	Misc. Supplies for Street Division	Paid by EFT #11742		06/30/2026	06/30/2026	06/30/2026		07/25/2026	67.00
3524343-8783410	CIDC Pride Month Event 6-27-26	Paid by EFT #11804		06/30/2026	06/30/2026	06/30/2026		07/25/2026	57.58
3622618	Office Supplies	Paid by EFT #11786		06/30/2026	06/30/2026	06/30/2026		07/25/2026	44.42
40743470766660	Misc. Street Department Supplies	Paid by EFT #11740		06/30/2026	06/30/2026	06/30/2026		07/25/2026	7.90
5445863	iPad cases	Paid by EFT #11810		06/30/2026	06/30/2026	06/30/2026		07/25/2026	45.64
57945645465863	Tire inflation indicator truck 25	Paid by EFT #11747		06/30/2026	06/30/2026	06/30/2026		07/25/2026	170.00
59250591721816	Small Tools	Paid by EFT #11752		06/30/2026	06/30/2026	06/30/2026		07/25/2026	49.98
6315014-7924235	Jesus Hernandez Retirement	Paid by EFT #11803		06/30/2026	06/30/2026	06/30/2026		07/25/2026	750.00
66317640709832	Fire Engine Lights	Paid by EFT #11751		06/30/2026	06/30/2026	06/30/2026		07/25/2026	46.98
67302615132243	Water Dept. Misc. Supplies	Paid by EFT #11732		06/30/2026	06/30/2026	06/30/2026		07/25/2026	111.88
71485107720260	Street Department Supplies	Paid by EFT #11736		06/30/2026	06/30/2026	06/30/2026		07/25/2026	23.42
74771722781851	Forestry Dept. Supplies	Paid by EFT #11737		06/30/2026	06/30/2026	06/30/2026		07/25/2026	189.99
77415903625843	Misc. Supplies for Street Dept.	Paid by EFT #11744		06/30/2026	06/30/2026	06/30/2026		07/25/2026	96.43
78883269733808	Water Dept. Office Supplies	Paid by EFT #11731		06/30/2026	06/30/2026	06/30/2026		07/25/2026	85.32
90736645949063	Forestry Dept. Supplies	Paid by EFT #11738		06/30/2026	06/30/2026	06/30/2026		07/25/2026	899.70
9139405	Rechargeable Batteries	Paid by EFT #11811		06/30/2026	06/30/2026	06/30/2026		07/25/2026	60.22
Vendor 4946 - Amazon.com Totals				Invoices				30	\$4,090.07
Vendor 6493 - American Heart Association									
004323398	Park District CPR Cards	Paid by EFT #11768		06/30/2026	06/30/2026	06/30/2026		07/25/2026	468.75
Vendor 6493 - American Heart Association Totals				Invoices				1	\$468.75
Vendor 5678 - American Petroleum Institute									
TRAIN0025364	Illinois Class C Online Training	Paid by EFT #11753		06/30/2026	06/30/2026	06/30/2026		07/25/2026	10.00

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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
		Vendor	5678 - American Petroleum Institute	Totals		Invoices	1		\$10.00
Vendor 252 - American Planning Association									
70126apasg	Commodities-Memberships/Subscriptions-APAsg	Paid by EFT #11825		06/30/2026	06/30/2026	06/30/2026		07/25/2026	776.50
		Vendor	252 - American Planning Association	Totals		Invoices	1		\$776.50
Vendor 254 - American Public Works Association-APWA									
000943919	Registration for Chapter Event at the PWX2026 Convention	Paid by EFT #11735		06/30/2026	06/30/2026	06/30/2026		07/25/2026	75.00
		Vendor	254 - American Public Works Association-APWA	Totals		Invoices	1		\$75.00
Vendor 5244 - B & H Photo									
1129610038	Squad car supplies	Paid by EFT #11718		06/30/2026	06/30/2026	06/30/2026		07/25/2026	158.76
		Vendor	5244 - B & H Photo	Totals		Invoices	1		\$158.76
Vendor 5556 - Bartlett Area Chamber of Commerce									
26835	Multi-Chamber Legislative Breakfast - Craig	Paid by EFT #11792		06/30/2026	06/30/2026	06/30/2026		07/25/2026	20.00
26843	Multi-Chamber Legislative Breakfast - Merrill	Paid by EFT #11790		06/30/2026	06/30/2026	06/30/2026		07/25/2026	20.00
26851	Multi-Chamber Legislative Breakfast - Broccolino	Paid by EFT #11787		06/30/2026	06/30/2026	06/30/2026		07/25/2026	20.00
6426baccsg	Contractual Services-Special Events-Chamber Events	Paid by EFT #11822		06/30/2026	06/30/2026	06/30/2026		07/25/2026	30.00
		Vendor	5556 - Bartlett Area Chamber of Commerce	Totals		Invoices	4		\$90.00
Vendor 8614 - Bosch Automotive Service Solutions LLC									
1004108896A	Credit for tax charged on original invoice	Paid by EFT #11754		06/30/2026	06/30/2026	06/30/2026		07/25/2026	(191.50)
		Vendor	8614 - Bosch Automotive Service Solutions LLC	Totals		Invoices	1		(\$191.50)
Vendor 8718 - Brewpoint Craft Elmhurst									
62526apaas	Contractual Services-Training/Conf/Mtgs-1-STaff Training Misc	Paid by EFT #11821		06/30/2026	06/30/2026	06/30/2026		07/25/2026	23.18
		Vendor	8718 - Brewpoint Craft Elmhurst	Totals		Invoices	1		\$23.18
Vendor 6083 - Cabela's									
13650Q	Three Forks Lug Chest (2)	Paid by EFT #11729		06/30/2026	06/30/2026	06/30/2026		07/25/2026	199.96
		Vendor	6083 - Cabela's	Totals		Invoices	1		\$199.96
Vendor 6222 - Canva.com									
PAHMXtdkXv8	America250 Stickers	Paid by EFT #11791		06/30/2026	06/30/2026	06/30/2026		07/25/2026	184.80
		Vendor	6222 - Canva.com	Totals		Invoices	1		\$184.80
Vendor 731 - Caputo's									
63410Q	Budget planning meeting	Paid by EFT #11723		06/02/2026	06/30/2026	06/30/2026		07/25/2026	21.67
03815499	Food - Special Board Mtg.	Paid by EFT #11796		06/30/2026	06/30/2026	06/30/2026		07/25/2026	56.47
		Vendor	731 - Caputo's	Totals		Invoices	2		\$78.14
Vendor 5212 - Code Two									
1357735	Email Signature Subscription Julne 2026	Paid by EFT #11814		06/30/2026	06/30/2026	06/30/2026		07/25/2026	154.24



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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 972 - Comcast			Vendor 5212 - Code Two Totals				Invoices	1	\$154.24
0260025-0626	STP Comcast Bus Internet June 2026	Paid by EFT #11813		06/30/2026	06/30/2026	06/30/2026		07/25/2026	215.09
0290782-0526	FS15 Comcast Service May 2026	Paid by EFT #11812		06/30/2026	06/30/2026	06/30/2026		07/25/2026	42.90
			Vendor 972 - Comcast Totals				Invoices	2	\$257.99
Vendor 5051 - Comfort Inn / Choice Hotels International									
43590158	Major incident travel HPPC2602094 - hotel	Paid by EFT #11710		06/26/2026	06/30/2026	06/30/2026		07/25/2026	134.05
			Vendor 5051 - Comfort Inn / Choice Hotels International Totals				Invoices	1	\$134.05
Vendor 1051 - Country Donuts									
652026fun	Commodities-misc-Fun Committee-Donut Day	Paid by EFT #11820		06/30/2026	06/30/2026	06/30/2026		07/25/2026	112.86
			Vendor 1051 - Country Donuts Totals				Invoices	1	\$112.86
Vendor 6057 - Courtyard Marriott									
69536	Hotel for ILCMA Conference - Sage	Paid by EFT #11801		06/30/2026	06/30/2026	06/30/2026		07/25/2026	287.50
			Vendor 6057 - Courtyard Marriott Totals				Invoices	1	\$287.50
Vendor 8719 - Crave Cafe & Restaurant									
60126prologis	Contractual Services-Training/Conf/Mtgs-2-Meetings-Prologis	Paid by EFT #11824		06/30/2026	06/30/2026	06/30/2026		07/25/2026	29.87
			Vendor 8719 - Crave Cafe & Restaurant Totals				Invoices	1	\$29.87
Vendor 5990 - Dollar General									
92254Q	Meeting supplies	Paid by EFT #11724		05/31/2026	06/30/2026	06/30/2026		07/25/2026	27.00
48859Q	Meeting supplies	Paid by EFT #11726		06/27/2026	06/30/2026	06/30/2026		07/25/2026	17.95
			Vendor 5990 - Dollar General Totals				Invoices	2	\$44.95
Vendor 6174 - Einstein Bros Bagels - Store #1236									
5600350	Food for Lt. Testing - Interviews	Paid by EFT #11769		06/30/2026	06/30/2026	06/30/2026		07/25/2026	23.97
5603942	Alliance Chief's 2nd meeting - Food	Paid by EFT #11776		06/30/2026	06/30/2026	06/30/2026		07/25/2026	46.19
5614743	Food for Alliance Chief's Meeting	Paid by EFT #11764		06/30/2026	06/30/2026	06/30/2026		07/25/2026	46.19
			Vendor 6174 - Einstein Bros Bagels - Store #1236 Totals				Invoices	3	\$116.35
Vendor 6453 - EZ Cater									
U35-6KJ	Food - Special Board Mtg.	Paid by EFT #11795		06/30/2026	06/30/2026	06/30/2026		07/25/2026	178.30
			Vendor 6453 - EZ Cater Totals				Invoices	1	\$178.30
Vendor 5940 - Federal Aviation Administration									
3yxqm6kf	Drone Pilot Exam - Petrou	Paid by EFT #11727		06/19/2026	06/30/2026	06/30/2026		07/25/2026	175.00
			Vendor 5940 - Federal Aviation Administration Totals				Invoices	1	\$175.00
Vendor 8717 - First National Bank of Omaha									
NA-2026	Fraud Claim - Unknown Charge	Paid by EFT #11816		06/30/2026	06/30/2026	06/30/2026		07/25/2026	20.00
			Vendor 8717 - First National Bank of Omaha Totals				Invoices	1	\$20.00
Vendor 1664 - GMIS International									



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Report By Vendor - Invoice

Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
300010105	GMIS Membership Dues	Paid by EFT #11815		06/30/2026	06/30/2026	06/30/2026		07/25/2026	350.00
Vendor 1666 - Godaddy.Com		Vendor 1664 - GMIS International Totals				Invoices	1		\$350.00
4122401449	Domain Renewal hpiljobs.org	Paid by EFT #11809		06/30/2026	06/30/2026	06/30/2026		07/25/2026	192.54
Vendor 1666 - Godaddy.Com		Vendor 1666 - Godaddy.Com Totals				Invoices	1		\$192.54
Vendor 8704 - Hertz									
L6243979091	Major incident travel HPPC2602094	Paid by EFT #11711		06/19/2026	06/30/2026	06/30/2026		07/25/2026	112.68
Vendor 8704 - Hertz		Vendor 8704 - Hertz Totals				Invoices	1		\$112.68
Vendor 5013 - Hinckley Springs									
16E8760176224	Chemicals	Paid by EFT #11783		06/30/2026	06/30/2026	06/30/2026		07/25/2026	66.95
Vendor 5013 - Hinckley Springs		Vendor 5013 - Hinckley Springs Totals				Invoices	1		\$66.95
Vendor 5636 - Hyatt Regency Phoenix									
626-5636	USCM Summer Meeting Conf Hotel - Craig	Paid by EFT #11800		06/30/2026	06/30/2026	06/30/2026		07/25/2026	1,737.20
Vendor 5636 - Hyatt Regency Phoenix		Vendor 5636 - Hyatt Regency Phoenix Totals				Invoices	1		\$1,737.20
Vendor 1999 - IACE									
1999-2026-0626	Qtrly mtg- Greenberg,Hoffman,Arreola,Fuchs ,Kurzeja,Yurgil,Wagner	Paid by EFT #11712		06/26/2026	06/30/2026	06/30/2026		07/25/2026	525.00
Vendor 1999 - IACE		Vendor 1999 - IACE Totals				Invoices	1		\$525.00
Vendor 2008 - ICMA									
2195	Conference Registration - Sage	Paid by EFT #11802		06/30/2026	06/30/2026	06/30/2026		07/25/2026	1,155.00
Vendor 2008 - ICMA		Vendor 2008 - ICMA Totals				Invoices	1		\$1,155.00
Vendor 2041 - IL Department Of Public Health									
20090843	IDPH Annual Inspection Fee	Paid by EFT #11758		06/30/2026	06/30/2026	06/30/2026		07/25/2026	102.25
20090946	Nicholson Paramedic License	Paid by EFT #11756		06/30/2026	06/30/2026	06/30/2026		07/25/2026	41.00
Vendor 2041 - IL Department Of Public Health		Vendor 2041 - IL Department Of Public Health Totals				Invoices	2		\$143.25
Vendor 2054 - IL Municipal League									
S-64762	Conference Registration - Mayor Craig	Paid by EFT #11793		06/30/2026	06/30/2026	06/30/2026		07/25/2026	325.00
Vendor 2054 - IL Municipal League		Vendor 2054 - IL Municipal League Totals				Invoices	1		\$325.00
Vendor 5019 - Illinois Water Environment Association									
8GW304432E0808	Collection Facilities Committee Webinar	Paid by EFT #11784		06/30/2026	06/30/2026	06/30/2026		07/25/2026	30.00
Vendor 5019 - Illinois Water Environment Association		Vendor 5019 - Illinois Water Environment Association Totals				Invoices	1		\$30.00
Vendor 2121 - International Code Council Inc									
102239269	ICC certification - Greenberg	Paid by EFT #11707		05/29/2026	06/30/2026	06/30/2026		07/25/2026	320.00
102239272	ICC certification renewal - Arreola	Paid by EFT #11706		05/29/2026	06/30/2026	06/30/2026		07/25/2026	130.00
102245209	ICC Exam Seats	Paid by EFT #11767		06/30/2026	06/30/2026	06/30/2026		07/25/2026	765.00
14990116653	Training - Wagner	Paid by EFT #11717		06/30/2026	06/30/2026	06/30/2026		07/25/2026	49.00
Vendor 2121 - International Code Council Inc		Vendor 2121 - International Code Council Inc Totals				Invoices	4		\$1,264.00
Vendor 5073 - International Society of Arboriculture									



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Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
130234	ISA Certified Arborist Renewal Fee	Paid by EFT #11739		06/30/2026	06/30/2026	06/30/2026		07/25/2026	220.00
Vendor 5073 - International Society of Arboriculture Totals						Invoices	1		\$220.00
Vendor 2220 - Jewel-Osco									
0084940Q	Other - Records	Paid by EFT #11713		06/10/2026	06/30/2026	06/30/2026		07/25/2026	180.51
382712461170	Food & Paper Goods - Alliance Meeting	Paid by EFT #11775		06/30/2026	06/30/2026	06/30/2026		07/25/2026	79.88
591956461	Food/Snacks for Assessment Center	Paid by EFT #11780		06/30/2026	06/30/2026	06/30/2026		07/25/2026	74.41
60426fun	Commodities-misc-Fun Committee-Natl Donut Day	Paid by EFT #11817		06/30/2026	06/30/2026	06/30/2026		07/25/2026	27.46
60526fun	Commodities-misc-Fun Committee-Donut Day	Paid by EFT #11818		06/30/2026	06/30/2026	06/30/2026		07/25/2026	47.94
Vendor 2220 - Jewel-Osco Totals						Invoices	5		\$410.20
Vendor 8674 - Magnet Forensics, LLC									
ORD-62525	Training - Skonieczna	Paid by EFT #11716		06/04/2026	06/30/2026	06/30/2026		07/25/2026	3,799.00
Vendor 8674 - Magnet Forensics, LLC Totals						Invoices	1		\$3,799.00
Vendor 3716 - Marquardt & Humes Inc									
6029	Lobbying Services - June 2026	Paid by EFT #11788		06/30/2026	06/30/2026	06/30/2026		07/25/2026	2,000.00
Vendor 3716 - Marquardt & Humes Inc Totals						Invoices	1		\$2,000.00
Vendor 2810 - Menards									
18768Q	Squad car supplies; other supplies	Paid by EFT #11720		06/09/2026	06/30/2026	06/30/2026		07/25/2026	75.11
19710Q	Squad car supplies	Paid by EFT #11721		06/11/2026	06/30/2026	06/30/2026		07/25/2026	23.99
Vendor 2810 - Menards Totals						Invoices	2		\$99.10
Vendor 3023 - National Fire Protection Assoc									
986913	Public Education Materials - NFPA Toolkit	Paid by EFT #11761		06/30/2026	06/30/2026	06/30/2026		07/25/2026	502.76
Vendor 3023 - National Fire Protection Assoc Totals						Invoices	1		\$502.76
Vendor 3031 - National League of Cities									
726-3031	Conference Registration - Mayor Craig	Paid by EFT #11794		06/30/2026	06/30/2026	06/30/2026		07/25/2026	970.00
Vendor 3031 - National League of Cities Totals						Invoices	1		\$970.00
Vendor 3089 - NIPSTA									
107880365	Safety Management Training	Paid by EFT #11748		06/30/2026	06/30/2026	06/30/2026		07/25/2026	615.00
Vendor 3089 - NIPSTA Totals						Invoices	1		\$615.00
Vendor 7865 - OfficeSupply.com									
7052483	Recognition & Office Supplies	Paid by EFT #11808		06/30/2026	06/30/2026	06/30/2026		07/25/2026	61.80
Vendor 7865 - OfficeSupply.com Totals						Invoices	1		\$61.80
Vendor 3245 - Panera Bread									
121528293	Lunch for Lt. Assessment Testing	Paid by EFT #11779		06/30/2026	06/30/2026	06/30/2026		07/25/2026	106.52
6051716	Food for Lt. Assessment Testing	Paid by EFT #11778		06/30/2026	06/30/2026	06/30/2026		07/25/2026	93.63
Vendor 3245 - Panera Bread Totals						Invoices	2		\$200.15
Vendor 5030 - Paypal/Ebay									



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4719370550485669	SHRM Virtual Webinar for Dawn Scott	Paid by EFT #11805		06/30/2026	06/30/2026	06/30/2026		07/25/2026	10.00
		Vendor 5030 - Paypal/Ebay Totals				Invoices	1		\$10.00
Vendor 8289 - Pet Supplies Plus									
604260ops	Contractual Services- Training/Conf/Mtgs-1 Staff Training-Misc	Paid by EFT #11819		06/30/2026	06/30/2026	06/30/2026		07/25/2026	8.32
		Vendor 8289 - Pet Supplies Plus Totals				Invoices	1		\$8.32
Vendor 8681 - Radwell International LLC									
36589070	Tower 17 Basket Ladder Control Switch	Paid by EFT #11749		06/30/2026	06/30/2026	06/30/2026		07/25/2026	714.98
		Vendor 8681 - Radwell International LLC Totals				Invoices	1		\$714.98
Vendor 4962 - Rosati's Pizza									
79628Q	Budget planning meeting	Paid by EFT #11725		06/03/2026	06/30/2026	06/30/2026		07/25/2026	240.05
		Vendor 4962 - Rosati's Pizza Totals				Invoices	1		\$240.05
Vendor 3806 - Sam's Club									
10427334302	Coffee and supplies	Paid by EFT #11719		06/02/2026	06/30/2026	06/30/2026		07/25/2026	120.65
10433456911	Coffee Filters & Tablecovers	Paid by EFT #11760		06/30/2026	06/30/2026	06/30/2026		07/25/2026	54.44
10433532367	Supplies for Meetings	Paid by EFT #11799		06/30/2026	06/30/2026	06/30/2026		07/25/2026	40.36
44716964	Rehab Water and Coffee	Paid by EFT #11757		06/30/2026	06/30/2026	06/30/2026		07/25/2026	369.34
50322521	Batteries	Paid by EFT #11765		06/30/2026	06/30/2026	06/30/2026		07/25/2026	128.88
		Vendor 3806 - Sam's Club Totals				Invoices	5		\$713.67
Vendor 3943 - SHRM									
R78467925	HR Analyst Ad	Paid by EFT #11806		06/30/2026	06/30/2026	06/30/2026		07/25/2026	349.00
		Vendor 3943 - SHRM Totals				Invoices	1		\$349.00
Vendor 8676 - SkidSteers.com									
55939A	Rotating Log Grapple for Streets Dept.	Paid by EFT #11745		06/30/2026	06/30/2026	06/30/2026		07/25/2026	5,673.60
		Vendor 8676 - SkidSteers.com Totals				Invoices	1		\$5,673.60
Vendor 6085 - Sun Cleaners II									
13351Q	Miscellaneous cleaning	Paid by EFT #11730		06/19/2026	06/30/2026	06/30/2026		07/25/2026	38.00
		Vendor 6085 - Sun Cleaners II Totals				Invoices	1		\$38.00
Vendor 5157 - Target									
6167399129781481	Balloons for Retirement Party/Walkout	Paid by EFT #11781		06/30/2026	06/30/2026	06/30/2026		07/25/2026	18.00
		Vendor 5157 - Target Totals				Invoices	1		\$18.00
Vendor 5188 - The Capital Hilton									
97042609	RMS Project - K. Hernandez	Paid by EFT #11715		05/15/2026	06/30/2026	06/30/2026		07/25/2026	240.86
		Vendor 5188 - The Capital Hilton Totals				Invoices	1		\$240.86
Vendor 8712 - Trader Joe's									
44066	Food for Lt. Exam Interviews	Paid by EFT #11782		06/30/2026	06/30/2026	06/30/2026		07/25/2026	28.94
		Vendor 8712 - Trader Joe's Totals				Invoices	1		\$28.94
Vendor 8710 - Tuskegee Next Foundation									



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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
OC-139	Elected Official Tickets	Paid by EFT #11728		06/30/2026	06/30/2026	06/30/2026		07/25/2026	505.00
		Vendor 8710 - Tuskegee Next Foundation Totals				Invoices	1		\$505.00
Vendor 5484 - Uline									
209148402	Collection / Preservation of Evidence	Paid by EFT #11714		06/09/2026	06/30/2026	06/30/2026		07/25/2026	181.21
		Vendor 5484 - Uline Totals				Invoices	1		\$181.21
Vendor 4999 - United Airlines									
O9D2KH	Major incident travel HPPC2602094	Paid by EFT #11709		06/19/2026	06/30/2026	06/30/2026		07/25/2026	805.20
OTYJB6	Major incident travel HPPC2602094	Paid by EFT #11708		06/19/2026	06/30/2026	06/30/2026		07/25/2026	598.80
DYLKEP	Flight for Mayors Meeting- Craig	Paid by EFT #11797		06/30/2026	06/30/2026	06/30/2026		07/25/2026	430.80
		Vendor 4999 - United Airlines Totals				Invoices	3		\$1,834.80
Vendor 4990 - Walgreen Company									
10170Q	Batteries	Paid by EFT #11705		06/24/2026	06/30/2026	06/30/2026		07/25/2026	23.96
9215455126060303	May Raffles - Wellness Mental Health	Paid by EFT #11807		06/30/2026	06/30/2026	06/30/2026		07/25/2026	100.00
		Vendor 4990 - Walgreen Company Totals				Invoices	2		\$123.96
Vendor 4535 - Walmart									
75286Q	Prisoner meals	Paid by EFT #11722		05/28/2026	06/30/2026	06/30/2026		07/25/2026	69.00
2000145-89605822	Donuts for National Donut Day	Paid by EFT #11772		06/30/2026	06/30/2026	06/30/2026		07/25/2026	30.34
200014589605822	Refund-Items Not Delivered	Paid by EFT #11773		06/30/2026	06/30/2026	06/30/2026		07/25/2026	(30.34)
2000147-54462911	Donuts for National Donut Day	Paid by EFT #11770		06/30/2026	06/30/2026	06/30/2026		07/25/2026	56.04
2000147-94950986	National Donut Day - Fire Department	Paid by EFT #11774		06/30/2026	06/30/2026	06/30/2026		07/25/2026	42.88
200014754462911	Refund - Items Not Delivered	Paid by EFT #11771		06/30/2026	06/30/2026	06/30/2026		07/25/2026	(56.04)
		Vendor 4535 - Walmart Totals				Invoices	6		\$111.88
Vendor 4648 - Wings Program Inc									
2ec4c9b2cf7	Event Registration - Mayor Craig	Paid by EFT #11798		06/30/2026	06/30/2026	06/30/2026		07/25/2026	350.00
		Vendor 4648 - Wings Program Inc Totals				Invoices	1		\$350.00
		Grand Totals				Invoices	121		\$33,454.52