



**NAPERVILLE CITY COUNCIL MEETING
COUNCIL CHAMBERS – MUNICIPAL CENTER
FINAL AGENDA**

02/15/2011

6:00 p.m. – CLOSED SESSION

7:00 p.m. – OPEN SESSION FOR PUBLIC

CALL TO ORDER:

A. ROLL CALL:

B. CLOSED SESSION - 6:00 p.m.

OPEN SESSION - 7:00 p.m.

C. PLEDGE TO THE FLAG:

D. AWARDS AND RECOGNITIONS:

1. Recognize February Employee of the Month Shawn Pirzada

E. PUBLIC FORUM:

F. HOLDOVER ITEMS:

G. PETITIONS AND COMMUNICATIONS TO THE COUNCIL:

**H. CONSIDERATION OF MOTION TO USE OMNIBUS METHOD
FOR REMAINING ITEMS:**

I. CONSENT AGENDA:

1. Approve the 2/3/2011 Cash Disbursements in the amount of \$8,675,581.79.
2. Approve the Award of Bid 11-118, Mill and Commons Intersection Improvements, to Geneva Construction for an amount of \$598,341.23 plus a 3% contingency.
3. Approve the award of RFP 11-002, Engineering Design for Relocation of Transmission Poles, to Electrical Consultants, Inc. for an amount of

FINAL AGENDA
CITY COUNCIL MEETING
02/15/2011
Page 2

\$160,000.

4. Approve the award of Change Order #2 to Contract 10-013, South Operation Center Building Addition, to Foxfield Construction for an amount not to exceed \$26,511.00, and an extension to the contract time by an addition of 236 days for final completion.
5. Approve award of Change Order #1 to Contract 11-057, Roadway Snow Removal, to various contractors for an amount not to exceed \$120,000 for a total award amount of \$503,250, and allow staff to make the appropriate budget adjustments.
6. Approve the award of Change Order #3 to Contract 09-077, Specialty Winter Services Operation to Tovar Snow Professionals for an amount not to exceed \$175,000 bringing the grand total award to \$398,200, and authorize staff to make the appropriate budget adjustments.
7. Approve Mayoral appointment to the Naper Settlement Museum Board.
8. Approve the release of Not Restricted (NR) Closed Session Minutes.
9. Accept the public street improvements at Odyssey West Subdivision and authorize the City Clerk to reduce the corresponding public improvement surety.
10. Approve the removal of the valet parking transfer zone on the south side of Chicago Avenue located from a point 58 feet east of Main Street to a point 121 feet east of Main Street (in front of the former site of Rosebud of Naperville).
11. Extend the valet service operation hours for Hugo's Frog Bar & Fish House on Saturdays and Sundays to 11 a.m. to 2 a.m. (currently 5 p.m. to 2 a.m., Sunday through Saturday).
12. Pass the ordinance approving a conditional use in accordance with Section 6-2-29 (Public Assembly Uses) of the Naperville Municipal Code for the purpose of operating a religious institution, Naperville United Methodist Church, PC 10-1-138.
13. Adopt the resolution granting a variance from Section 5-4-9:1 (Special Areas of Control; Downtown Central Business District) of the Naperville Municipal Code to allow for a new ground sign that contains manual-changeable copy for the YMCA located at 34 S.

**FINAL AGENDA
CITY COUNCIL MEETING
02/15/2011
Page 3**

Washington Street, ZBA 11-1-002.

14. Waive first reading and pass the ordinance with respect to the aggregation of demand response on behalf of retail customers served by the City of Naperville Electric Utility. (Waive first reading requires six positive votes)
15. Pass the ordinance amending Title 8 (Public Utilities) of the Municipal Code pertaining to Electric Utility Service Rules and Policies to include the NSGI Customer Bill of Rights. (First Reading 1-18-11, I9; Tabled 2-1-11, I11)

J. OLD BUSINESS:

1. Consider options provided with respect to concerns expressed during public forum regarding sleeping, camping and storing personal property on public ways and direct staff accordingly. (Tabled 2-1-11, L3)
2. Authorize the City Manager to recruit externally and fill the vacancy for an Equipment Operator. (Tabled 1-18-11, L4)
3. Historic Preservation Text Amendment, PC 10-1-144 (Tabled 2-1-11, N1ab):
 - a. Conduct the first reading of an ordinance amending Section 1-9 (Municipal Finance), Section 2-15 (Historic Preservation Commission) and Sections 6-1, 6-2 and 6-11 (Historic Preservation) of the Naperville Municipal Code; and
 - b. Provide direction to staff regarding Options A and B with respect to the Historic District designation process.

K. AWARD OF BIDS AND OTHER ITEMS OF EXPENDITURE:

L. REPORTS AND RECOMMENDATIONS:

1. Approve the Regular City Council Meeting Minutes of February 1, 2011.
2. Approve the City Council Meeting Schedule for February, March, April and May 2011.
3. Authorize the City Manager to recruit externally and fill the vacancies

**FINAL AGENDA
CITY COUNCIL MEETING
02/15/2011
Page 4**

for five (5) Firefighter/Paramedics.

4. Authorize the City Manager to recruit externally and hire temporary/seasonal personnel.
5. Authorize the City Manager to eliminate one Commander position and recall one previously laid off Police Officer

M. PUBLIC HEARING:

N. ORDINANCES AND RESOLUTIONS:

O. NEW BUSINESS:

P. CLOSED SESSION:

Q. ADJOURNMENT:

Any individual with a disability requesting a reasonable accommodation in order to participate in a public meeting should contact the Accessibility Coordinator at least 48 hours in advance of the scheduled meeting. The Accessibility Coordinator can be reached in person at 400 S. Eagle Street, Naperville, IL., via telephone at 630-420-6725 or 630-305-5205 (TDD) or via e-mail at manningm@naperville.il.us. Every effort will be made to allow for meeting participation.



Naperville

CITY COUNCIL AGENDA ITEM

SUBJECT: Recognize February Employee of the Month – Shawn Pirzada

TYPE OF VOTE: N/A

ACTION REQUESTED:
Recognize February Employee of the Month – Shawn Pirzada

BOARD/COMMISSION REVIEW:
N/A

COUNCIL ACTION PREVIOUSLY TAKEN:

Date	Item	No Action

DEPARTMENT: Human Resources

SUBMITTED BY: Kathy Mackenzie, Senior Administrative Assistant

FISCAL IMPACT:
N/A

BACKGROUND:
 It is with pleasure that the Employee Suggestion and Recognition Committee announce its selection of Shawn Pirzada as the February Employee of the Month.

DISCUSSION:
 As a Network Engineer in IT, Shawn’s primary areas of responsibility include managing the city’s network infrastructure and security, the server infrastructure, storage management and Public Safety’s Computer-aided Dispatch and Records Management systems infrastructure. These duties alone are more than many Network Engineers are responsible for—but when two IT staff members left the city last year Shawn stepped up and took on their duties. When a Network Administrator left in February 2010, Shawn took over the management of the city’s Voice over Internet Protocol (VoIP) telephone infrastructure and extended VoIP and e911 services which

Page: 2 - Agenda Item: D.1.

February Employee of the Month

2/15/11

Page 2 of 2

saved \$1,800 annually. Shawn also took over the management and administration of the Citrix remote access infrastructure. He studied Citrix at night on his own time and applied what he learned to the project to migrate the Citrix system to a new architecture. This helped the city reduce annual hardware replacement costs by \$10,000 and increase application availability. When the Fire Department was experiencing issues with access to their Records Management system from Emergency Medical Service vehicles, Shawn created an additional virtual Citrix server and solved their connectivity issues. Shawn's desire to learn new technologies and dedication to his duties makes him truly an asset to the city.

RECOMMENDATION:

Councilman Kenn Miller is to present the award to Shawn Pirzada.



Naperville

CITY COUNCIL AGENDA ITEM

SUBJECT: Cash Disbursement 2/3/2011

TYPE OF VOTE: Simple Majority

ACTION REQUESTED:
Approve the 2/3/2011 Cash Disbursements in the amount of \$8,675,581.79.

BOARD/COMMISSION REVIEW:
N/A

COUNCIL ACTION PREVIOUSLY TAKEN:

Date	Item No.	Action

DEPARTMENT: Finance

SUBMITTED BY: Chris Smith, Assistant Finance Director

FISCAL IMPACT:
Grand Total of \$8,675,581.79

RECOMMENDATION:
Approve the 2/3/2011 Cash Disbursements in the amount of \$8,675,581.79.

- ATTACHMENTS:**
1. Cash Disbursements

City of Naperville

Accounts Payable Run 02/03/2011

Cash Disbursements	
Electronic Funds Transfers	\$ 2,823,712.27
Hand Written Checks	\$ 11,655.04
Voids	\$ (428.60)
Computer Prepared	\$ 3,809,740.54
Sub-Total	\$ 6,644,679.25
Payroll --Week Ending 1/28/2011	\$ 2,030,902.54
Grand Total	\$ 8,675,581.79

CITY OF NAPERVILLE

Glossary of Terms

Capital Project Funds- Capital Project Funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by Utility Funds and Burlington Fund). Included are the following funds: Road and Bridge, Capital Projects Fund, Bond Funds, Vehicle Replacement, and Motor Fuel Tax.

Debt Service Payments-Debt Service Funds (including S.S.A. #19, #21, #23 and Downtown Parking Funds) are used to account for the accumulation of resources and the payment of long-term debt principal, interest, and related costs.

Operating Funds- includes the following funds: General Fund, Electric and Water/Wastewater Utility Funds, (excluding refunds), Information Technology Fund, and Fleet Services Fund.

Special Revenue & Agency Funds-includes the following funds: Naper Settlement, Burlington Parking, Foreign Fire Insurance Tax, Community Development Block Grant, Fair Share Assessment, ARRA Federal Grants, Special Events and Culture Amenities, Carillon, S.S.A. #22-Downtown Maintenance, DUMEG, Federal Drug Forfeiture, State Drug Forfeiture, Water TIF, Test Track, Police and Fire Pensions, General Trust and Agency, Self Insurance Benefit, Payroll Clearing, and Library Funds.

Utility Refunds-Per City Ordinance, the Finance department collects a deposit on all new utility customers and existing utility customers with poor credit history. The deposit with calculated interest is refunded to the customer after 2 years of good payment history.

City of Naperville

All Funds Summary

Report 1

Accounts Payable Check Run Date: 02/03/2011

FUND	AMOUNT	FUND CATEGORY
010 GENERAL FUND	597,351.14	OPERATING FUNDS
016 NAPER SETTLEMENT FUND	19,954.65	SPECIAL REV & AGENCY FUNDS
104 BURLINGTON PARKING FUND	24,764.52	SPECIAL REV & AGENCY FUNDS
108 COMM DEVEL BLOCK GRANT	54,196.78	SPECIAL REV & AGENCY FUNDS
111 ARRA FED GRANTS FUND	27,933.11	SPECIAL REV & AGENCY FUNDS
134 SPEC.EV.& CULTURE AMENITY	11,655.04	SPECIAL REV & AGENCY FUNDS
136 S.S.A. #22-DOWNTOWN MAINT	48,105.31	SPECIAL REV & AGENCY FUNDS
139 STATE DRUG FORFEITURE FD	3,000.00	SPECIAL REV & AGENCY FUNDS
301 CAPITAL PROJECTS FUND	7,298.33	CAPITAL PROJECT FUNDS
329 2009 G.O. BOND FUND	2,130,885.98	CAPITAL PROJECT FUNDS
330 2010 G.O. BOND FUND	602,712.88	CAPITAL PROJECT FUNDS
410 ELECTRIC UTILITY FUND	318,487.72	OPERATING FUNDS
410 ELECTRIC FUND PAYMENTS	309,432.14	OPERATING FUNDS
410 UTILITY REFUNDS	9,055.58	UT REFUNDS
410 DEBT SERVICE PAYMENTS	.00	DEBT SERVICE PAYMENTS
414 ELECTRIC SMART GRID FUND	69,063.00	OPERATING FUNDS
430 WATER & WASTEWATER FUND	1,263,324.99	OPERATING FUNDS
455 TEST TRACK FUND	2,507.83	SPECIAL REV & AGENCY FUNDS
501 INFORMATION TECHNOLOGY	10,215.57	OPERATING FUNDS
502 FLEET SERVICES FUND	26,373.49	OPERATING FUNDS
611 POLICE PENSION FUND	36,019.61	SPECIAL REV & AGENCY FUNDS
618 GEN TRUST & AGENCY FUND	2,383.73	SPECIAL REV & AGENCY FUNDS
623 SELF INSURED BENEFITS FND	430,298.96	SPECIAL REV & AGENCY FUNDS
802 PAYROLL CLEARING FUND	958,146.61	SPECIAL REV & AGENCY FUNDS
TOTAL FOR ALL FUNDS:	6,644,679.25	

FUND	AMOUNT
OPERATING FUNDS:	2,275,760.33
SPECIAL REV & AGENCY FUNDS:	1,618,966.15
CAPITAL PROJECT FUNDS	2,740,897.19
DEBT SERVICE PAYMENTS:	.00
UTILITY REFUNDS:	9,055.58
TOTAL EXPENDITURES:	6,644,679.25

City of Naperville
Expenditure Approval Listing

FY 2011

1/19/2011		2/3/2011	
Revised Budget Balance *		Revised Budget Balance *	
\$	385,865,919.00	\$	385,865,919.00

* Revised budget total excludes the Library funds and E-911 fund.

FUND	Y-T-D EXPENDITURE	REVISED BUDGET	PCT USED	FUND CATEGORY
010 GENERAL FUND	89,316,388.07	113,594,953.00	78.63 %	OPERATING FUNDS
013 ROAD AND BRIDGE FUND	1,337,227.98	1,654,869.00	80.81 %	CAPITAL PROJECT FUNDS
016 NAPER SETTLEMENT FUND	2,744,058.86	3,763,364.00	72.92 %	SPECIAL REV & AGENCY FUNDS
104 BURLINGTON PARKING FUND	2,088,193.76	2,110,454.00	98.95 %	SPECIAL REV & AGENCY FUNDS
105 FOREIGN FIRE INSUR.TAX FD	58,340.62	168,320.00	34.66 %	SPECIAL REV & AGENCY FUNDS
108 COMM DEVEL BLOCK GRANT	239,146.54	880,049.00	27.17 %	SPECIAL REV & AGENCY FUNDS
111 ARRA FED GRANTS FUND	623,328.11	597,536.00	104.32 %	SPECIAL REV & AGENCY FUNDS
113 RIVERWALK COMMISSION	.00	.00	.00 %	SPECIAL REV & AGENCY FUNDS
119 FAIR SHARE ASSMNT FUND	.00	831,876.00	.00 %	SPECIAL REV & AGENCY FUNDS
121 S.S.A.#11 WATER STREET	.00	.00	.00 %	DEBT SERVICE PAYMENTS
129 S.S.A. #19 MAIN PLACE	.00	.00	.00 %	DEBT SERVICE PAYMENTS
130 S.S.A.20 DOWNTOWN MAINT.	.00	.00	.00 %	SPECIAL REV & AGENCY FUNDS
131 SSA #21-VAN BUREN DECK	175,006.09	266,827.00	65.59 %	DEBT SERVICE PAYMENTS
132 SHANOWER/911 MEMORIAL	.00	.00	.00 %	SPECIAL REV & AGENCY FUNDS
133 RIVERWLK MAINTENANCE FUND	.00	.00	.00 %	SPECIAL REV & AGENCY FUNDS
134 SPEC.EV.& CULTURE AMENITY	1,603,064.50	2,307,771.00	69.46 %	SPECIAL REV & AGENCY FUNDS
135 CARILLON FUND	124,719.89	138,177.00	90.26 %	SPECIAL REV & AGENCY FUNDS
136 S.S.A. #22-DOWNTOWN MAINT	1,384,728.35	2,131,461.00	64.97 %	SPECIAL REV & AGENCY FUNDS
137 DUMEG FUND	.00	.00	.00 %	SPECIAL REV & AGENCY FUNDS
138 FED DRUG FORFEITURE FUND	74,543.96	265,000.00	28.13 %	SPECIAL REV & AGENCY FUNDS
139 STATE DRUG FORFEITURE FD	66,673.71	75,000.00	88.90 %	SPECIAL REV & AGENCY FUNDS
140 WATER TIF FUND	3,000.00	103,000.00	2.91 %	SPECIAL REV & AGENCY FUNDS
141 SSA #23-NAPER MAIN FUND	149,800.03	213,892.00	70.04 %	DEBT SERVICE PAYMENTS
142 DOWNTOWN PARKING FUND	229,597.18	229,597.00	100.00 %	DEBT SERVICE PAYMENTS
201 DEBT SERVICE FUND	9,219,230.51	9,199,913.00	100.21 %	DEBT SERVICE PAYMENTS
301 CAPITAL PROJECTS FUND	2,753,276.96	7,081,070.00	38.88 %	CAPITAL PROJECT FUNDS

FUND	Y-T-D EXPENDITURE	REVISED BUDGET	PCT USED	FUND CATEGORY
324 1998 G.O. BOND FUND	.00	.00	.00 %	CAPITAL PROJECT FUNDS
325 2001A G.O.BOND FUND	.00	.00	.00 %	CAPITAL PROJECT FUNDS
326 2003A G.O. BOND FUND	.00	.00	.00 %	CAPITAL PROJECT FUNDS
327 2005 G.O. BOND FUND	.00	.00	.00 %	CAPITAL PROJECT FUNDS
328 2008 G.O. BOND FUND	.00	.00	.00 %	CAPITAL PROJECT FUNDS
329 2009 G.O. BOND FUND	5,022,756.51	5,269,906.00	95.31 %	CAPITAL PROJECT FUNDS
330 2010 G.O. BOND FUND	3,451,483.80	.00	.00 %	CAPITAL PROJECT FUNDS
410 ELECTRIC UTILITY FUND	104,200,728.09	137,891,459.00	75.57 %	OPERATING FUNDS
411 ELEC. INFRASTR. AVAIL.FUND	360,863.41	498,174.00	72.44 %	OPERATING FUNDS
414 ELECTRIC SMART GRID FUND	4,253,676.78	7,811,420.00	54.45 %	OPERATING FUNDS
430 WATER & WASTEWATER FUND	32,965,553.24	40,732,904.00	80.93 %	OPERATING FUNDS
431 WATER IAC FUND	284,894.60	400,600.00	71.12 %	OPERATING FUNDS
455 TEST TRACK FUND	24,644.73	62,270.00	39.58 %	SPECIAL REV & AGENCY FUNDS
501 INFORMATION TECHNOLOGY	1,139,643.82	1,715,778.00	66.42 %	OPERATING FUNDS
502 FLEET SERVICES FUND	2,665,796.19	3,843,186.00	69.36 %	OPERATING FUNDS
503 VEHICLE REPLACEMENT FUND	1,433,833.90	2,272,128.00	63.11 %	CAPITAL PROJECT FUNDS
504 EQUIPMENT REPLACE. FUND	.00	.00	.00 %	CAPITAL PROJECT FUNDS
611 POLICE PENSION FUND	2,433,382.07	3,316,618.00	73.37 %	SPECIAL REV & AGENCY FUNDS
612 FIREFIGHTERS' PENSION FUND	2,356,118.97	3,706,309.00	63.57 %	SPECIAL REV & AGENCY FUNDS
615 MOTOR FUEL TAX FUND	10,271,450.32	11,900,000.00	86.31 %	CAPITAL PROJECT FUNDS
618 GEN TRUST & AGENCY FUND	300,000.00	323,960.00	92.60 %	SPECIAL REV & AGENCY FUNDS
623 SELF INSURED BENEFITS FND	13,202,203.05	20,508,078.00	64.38 %	SPECIAL REV & AGENCY FUNDS
802 PAYROLL CLEARING FUND	.00	.00	.00 %	SPECIAL REV & AGENCY FUNDS
TOTAL FOR ALL FUNDS:	296,557,354.60	385,865,919.00	76.86 %	

FUND	Y-T-D EXPENDITURE	REVISED BUDGET	PERCENTAGE USED
OPERATING FUNDS:	235,187,544.20	306,488,474.00	76.74 %
SPECIAL REV & AGENCY FUNDS:	27,326,147.12	41,289,243.00	66.18 %
CAPITAL PROJECT FUNDS	24,270,029.47	28,177,973.00	86.13 %
DEBT SERVICE PAYMENTS:	9,773,633.81	9,910,229.00	98.62 %
TOTAL EXPENDITURES:	296,557,354.60	385,865,919.00	76.86 %

City of Naperville

Operating Funds Without Utility Refunds

Report 2

Accounts Payable Check Run Date: 02/03/2011

VEND NO	VENDOR NAME	P.O. NO	BNK CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
0016863	MCGUIRE JR, JOSEPH E		00 02/01/2011	010-0000-127.50-00	CPAL MCGUIRE	1,500.00	
0016011	PARAMEDIC BILLING SERVICES, INC	001880	00 01/26/2011	010-0000-342.60-00	NET COMM FEE AMBULANCE BILLING COLLECT	3,215.68-	
0016011	PARAMEDIC BILLING SERVICES, INC	001488	00 01/26/2011	010-0000-342.60-99	NET COMM FEE AMBULANCE BILLING COLLECT	11,922.28	
9000000	JK & T WINGS INC	001509	00 01/26/2011	010-0000-342.93-00	FINGERPRINTING;M MORIN BUFFALO WILD WINGS MGR	10.00	
0016268	SMITH, CHRISTINA	001804	00 01/28/2011	010-0000-369.99-00	SHORTAGE IN PETTY CASH	1.05	
0016268	SMITH, CHRISTINA	001912	00 02/03/2011	010-1110-411.60-63	WATER;CLOSED SESSION	10.35	
0014954	BROWN, JAMIE F.	001796	00 01/27/2011	010-1210-412.35-09	TRANSCRIPT CASE 10DT2291 L GERNES	29.00	
0016268	SMITH, CHRISTINA	001826	00 01/28/2011	010-1210-412.50-21	DUPAGE CO COURT ID	20.00	
0010839	IPELRA	001853	00 01/31/2011	010-1210-412.50-22	2011 PUBLIC SECTOR EMPLOY MENT LAW	180.00	
0016610	WAREHOUSE DIRECT INC	PI8843 111445	00 12/29/2010	010-1210-412.60-74	OFFICE SUPPLIES	127.90	
0016268	SMITH, CHRISTINA	001807	00 01/28/2011	010-1330-417.50-24	MILEAGE REIMB	11.22	
0010727	ROSKUSZKA & SONS INC	001800	00 01/27/2011	010-1330-417.60-68	LICENSING PAPER	358.00	
0016610	WAREHOUSE DIRECT INC	PI8345 111422	00 01/30/2011	010-1330-417.60-74	OFFICE SUPPLIES	78.32	
0000954	DUPAGE, COUNTY OF	001510	00 01/26/2011	010-1330-417.90-39	JAFRY EST,CENT BEACH,SUB2	6.00	
0010915	KONICA MINOLTA BUSINESS SOLUTIONS	PI9079 111474	00 01/03/2011	010-1331-417.40-52	EQUIPMENT RENTAL	3,041.52	
0011755	SHARP, JOHN E						

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
MILEAGE REIMB	001510		00	01/26/2011	010-1410-414.50-24	DEC 2010	42.95	
0011755	SHARP, JOHN E							
MILEAGE REIMB	001510		00	01/26/2011	010-1410-414.50-24	NOV 2010	26.10	
0015707	ADP SCREENING & SELECTION SERVICES							
1344711-01-2011001800			00	01/27/2011	010-1410-414.50-26	BACKGROUND CHECKS	50.00	
0004482	ILLINOIS ASSOCIATION OF PUBLIC							
4 INV & CREDIT	001510		00	01/26/2011	010-1510-415.50-21	ANNUAL DUES 4 PEOPLE	85.00	
0014796	STAFFMARK							
09172824	PI8341 111215	00	01/30/2011	010-1511-415.10-03	PERSONNEL-TEMPORARY	475.20		
0014796	STAFFMARK							
09172825	PI8342 111215	00	01/30/2011	010-1511-415.10-03	PROFESSIONAL SERVICES	624.00		
0014796	STAFFMARK							
09173647	PI9070 111215	00	01/13/2011	010-1511-415.10-03	PROFESSIONAL SERVICES	692.25		
0014796	STAFFMARK							
09174651	PI9071 111215	00	01/20/2011	010-1511-415.10-03	PROFESSIONAL SERVICES	755.63		
0013436	A B DATA LTD							
POSTAGE 1/11	PI8937 110196	00	01/28/2011	010-1511-415.50-51	PRINTING/RELATED SERVICES	20,000.00		
0001375	UNITED PARCEL SERVICES							
0000626452031	001492	00	01/26/2011	010-1511-415.50-51	DELIVERY SERVICE FSD	27.25		
0001375	UNITED PARCEL SERVICES							
0000626452041	001861	00	01/31/2011	010-1511-415.50-51	DELIVERY SERVICE FSD	21.80		
0016610	WAREHOUSE DIRECT INC							
989014-0	PI8108 111343	00	01/01/2011	010-1511-415.60-74	OFFICE SUPPLIES	188.69		
0016610	WAREHOUSE DIRECT INC							
984484-0	PI8882 111343	00	02/02/2011	010-1511-415.60-74	OFFICE SUPPLIES	178.90		
0010522	CHICAGO TRIBUNE							
025901001	PI8789 110221	00	01/12/2011	010-1513-415.50-25	ADVERTISING	84.00		
0016610	WAREHOUSE DIRECT INC							
C1005578-0	PI9113 111288	00	01/25/2011	010-1513-415.60-74	OFFICE SUPPLIES	33.30-		
0012972	RICKMAN CONTRACT SERVICES INC							
101202	PI8793 110306	00	01/11/2011	010-1518-415.30-29	METERS	25,356.80		
0010444	ITRON							

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
171981	PI8996	111116	00	12/12/2010	010-1518-415.40-35	COMPUTER EQUIPMENT	699.99	
0013164 10645-L	GENESIS IMAGING LLC PI8518	111127	00	01/31/2011	010-1610-581.30-29	PROFESSIONAL SERVICES	1,356.25	
0016268 PETTY CSH 2/2	SMITH, CHRISTINA 001808		00	01/28/2011	010-1610-581.50-24	MILEAGE REIMB	10.50	
0012338 MILEAGE REIMB	STEFFEN, JAMES E 001509		00	01/26/2011	010-1610-581.50-24	11/10-12/30/10	129.60	
0015131 630Z99656101	AT&T PI9003	110010	00	01/31/2011	010-1610-581.50-41	COMMUNICATIONS SERVICES	113.15	
0015131 630Z57001201	AT&T PI9029	110283	00	01/16/2011	010-1610-581.50-41	COMMUNICATIONS SERVICES	982.45	
0015131 630R06115601	AT&T PI9049	111011	00	01/31/2011	010-1610-581.50-41	COMMUNICATIONS SERVICES	616.21	
0016031 365009343801	AT&T - CONVERGENT BILL PI9009	110094	00	01/31/2011	010-1610-581.50-41	COMMUNICATIONS SERVICES	12,769.31	
0009209 229820517-107	NEXTEL COMMUNICATIONS PI9035	110423	00	01/20/2011	010-1610-581.50-41	COMMUNICATIONS SERVICES	15,710.12	
0009209 584618035-069	NEXTEL COMMUNICATIONS PI9112	110423	00	01/20/2011	010-1610-581.50-41	COMMUNICATIONS SERVICES	957.94	
0016130 1010-7830-0001	UNITED COMMUNICATION SYSTEMS PI9034	110399	00	01/30/2011	010-1610-581.50-41	COMMUNICATIONS SERVICES	2,944.84	
0011752 2509957591	VERIZON WIRELESS PI9002	101154	00	01/31/2011	010-1610-581.50-41	COMPUTER EQUIPMENT	29,207.27	
0003412 01/31/11	HARTFORD LIFE INSURANCE CO 001905		00	02/01/2011	010-2110-421.10-01	TOP401A		CHECK #: 9005606 3,097.83
0011664 CH-CNPOLICE	EDWARD CORPORATE HEALTH SRVS PI9028	110255	00	01/05/2011	010-2110-421.35-07	HEALTH RELATED EQUIP & SV	434.00	
0011927 BTL-10077-5	BEST TECHNOLOGY SYSTEMS INC PI9031	110359	00	01/12/2011	010-2110-421.35-09	POLICE EQUIPMENT & SUPPLY	7,345.00	
0002583 FILING FEE	ILLINOIS, STATE OF 001887		00	02/01/2011	010-2110-421.50-21	MICHAEL J ANDERS NOTARY BOND	10.00	
0002583 FILING FEE	ILLINOIS, STATE OF 001888		00	02/01/2011	010-2110-421.50-21	COREY A JORDAN NOTARY BOND	10.00	

VEND NO	VENDOR NAME	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM	EXPENDITURE	HAND-ISSUED
INVOICE	VOUCHER	NO		DATE	NO	DESCRIPTION	AMOUNT	
NO	NO	NO						
0013963	NOTARIES ASSOC OF ILLINOIS INC							
NOTARY SURETY	001889		00	02/01/2011	010-2110-421.50-21	COREY A JORDAN SELF INKING SEAL	38.00	
0013963	NOTARIES ASSOC OF ILLINOIS INC							
NOTARY SURETY	001890		00	02/01/2011	010-2110-421.50-21	MICHAEL J ANDERS SELF INKING SEAL	38.00	
0006297	ANDERS, MICHAEL							
TRAVEL REIMB	001845		00	01/31/2011	010-2110-421.50-22	POLICE PERSONNEL TRAINING	247.35	
0014176	BOOGERD, TIMOTHY J							
MILEAGE REIMB	001891		00	02/01/2011	010-2110-421.50-24	DEC 10	40.00	
0008240	BRENNAN, JEFFERY							
MILEAGE REIMB	001881		00	02/01/2011	010-2110-421.50-24	DEC 10 & JAN 11	50.60	
0006123	DRISCOLL, SEAN							
MILEAGE REIMB	001893		00	02/01/2011	010-2110-421.50-24	OCT, NOV & DEC 10	190.00	
0015531	KOWAL, WOJTEK T							
MILEAGE REIMB	001892		00	02/01/2011	010-2110-421.50-24	NOV & DEC 10	90.00	
0014198	MAULDING, DONALD J							
MILEAGE REIMB	001896		00	02/01/2011	010-2110-421.50-24	DEC 10	60.00	
0012878	MOEHRING, BRENDAN							
MILEAGE REIMB	001872		00	01/31/2011	010-2110-421.50-24	DEC 2010 & JAN 2011	38.26	
0008081	STOJ, GERALD							
PER DIEM	001885		00	02/01/2011	010-2110-421.50-24	DEC 10	10.00	
0015282	UMBENHOWER, MICHAEL S							
PER DIEM	001884		00	02/01/2011	010-2110-421.50-24	DEC 10	20.00	
0012453	IDEAL INCENTIVE INC							
32490	001872		00	01/31/2011	010-2110-421.60-63	EMBROIDER JACKET J BAKER	44.36	
0000707	KALE UNIFORMS INC							
516428	PI8584 110257		00	02/01/2011	010-2110-421.60-63	EQUIPMENT	150.84	
0000707	KALE UNIFORMS INC							
516432	PI8585 110257		00	02/01/2011	010-2110-421.60-63	EQUIPMENT	61.50	
0000707	KALE UNIFORMS INC							
502000	PI8756 110257		00	11/12/2010	010-2110-421.60-63	EQUIPMENT	12.50	
0000707	KALE UNIFORMS INC							
512713	PI8757 110257		00	12/21/2010	010-2110-421.60-63	EQUIPMENT	28.95	

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
0007822 0032187-IN	RAY O'HERRON CO OF OAKBROOK PI8582	110142	00 02/02/2011	010-2110-421.60-63	CLOTHING	175.35	
0007822 0031680-IN	RAY O'HERRON CO OF OAKBROOK PI8758	110295	00 12/27/2010	010-2110-421.60-63	SHOES AND BOOTS	75.00	
0007822 0031720-IN	RAY O'HERRON CO OF OAKBROOK PI8759	110295	00 12/28/2010	010-2110-421.60-63	SHOES AND BOOTS	75.00	
0007822 0032151-IN	RAY O'HERRON CO OF OAKBROOK PI8786	110142	00 01/06/2011	010-2110-421.60-63	CLOTHING	227.00	
0007822 0032009-IN	RAY O'HERRON CO OF OAKBROOK PI8791	110295	00 01/04/2011	010-2110-421.60-63	SHOES AND BOOTS	75.00	
0007822 0031792-IN	RAY O'HERRON CO OF OAKBROOK PI8826	110142	00 12/29/2010	010-2110-421.60-63	CLOTHING	108.00	
0007822 0030090-IN	RAY O'HERRON CO OF OAKBROOK PI8842	110142	00 11/17/2010	010-2110-421.60-63	CLOTHING	216.00	
0007822 0031842-IN	RAY O'HERRON CO OF OAKBROOK PI9097	110295	00 12/30/2010	010-2110-421.60-63	SHOES AND BOOTS	75.00	
0016268 PETTY CSH 2/3	SMITH, CHRISTINA 001923		00 02/03/2011	010-2110-421.60-63	SUBURBAN LEAP MTG DUES	9.00	
0009787 13619	PRIORITY COMPUTER SERVICES INC PI9104	111456	00 12/02/2010	010-2110-421.60-74	OFFICE SUPPLIES	816.97	
0009787 13620	PRIORITY COMPUTER SERVICES INC PI9105	111456	00 12/02/2010	010-2110-421.60-74	OFFICE SUPPLIES	689.98	
0016610 985638-0	WAREHOUSE DIRECT INC PI8601	111326	00 02/01/2011	010-2110-421.60-74	OFFICE SUPPLIES	210.93	
0016610 992559-0	WAREHOUSE DIRECT INC PI8602	111326	00 02/01/2011	010-2110-421.60-74	OFFICE SUPPLIES	195.29	
0016610 992853-0	WAREHOUSE DIRECT INC PI8813	111325	00 01/31/2011	010-2110-421.60-74	OFFICE SUPPLIES	198.77	
0016610 985600-1	WAREHOUSE DIRECT INC PI8814	111326	00 01/30/2011	010-2110-421.60-74	OFFICE SUPPLIES	50.31	
0016610 987422-0	WAREHOUSE DIRECT INC PI8815	111335	00 01/30/2011	010-2110-421.60-74	OFFICE SUPPLIES	420.76	
0000638 143947	BOULDER TERRACE ANIMAL HOSP 001872		00 01/31/2011	010-2120-421.35-09	SERVICE FEES, DEC 2010	48.00	

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
0001988 T1124233	COMMUNICATIONS REVOLVING FUND 001872		00 01/31/2011	010-2120-421.35-09	COMM CHGS	46.52	
0000952 286-16659	DUPAGE COUNTY ANIMAL CARE CONTROL 001872		00 01/31/2011	010-2120-421.35-09	DEC 2010 SERVICE FEE	100.00	
0001375 0000626452031	UNITED PARCEL SERVICES 001493		00 01/26/2011	010-2120-421.35-09	DELIVERY SERVICE PD	9.57	
0001375 0000626452041	UNITED PARCEL SERVICES 001862		00 01/31/2011	010-2120-421.35-09	DELIVERY SERVICE PD	8.77	
0014301 3976	JMJ FORMS CORPORATION PI9042 110656		00 01/06/2011	010-2120-421.50-28	PRINTING & SILK SCREENING	1,165.45	
0002893 5324	VEVCO INC PI8829 110362		00 12/30/2010	010-2120-421.50-28	PRINTING & SILK SCREENING	27.00	
0002748 433950	KUSTOM SIGNALS INC 001872		00 01/31/2011	010-2120-421.60-63	RADAR REMOTES	447.00	
0002212 20110128	ILLINOIS FRATERNAL ORDER OF PR0128		00 01/28/2011	010-2130-421.10-01	PAYROLL SUMMARY	87.70	
0000686 25865	SOUND INC 001872		00 01/31/2011	010-2130-421.30-29	TOW FEE IR 2010-011360	185.00	
0015589 31267	CHICAGO CRIME SCENE 001900		00 02/01/2011	010-2130-421.35-09	CLEAN UP SQUAD 164	125.00	
0010836 8771 20 079	COMCAST CABLE 001001886		00 02/01/2011	010-2130-421.35-09	XFINITY TV	14.72	
0000108 822022084	WEST PAYMENT CENTER PI9099 110639		00 12/31/2010	010-2130-421.35-09	POLICE EQUIPMENT & SUPPLY	476.44	
0015432 NAPERVILLE	MARBERRY CLEANER AND LAUNDERERS POLIPI8761 110395		00 12/27/2010	010-2130-421.60-63	POLICE EQUIPMENT & SUPPLY	64.00	
0016268 PETTY CSH 2/3	SMITH, CHRISTINA 001922		00 02/03/2011	010-2130-421.60-63	DUPAGE CO POLICE ASSOC DU ES	20.00	
0003042 51949	FLEET SAFETY SUPPLY INC PI9043 110658		00 01/10/2011	010-2130-421.70-87	POLICE EQUIPMENT & SUPPLY	48.20	
0003042	FLEET SAFETY SUPPLY INC						

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
51950	PI9044	110658	00	01/10/2011	010-2130-421.70-87	POLICE EQUIPMENT & SUPPLY	45.32	
0010511 11248	CONTINENTAL WEATHER SERVICE PI8794	110321	00	01/01/2011	010-2170-425.30-29	PROFESSIONAL SERVICES	175.00	
0002278 2011-1184	JULIE CORP INC PI9040	110492	00	01/10/2011	010-2170-425.30-29	COMMUNICATIONS SERVICES	7,120.47	
0002278 12-10-1185	JULIE CORP INC PI9098	110492	00	12/31/2010	010-2170-425.30-29	COMMUNICATIONS SERVICES	597.50	
0010647 27210	F.L. HUNTER & ASSOCIATES, INC. PI9036	110434	00	01/12/2011	010-2170-425.35-09	TESTING SERVICES	480.00	
0016673 SAT-51132	AVIAT U S INC PI9101	111195	00	12/31/2010	010-2170-425.40-35	COMMUNICATIONS EQUIPMENT	2,764.91	
0001986 17324	MERCURY SYSTEMS CORP PI8762	110410	00	12/15/2010	010-2170-425.40-35	COMMUNICATIONS SERVICES	527.50	
0016009 57083	RUSS BASSETT PI8763	111365	00	12/30/2010	010-2170-425.40-35	EQUIPMENT REPAIR SERVICE	12,000.00	
0011578 U2284891A	USA MOBILITY WIRELESS INC PI9041	110493	00	01/19/2011	010-2170-425.40-52	COMMUNICATIONS EQUIPMENT	2,946.45	
0015131 630Z99042801	AT&T PI9027	110241	00	01/31/2011	010-2170-425.50-41	COMMUNICATIONS SERVICES	969.30	
0001988 T1123771	COMMUNICATIONS REVOLVING FUND PI9030	110322	00	01/18/2011	010-2170-425.50-41	COMMUNICATIONS SERVICES	877.39	
0000766 2654003	LANGUAGE LINE SERVICES PI9128	110326	00	12/31/2010	010-2170-425.50-41	COMMUNICATIONS SERVICES	199.84	
0007822 0031719-IN	RAY O'HERRON CO OF OAKBROOK PI8760	110296	00	12/28/2010	010-2170-425.60-63	CLOTHING	20.85	
0007822 0032188-IN	RAY O'HERRON CO OF OAKBROOK PI8792	110296	00	01/07/2011	010-2170-425.60-63	CLOTHING	174.95	
0016610 982742-0	WAREHOUSE DIRECT INC PI8107	111289	00	02/03/2011	010-2170-425.60-74	OFFICE SUPPLIES	105.21	
0003864 11-509	ILLINOIS FIRE CHIEFS ASSOCIATION 001872		00	01/31/2011	010-2220-422.50-21	DUES-3 PEOPLE SANDER, ZIEMNIK, PUKNAITIS	650.00	
0016703 RESERVATION	DUPAGE COUNTY FIRE INVESTIGATION 008747		00	11/23/2010	010-2220-422.50-23	BANQUET;CHMURA & HINZE	CHECK #: 547039	40.00-
0016703	DUPAGE COUNTY FIRE INVESTIGATION							

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
RESERVATION	008747		00 01/27/2011	010-2220-422.50-23	BANQUET;CHMURA & HINZE	40.00	
0004128 182653	CHICAGO METROPOLITAN FIRE PI8735	100181	00 01/07/2011	010-2230-422.35-09	FIRE PROTECTION EQUIP/SUP	271.84	
0004128 182653	CHICAGO METROPOLITAN FIRE PI8736	100181	00 01/07/2011	010-2230-422.35-09	SECURITY, FIRE/SAFETY SERV	162.76	
0004128 182751	CHICAGO METROPOLITAN FIRE PI8737	100181	00 01/07/2011	010-2230-422.35-09	FIRE PROTECTION EQUIP/SUP	18.16	
0004128 183377	CHICAGO METROPOLITAN FIRE PI8915	100181	00 11/25/2010	010-2230-422.35-09	SECURITY, FIRE/SAFETY SERV	142.00	
0004128 183397	CHICAGO METROPOLITAN FIRE PI8916	100181	00 11/25/2010	010-2230-422.35-09	SECURITY, FIRE/SAFETY SERV	230.00	
0004128 183403	CHICAGO METROPOLITAN FIRE PI8917	100181	00 11/25/2010	010-2230-422.35-09	SECURITY, FIRE/SAFETY SERV	88.00	
0004128 183398	CHICAGO METROPOLITAN FIRE PI8922	100181	00 01/09/2011	010-2230-422.35-09	SECURITY, FIRE/SAFETY SERV	116.00	
0004128 183408	CHICAGO METROPOLITAN FIRE PI8923	100181	00 01/09/2011	010-2230-422.35-09	SECURITY, FIRE/SAFETY SERV	88.00	
0004128 183409	CHICAGO METROPOLITAN FIRE PI8924	100181	00 01/09/2011	010-2230-422.35-09	SECURITY, FIRE/SAFETY SERV	88.00	
0004128 183410	CHICAGO METROPOLITAN FIRE PI8925	100181	00 01/09/2011	010-2230-422.35-09	SECURITY, FIRE/SAFETY SERV	88.00	
0004128 183412	CHICAGO METROPOLITAN FIRE PI8926	100181	00 01/09/2011	010-2230-422.35-09	SECURITY, FIRE/SAFETY SERV	88.00	
0004128 183413	CHICAGO METROPOLITAN FIRE PI8927	100181	00 01/09/2011	010-2230-422.35-09	SECURITY, FIRE/SAFETY SERV	88.00	
0004128 183416	CHICAGO METROPOLITAN FIRE PI8928	100181	00 01/09/2011	010-2230-422.35-09	SECURITY, FIRE/SAFETY SERV	88.00	
0004128 184635	CHICAGO METROPOLITAN FIRE PI8929	100181	00 01/20/2011	010-2230-422.35-09	SECURITY, FIRE/SAFETY SERV	90.00	
0014503 TRAVEL REIMB	HYNES, ANDREW 001497		00 01/26/2011	010-3110-419.50-22	NAT'L TRANS OPER COALITIO N WORKSHOP	409.90	
0016865 SEMINAR	LMCC 001878		00 02/01/2011	010-3110-419.50-22	2011 ELEC CODE SEMINAR FEB 16	297.00	

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
0011891 100109778	SUBURBAN CHICAGO NEWSPAPERS PI8828	110180	00	12/31/2010	010-3110-419.50-25	ADVERTISING	806.40	
0002893 5322	VEVCO INC PI9082	091476	00	01/09/2011	010-3110-419.50-28	PRINTING & SILK SCREENING	46.00	
0002893 5323	VEVCO INC PI9083	091476	00	01/09/2011	010-3110-419.50-28	PRINTING & SILK SCREENING	27.00	
0014825 11NV-0001	THOMPSON ELEVATOR INSPECTION SERVS PI8817	111457	00	01/30/2011	010-3120-419.30-29	INSPECTIONS, REQUIRED.	3,654.00	
0008514 260907.39	ENGINEERING RESOURCE ASSOCIATES PI8797	110369	00	01/07/2011	010-3203-452.35-04	PROFESSIONAL SERVICES	669.50	
0011664 CH-CNUPUBWORK	EDWARD CORPORATE HEALTH SRVS PI8724	110456	00	02/01/2011	010-4210-431.35-07	HEALTH RELATED EQUIP & SV	120.00	
0016610 989214-0	WAREHOUSE DIRECT INC PI8638	111287	00	02/01/2011	010-4210-431.60-74	OFFICE SUPPLIES	65.63	
0016610 1000463-0	WAREHOUSE DIRECT INC PI8639	111287	00	02/01/2011	010-4210-431.60-74	OFFICE SUPPLIES	86.68	
0016610 1001914-0	WAREHOUSE DIRECT INC PI8809	111287	00	01/30/2011	010-4210-431.60-74	OFFICE SUPPLIES	22.10	
0016610 1003740-0	WAREHOUSE DIRECT INC PI8810	111287	00	01/30/2011	010-4210-431.60-74	OFFICE SUPPLIES	51.53	
0004361 26335	GREEN HORIZON, INC. PI8820	110028	00	01/06/2011	010-4220-431.30-29	PROFESSIONAL SERVICES	1,500.00	
0008461 648856	MEADE ELECTRIC COMPANY PI8129	110081	00	01/27/2011	010-4220-431.40-34	ELEC. EQPT. REQ. MAINT.	21,088.28	
0008461 649083	MEADE ELECTRIC COMPANY PI8323	110081	00	01/30/2011	010-4220-431.40-34	ELEC. EQPT. REQ. MAINT.	302.00	
0008461 649084	MEADE ELECTRIC COMPANY PI8324	110081	00	01/30/2011	010-4220-431.40-34	ELEC. EQPT. REQ. MAINT.	1,175.00	
0008461 647905	MEADE ELECTRIC COMPANY PI8703	110081	00	11/27/2010	010-4220-431.40-34	ELEC. EQPT. REQ. MAINT.	231.96	
0001981 1220101	RESOURCE MANAGEMENT PI8830	110374	00	01/30/2011	010-4220-431.40-43	PUBLIC WORKS/RELATED SERV	98,313.50	
0001981 1220102	RESOURCE MANAGEMENT PI8831	110374	00	01/30/2011	010-4220-431.40-43	PUBLIC WORKS/RELATED SERV	725.00	

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
0000901 0915075053	COMMONWEALTH EDISON PI8707	110375	00	12/31/2010	010-4220-431.60-42	PURCHASE POWER	350.78	
0000901 1479159095	COMMONWEALTH EDISON 1/11PI8798	110375	00	01/03/2011	010-4220-431.60-42	PURCHASE POWER	65.89	
0000901 4627041010	COMMONWEALTH EDISON 1/11PI8799	110375	00	01/07/2011	010-4220-431.60-42	PURCHASE POWER	522.08	
0000901 3283071048	COMMONWEALTH EDISON PI8832	110375	00	12/30/2010	010-4220-431.60-42	PURCHASE POWER	306.20	
0013221 10411959	VAN ENGELN INC. PI8913	111507	00	11/25/2010	010-4220-431.60-66	SEED, SOD, SOIL&INOCULANT	2,000.00	
0015240 149726	IMAGE SYSTEMS & BUSINESS SOLUTIONS PI8839	111285	00	01/28/2011	010-4220-431.60-69	COMPUTER EQUIPMENT	3,407.50	
0000355 4110	ELISH CONSTRUCTION INC PI8599	111175	00	02/01/2011	010-4230-431.30-29	PROFESSIONAL SERVICES	2,541.85	
0011823 518	HARRY'S CATERING INC PI8593	111166	00	02/01/2011	010-4230-431.30-29	PROFESSIONAL SERVICES	416.34	
0000546 01112011	HERBO TREE SERVICE INC PI8594	111167	00	02/01/2011	010-4230-431.30-29	PROFESSIONAL SERVICES	2,343.20	
0000546 1/06/11	HERBO TREE SERVICE INC PI8632	111167	00	01/30/2011	010-4230-431.30-29	PROFESSIONAL SERVICES	355.98	
0006746 2032509	J & S CONSTRUCTION SEWER & WATER PI8946	111168	00	01/30/2011	010-4230-431.30-29	PROFESSIONAL SERVICES	920.34	
0016205 3	KHRYSTLE LITE ENTERPRISE PI8727	111164	00	01/13/2011	010-4230-431.30-29	PROFESSIONAL SERVICES	7,143.49	
0014262 01112011	MARTINS' SERVICES INC PI8595	111169	00	02/01/2011	010-4230-431.30-29	PROFESSIONAL SERVICES	3,370.72	
0016211 734	MONARCH OUTDOOR CREATIONS PI8591	111163	00	02/01/2011	010-4230-431.30-29	PROFESSIONAL SERVICES	701.20	
0007904 18588	PEZZA LANDSCAPE INC PI8708	090089	00	01/07/2011	010-4230-431.30-29	CONSTRUCTION	1,755.22	
0016206 1003	PRINCE PATIOS INC PI8598	111174	00	02/01/2011	010-4230-431.30-29	PROFESSIONAL SERVICES	832.67	
0000973 01112011	RICHARD ENCK PI8592	111165	00	02/01/2011	010-4230-431.30-29	PROFESSIONAL SERVICES	5,337.10	

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
0013732 7006	SCOTT'S SPRINKLER SERVICE PI8596	111171	00	02/01/2011	010-4230-431.30-29	PROFESSIONAL SERVICES	2,191.24	
0014813 6751	TENDER LAWN CARE INC PI8597	111172	00	02/01/2011	010-4230-431.30-29	PROFESSIONAL SERVICES	1,457.61	
0014787 INV00060543	TOVAR SNOW PROFESSIONAL PI9050	111042	00	02/01/2011	010-4230-431.30-29	PROFESSIONAL SERVICES	150.00	
0014787 INV00062079	TOVAR SNOW PROFESSIONAL PI9053	111042	00	02/01/2011	010-4230-431.30-29	PROFESSIONAL SERVICES	150.00	
0014787 INV00062081	TOVAR SNOW PROFESSIONAL PI9056	111042	00	02/01/2011	010-4230-431.30-29	PROFESSIONAL SERVICES	150.00	
0000127 309	WESTERN GRADALL CORP PI8950	111173	00	01/30/2011	010-4230-431.30-29	PROFESSIONAL SERVICES	14,637.64	
0000127 286	WESTERN GRADALL CORP PI9001	111530	00	01/05/2011	010-4230-431.30-29	PROFESSIONAL SERVICES	23,400.00	
9000012 REIMBURSEMENT	GUPTA, AMITABH 001800		00	01/27/2011	010-4230-431.40-34	DAMAGE TO MAIL BOX	75.00	
9000012 REIMBURSEMENT	MATOESIAN, GREG 001504		00	01/26/2011	010-4230-431.40-34	DAMAGE TO MAIL BOX	75.00	
9000012 REIMBURSEMENT	MILLS, STEPHANIE 001872		00	01/31/2011	010-4230-431.40-34	DAMAGE TO MAIL BOX	75.00	
9000012 REIMBURSEMENT	MULLEN, TAMMY 001501		00	01/26/2011	010-4230-431.40-34	DAMAGE TO MAIL BOX	75.00	
9000012 REIMBURSEMENT	O'GRADY, KEITH 001872		00	01/31/2011	010-4230-431.40-34	DAMAGE TO MAIL BOX	75.00	
9000012 REIMBURSEMENT	O'REILY, BRIAN 001503		00	01/26/2011	010-4230-431.40-34	DAMAGE TO MAIL BOX	75.00	
9000012 REIMBURSEMENT	PAN, CINDY 001872		00	01/31/2011	010-4230-431.40-34	DAMAGE TO MAIL BOX	75.00	
9000012 REIMBURSEMENT	PAPA, JAMES 001500		00	01/26/2011	010-4230-431.40-34	DAMAGE TO MAIL BOX	75.00	
9000012 REIMBURSEMENT	SCHULTZ, MARK 001499		00	01/26/2011	010-4230-431.40-34	DAMAGE TO MAIL BOX	75.00	
9000012 REIMBURSEMENT	SKIBBA, TOM 001502		00	01/26/2011	010-4230-431.40-34	DAMAGE TO MAIL BOX	75.00	

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
9000012	STONE, RITA							
REIMBURSEMENT	001872		00	01/31/2011	010-4230-431.40-34	DAMAGE TO MAIL BOX	75.00	
0014613	UNIFIRST CORPORATION							
061 0560242	PI8623	110403	00	01/30/2011	010-4230-431.50-37	CLOTHING	107.62	
0014613	UNIFIRST CORPORATION							
081 0660512	PI8624	110403	00	02/01/2011	010-4230-431.50-37	CLOTHING	364.18	
0014613	UNIFIRST CORPORATION							
061 0561922	PI8625	110403	00	02/01/2011	010-4230-431.50-37	CLOTHING	107.62	
0014613	UNIFIRST CORPORATION							
081 0662046	PI8626	110403	00	02/01/2011	010-4230-431.50-37	CLOTHING	252.63	
0014613	UNIFIRST CORPORATION							
081 0660515	PI8877	110403	00	01/30/2011	010-4230-431.50-37	CLOTHING	15.73	
0014613	UNIFIRST CORPORATION							
081 0658992	PI8903	110403	00	01/27/2011	010-4230-431.50-37	CLOTHING	15.73	
0012680	ENGLISH, JOAN							
REIMBURSEMENT	001510		00	01/26/2011	010-4230-431.60-63	PRESCRIPTION GLASSES	120.00	
0005074	OSBURN ASSOCIATES INC							
187762	PI9046	110702	00	02/01/2011	010-4230-431.60-63	MARKERS & SIGNS	940.50	
0016393	CENTRAL SALT LLC							
102354	PI8157	110184	00	01/26/2011	010-4230-431.60-66	MATERIALS, ROAD & HIWAY	1,358.47	
0016393	CENTRAL SALT LLC							
102946	PI8169	110184	00	01/29/2011	010-4230-431.60-66	MATERIALS, ROAD & HIWAY	1,406.08	
0016393	CENTRAL SALT LLC							
102898	PI8966	110184	00	01/29/2011	010-4230-431.60-66	MATERIALS, ROAD & HIWAY	5,674.94	
0012600	GASAWAY DISTRIBUTORS							
1030620	PI8636	111213	00	01/30/2011	010-4230-431.60-66	MATERIALS, ROAD & HIWAY	2,300.10	
0012600	GASAWAY DISTRIBUTORS							
1030613	PI8802	111213	00	01/31/2011	010-4230-431.60-66	MATERIALS, ROAD & HIWAY	2,192.30	
0012600	GASAWAY DISTRIBUTORS							
1030572	PI8834	111213	00	01/26/2011	010-4230-431.60-66	MATERIALS, ROAD & HIWAY	2,296.25	
0012600	GASAWAY DISTRIBUTORS							
1030585	PI8837	111213	00	01/28/2011	010-4230-431.60-66	MATERIALS, ROAD & HIWAY	2,316.05	
0012600	GASAWAY DISTRIBUTORS							
1030656	PI9067	111213	00	01/31/2011	010-4230-431.60-66	MATERIALS, ROAD & HIWAY	1,941.50	

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
0016244 0004773-IN	ROAD SOLUTIONS INC PI8970	111252	00	01/30/2011	010-4230-431.60-66	MATERIALS, ROAD & HIWAY	5,715.00	
0013543 26309	KARD PROTECTION GROUP, INC. PI8902	110280	00	01/30/2011	010-4240-418.30-29	SECURITY, FIRE/SAFETY SERV	2,763.18	
0008748 23581JAN	MLADY MAINTENANCE INC PI8876	110162	00	01/30/2011	010-4240-418.30-29	FACILITY MAINT. SERVICE	552.00	
0008748 23517DEC	MLADY MAINTENANCE INC PI8893	110162	00	01/28/2011	010-4240-418.30-29	FACILITY MAINT. SERVICE	846.40	
0008748 23517DEC	MLADY MAINTENANCE INC PI8894	110162	00	01/28/2011	010-4240-418.30-29	FACILITY MAINT. SERVICE	441.58	
0008748 23517DEC	MLADY MAINTENANCE INC PI8895	110162	00	01/28/2011	010-4240-418.30-29	FACILITY MAINT. SERVICE	588.82	
0008748 23516DEC	MLADY MAINTENANCE INC PI8994	110162	00	01/28/2011	010-4240-418.30-29	FACILITY MAINT. SERVICE	331.20	
0008748 23580JAN	MLADY MAINTENANCE INC PI9011	110162	00	01/30/2011	010-4240-418.30-29	FACILITY MAINT. SERVICE	441.60	
0008974 2947	SMITH MAINTENANCE CO PI8896	110163	00	01/30/2011	010-4240-418.30-29	FACILITY MAINT. SERVICE	1,794.50	
0008974 2947	SMITH MAINTENANCE CO PI8897	110163	00	01/30/2011	010-4240-418.30-29	FACILITY MAINT. SERVICE	444.00	
0008974 2947	SMITH MAINTENANCE CO PI8898	110163	00	01/30/2011	010-4240-418.30-29	FACILITY MAINT. SERVICE	375.00	
0008974 2947	SMITH MAINTENANCE CO PI8899	110163	00	01/30/2011	010-4240-418.30-29	FACILITY MAINT. SERVICE	55.50	
0008974 2947	SMITH MAINTENANCE CO PI8900	110163	00	01/30/2011	010-4240-418.30-29	FACILITY MAINT. SERVICE	370.00	
0016392 JAN 5, 2011	ACCOUNTABLE BACKFLOW PREVENTION PI8875	110073	00	01/30/2011	010-4240-418.40-34	FACILITY MAINT. SERVICE	108.00	
0016743 4580	BEAR METAL WELDING & FABRICATION PI8881	111284	00	01/30/2011	010-4240-418.40-34	EQUIPMENT REPAIR SERVICE	2,903.82	
0000859 I8022	CONVERGINT TECHNOLOGIES, LLC PI9094	110160	00	01/27/2011	010-4240-418.40-34	FACILITY MAINT. SERVICE	440.00	
0000615 M78789	FULLMER LOCKSMITH SERVICE INC PI9004	110066	00	01/30/2011	010-4240-418.40-34	FACILITY MAINT. SERVICE	409.50	

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
0000615 M79621	FULLMER LOCKSMITH SERVICE INC PI9005	110066	00 01/30/2011	010-4240-418.40-34	FACILITY MAINT. SERVICE	29.25	
0012945 11543	MIDWEST AIR PRO INC PI8993	110067	00 01/29/2011	010-4240-418.40-34	FACILITY MAINT. SERVICE	75.00	
0015043 181848	SMITHEREEN PEST MANAGEMENT SERVICES PI8862	110070	00 01/31/2011	010-4240-418.40-34	FACILITY MAINT. SERVICE	21.00	
0015043 181849	SMITHEREEN PEST MANAGEMENT SERVICES PI8863	110070	00 01/31/2011	010-4240-418.40-34	FACILITY MAINT. SERVICE	21.00	
0015043 181850	SMITHEREEN PEST MANAGEMENT SERVICES PI8864	110070	00 01/31/2011	010-4240-418.40-34	FACILITY MAINT. SERVICE	21.00	
0015043 181851	SMITHEREEN PEST MANAGEMENT SERVICES PI8865	110070	00 01/31/2011	010-4240-418.40-34	FACILITY MAINT. SERVICE	21.00	
0015043 181852	SMITHEREEN PEST MANAGEMENT SERVICES PI8866	110070	00 01/31/2011	010-4240-418.40-34	FACILITY MAINT. SERVICE	21.00	
0015043 181853	SMITHEREEN PEST MANAGEMENT SERVICES PI8867	110070	00 01/31/2011	010-4240-418.40-34	FACILITY MAINT. SERVICE	21.00	
0015043 181854	SMITHEREEN PEST MANAGEMENT SERVICES PI8868	110070	00 01/31/2011	010-4240-418.40-34	FACILITY MAINT. SERVICE	21.00	
0015043 181855	SMITHEREEN PEST MANAGEMENT SERVICES PI8869	110070	00 01/31/2011	010-4240-418.40-34	FACILITY MAINT. SERVICE	21.00	
0015043 181856	SMITHEREEN PEST MANAGEMENT SERVICES PI8870	110070	00 01/31/2011	010-4240-418.40-34	FACILITY MAINT. SERVICE	21.00	
0015043 181857	SMITHEREEN PEST MANAGEMENT SERVICES PI8871	110070	00 01/31/2011	010-4240-418.40-34	FACILITY MAINT. SERVICE	21.00	
0015043 181858	SMITHEREEN PEST MANAGEMENT SERVICES PI8872	110070	00 01/31/2011	010-4240-418.40-34	FACILITY MAINT. SERVICE	70.00	
0015043 181859	SMITHEREEN PEST MANAGEMENT SERVICES PI8873	110070	00 01/31/2011	010-4240-418.40-34	FACILITY MAINT. SERVICE	21.00	
0015043 93816	SMITHEREEN PEST MANAGEMENT SERVICES PI8874	110070	00 01/31/2011	010-4240-418.40-34	FACILITY MAINT. SERVICE	21.00	
0016672 3298141	CENTERPOINT ENERGY SERVICES INC PI9059	111210	00 01/31/2011	010-4240-418.60-44	FUEL,OIL,GREASE, & LUBES	970.91	
0016672 3298141	CENTERPOINT ENERGY SERVICES INC PI9060	111210	00 01/31/2011	010-4240-418.60-44	FUEL,OIL,GREASE, & LUBES	305.16	

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
0016672 3298141	CENTERPOINT ENERGY SERVICES INC PI9061	111210	00 01/31/2011	010-4240-418.60-44	FUEL,OIL,GREASE, & LUBES	601.96	
0016672 3298141	CENTERPOINT ENERGY SERVICES INC PI9062	111210	00 01/31/2011	010-4240-418.60-44	FUEL,OIL,GREASE, & LUBES	331.94	
0016672 3298141	CENTERPOINT ENERGY SERVICES INC PI9063	111210	00 01/31/2011	010-4240-418.60-44	FUEL,OIL,GREASE, & LUBES	460.78	
0016672 3298141	CENTERPOINT ENERGY SERVICES INC PI9064	111210	00 01/31/2011	010-4240-418.60-44	FUEL,OIL,GREASE, & LUBES	336.07	
0016672 3298141	CENTERPOINT ENERGY SERVICES INC PI9065	111210	00 01/31/2011	010-4240-418.60-44	FUEL,OIL,GREASE, & LUBES	918.58	
0016672 3298141	CENTERPOINT ENERGY SERVICES INC PI9066	111210	00 01/31/2011	010-4240-418.60-44	FUEL,OIL,GREASE, & LUBES	281.33	
0000210 0416311000	NICOR GAS PI8854	072157	00 01/05/2011	010-4240-418.60-44	FUEL,OIL,GREASE, & LUBES	318.37	
0000210 0475890000	NICOR GAS PI8855	072157	00 01/05/2011	010-4240-418.60-44	FUEL,OIL,GREASE, & LUBES	227.43	
0000210 0575311000	NICOR GAS PI8856	072157	00 01/05/2011	010-4240-418.60-44	FUEL,OIL,GREASE, & LUBES	160.57	
0000210 4949790000	NICOR GAS PI8857	072157	00 01/05/2011	010-4240-418.60-44	FUEL,OIL,GREASE, & LUBES	368.22	
0000210 5697990000	NICOR GAS PI8858	072157	00 01/05/2011	010-4240-418.60-44	FUEL,OIL,GREASE, & LUBES	155.25	
0000210 6999901000	NICOR GAS PI8859	072157	00 01/05/2011	010-4240-418.60-44	FUEL,OIL,GREASE, & LUBES	110.12	
0000210 0475890000	NICOR GAS PI8886	072157	00 12/15/2010	010-4240-418.60-44	FUEL,OIL,GREASE, & LUBES	162.15	
0000210 0575311000	NICOR GAS PI8887	072157	00 12/15/2010	010-4240-418.60-44	FUEL,OIL,GREASE, & LUBES	133.06	
0000210 4949790000	NICOR GAS PI8888	072157	00 12/15/2010	010-4240-418.60-44	FUEL,OIL,GREASE, & LUBES	151.53	
0000210 5697990000	NICOR GAS PI8889	072157	00 12/15/2010	010-4240-418.60-44	FUEL,OIL,GREASE, & LUBES	124.76	
0000210 6999901000	NICOR GAS PI8890	072157	00 12/15/2010	010-4240-418.60-44	FUEL,OIL,GREASE, & LUBES	75.15	

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
0000210	NICOR GAS							
35-93-75-2782	4PI8891	072157	00	12/27/2010	010-4240-418.60-44	FUEL,OIL,GREASE, & LUBES	52.21	
0000210	NICOR GAS							
60-99-50-1000	0PI8892	072157	00	12/28/2010	010-4240-418.60-44	FUEL,OIL,GREASE, & LUBES	34.97	
0000536	GRAYBAR ELECTRIC INC							
951822117	PI8331	110185	00	01/30/2011	010-4240-418.60-66	LIGHTING, LAMPS & FIXTURE	348.80	
0000536	GRAYBAR ELECTRIC INC							
951746499	PI9018	110185	00	02/01/2011	010-4240-418.60-66	LIGHTING, LAMPS & FIXTURE	543.41	
0000536	GRAYBAR ELECTRIC INC							
951746500	PI9019	110185	00	02/01/2011	010-4240-418.60-66	LIGHTING, LAMPS & FIXTURE	111.48	
0000536	GRAYBAR ELECTRIC INC							
951747301	PI9020	110185	00	01/31/2011	010-4240-418.60-66	LIGHTING, LAMPS & FIXTURE	196.98	
0005427	INFRA-RED HEATING							
11836	001509		00	01/26/2011	010-4240-418.60-66	REPAIR PARTS	284.52	
0007499	PACE SUBURBAN BUS							
89821	PI9016	110176	00	01/12/2011	010-4710-431.30-29	CONTRIBUTIONS	21,477.74	
0007499	PACE SUBURBAN BUS							
89849	PI9017	110176	00	01/12/2011	010-4710-431.30-29	CONTRIBUTIONS	21,888.70	
0001375	UNITED PARCEL SERVICES							
0000626452041	001860		00	01/31/2011	010-4710-431.50-51	DELIVERY SERVICE TED	11.29	
0009583	COMED							
0915075053	PI8706	110179	00	12/31/2010	010-4710-431.60-42	PURCHASE POWER	599.22	
0003412	HARTFORD LIFE INSURANCE CO							
150508	PI9107	110588	00	02/01/2011	010-8510-489.10-10	PROFESSIONAL SERVICES	CHECK #: 9005605	281.40
0016268	SMITH, CHRISTINA							
PETTY CSH 2/3	001919		00	02/03/2011	010-8510-489.50-45	VOID GIFT CARD	50.00	
0013441	NAMI OF DUPAGE COUNTY ILLINOIS							
GRANT	PI9108	110690	00	02/01/2011	010-8510-489.90-38	CONTRIBUTIONS	8,000.00	
0008430	NAPERVILLE DEVELOPMENT PARTNERSHIP							
Q3	PI9047	110830	00	01/31/2011	010-8510-489.90-38	CONTRIBUTIONS	113,974.27	
TOTAL FOR GENERAL FUND							597,351.14	
0004934	AMERICAN CASTING &							

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
185718	PI8847		00 01/18/2011	410-0000-141.00-00	METERS PO NUM 111407	1,670.00	
0013128 5539498	POWER LINE SUPPLY PI8565		00 01/31/2011	410-0000-141.00-00	FUSING & ACCESSORIES PO NUM 111251	54.60	
0013128 5540780	POWER LINE SUPPLY PI8701		00 01/17/2011	410-0000-141.00-00	POLE LINE HARDWARE PO NUM 111465	197.00	
0002608 3009205	UNIVERSAL UTILITY SUPPLY CO PI8100		00 02/01/2011	410-0000-141.00-00	POLE LINE HARDWARE PO NUM 111408	369.60	
0002608 3009243	UNIVERSAL UTILITY SUPPLY CO PI8563		00 02/01/2011	410-0000-141.00-00	UNDERGROUND HARDWARE PO NUM 111297	1,137.60	
0002608 3009265	UNIVERSAL UTILITY SUPPLY CO PI8697		00 02/01/2011	410-0000-141.00-00	CONDUIT & ACCESSORIES PO NUM 111391	9,135.00	
0002608 3009277	UNIVERSAL UTILITY SUPPLY CO PI8742		00 01/30/2011	410-0000-141.00-00	SUBSTATION SPARE EQUIP PO NUM 111262	9,400.00	
0002608 3009276	UNIVERSAL UTILITY SUPPLY CO PI8744		00 01/06/2011	410-0000-141.00-00	CONDUIT & ACCESSORIES PO NUM 111392	749.00	
0002608 3009278	UNIVERSAL UTILITY SUPPLY CO PI8906		00 01/12/2011	410-0000-141.00-00	SUBSTATION SPARE EQUIP PO NUM 111242	9,400.00	
0000163 489256	WESCO DISTRIBUTION INC PI8567		00 01/31/2011	410-0000-141.00-00	BATTERIES PO NUM 111440	408.24	
0000163 490399	WESCO DISTRIBUTION INC PI8698		00 01/14/2011	410-0000-141.00-00	SHOES AND BOOTS PO NUM 111396	122.00	
0000163 490050	WESCO DISTRIBUTION INC PI8746		00 01/30/2011	410-0000-141.00-00	JANITORIAL SUPPLIES PO NUM 111440	302.40	
0000163 490051	WESCO DISTRIBUTION INC PI8747		00 01/13/2011	410-0000-141.00-00	LIGHTING, LAMPS & FIXTURE PO NUM 111451	227.60	
0000163	WESCO DISTRIBUTION INC						

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
490052	PI8748		00 01/13/2011	410-0000-141.00-00	LIGHTING, LAMPS & FIXTURE PO NUM 111451	402.50	
0000163 491316	WESCO DISTRIBUTION INC PI8907		00 01/18/2011	410-0000-141.00-00	SAFETY EQUIPMENT PO NUM 111396	190.00	
0014007 00014082	COMMUNITY ENERGY INC 001509		00 01/26/2011	410-0000-209.41-00	RENEWABLE ENERGY CERT OCT 2010	34,188.40	
0014007 00014082	COMMUNITY ENERGY INC 001509		00 01/26/2011	410-0000-209.41-00	RENEWABLE ENERGY CERT NOV 2010	33,265.00	
9000016 000317777	DOLDER, ANDREA 001871		00 01/31/2011	410-0000-343.22-02	REFUND 113882	81.32	
0011664 CH-CNPUELECT	EDWARD CORPORATE HEALTH SRVS PI8725 110534		00 01/05/2011	410-3310-533.35-07	HEALTH RELATED EQUIP & SV	370.00	
0014613 081 0660513	UNIFIRST CORPORATION PI8105 110488		00 02/01/2011	410-3320-533.50-37	CLOTHING	644.88	
0014613 081 0658990	UNIFIRST CORPORATION PI8199 110488		00 01/27/2011	410-3320-533.50-37	CLOTHING	644.88	
0014613 081 0662047	UNIFIRST CORPORATION PI8801 110488		00 01/30/2011	410-3320-533.50-37	CLOTHING	633.03	
0016610 992578-0	WAREHOUSE DIRECT INC PI8344 111303		00 01/30/2011	410-3320-533.60-74	OFFICE SUPPLIES	234.45	
0001040 30572	SUNGARD PUBLIC SECTOR, INC. 001511		00 01/26/2011	410-3330-533.35-03	ENG SERVICES KICK-OFF MTG	1,631.23	
0001040 30786	SUNGARD PUBLIC SECTOR, INC. 001801		00 01/27/2011	410-3330-533.35-03	ENG SERVICES KICK-OFF MTG	4,800.00	
0016813 N4144878	IRON MOUNTAIN INTELLECTUAL 001900		00 02/01/2011	410-3331-533.35-03	SOFTWARE ESCROW ACCT	4,200.00	
0013829 54F00411	ASPLUNDH TREE EXPERT CO PI8315 101526		00 01/30/2011	410-3341-533.40-34	GROUNDS & PARK SERVICES	1,615.72	
0013829 54F00511	ASPLUNDH TREE EXPERT CO PI8316 101526		00 01/30/2011	410-3341-533.40-34	GROUNDS & PARK SERVICES	3,532.16	
0013829	ASPLUNDH TREE EXPERT CO						

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
54F00611	PI8317	101526	00	01/30/2011	410-3341-533.40-34	GROUNDS & PARK SERVICES	3,121.36	
0013829 54075111	ASPLUNDH TREE EXPERT CO PI8860	101526	00	01/14/2011	410-3341-533.40-34	GROUNDS & PARK SERVICES	6,580.16	
0011967 2011-12	CLASSIC FENCE, INC. PI8878	110466	00	01/04/2011	410-3341-533.40-34	FENCING	430.00	
0016864 SERVICE AWARD	ZELASKO, ANTHONY J 001879		00	02/01/2011	410-3342-533.10-01	09 SERVICE AWARD EXP PRIOR TO RECEIVING IT	75.00	
0010570 282	CONLEY STEEL INC 001800		00	01/27/2011	410-3342-533.40-40	CRANE RENTAL TO SET TRANSFORMER	880.00	
0007904 18588	PEZZA LANDSCAPE INC PI8709	090089	00	01/07/2011	410-3342-533.40-40	CONSTRUCTION	30,720.38	
0000670 1/555930	HI-LINE UTILITY SUPPLY CO PI8787	110145	00	01/30/2011	410-3342-533.60-63	TOOLS, HAND	35.99	
0000670 1/562060	HI-LINE UTILITY SUPPLY CO PI8788	110145	00	01/31/2011	410-3342-533.60-63	TOOLS, HAND	600.68	
0000670 1/545200	HI-LINE UTILITY SUPPLY CO PI8827	110145	00	01/05/2011	410-3342-533.60-63	TOOLS, HAND	99.43	
0000670 1/557030	HI-LINE UTILITY SUPPLY CO PI9096	110205	00	01/29/2011	410-3342-533.60-63	INSPECTIONS, REQUIRED.	337.10-	
0010292 37073160	EARTH TECH INC PI8990	091126	00	12/09/2010	410-3390-533.35-03	PROFESSIONAL SERVICES	3,495.15	
0009637 CFV/79005814	ADVANCED CONTROL SYSTEMS PI8918	110903	00	11/24/2010	410-3390-533.60-73	COMMUNICATIONS SERVICES	18,348.00	
0009637 CFV/79005814	ADVANCED CONTROL SYSTEMS PI8919	110903	00	11/24/2010	410-3390-533.60-73	COMMUNICATIONS SERVICES	15,305.00	
0009637 CFV/79005814	ADVANCED CONTROL SYSTEMS PI8920	110903	00	11/24/2010	410-3390-533.60-73	COMMUNICATIONS SERVICES	16,722.00	
0009637 CFV/79005869	ADVANCED CONTROL SYSTEMS PI8921	110903	00	11/30/2010	410-3390-533.60-73	COMMUNICATIONS SERVICES	382.62	
0010282 1844	CURRENT TECHNOLOGIES CORP PI8985	110294	00	10/04/2010	410-3390-533.70-85	COMPUTER EQUIPMENT	271.19	
0010282 1869	CURRENT TECHNOLOGIES CORP PI8986	110294	00	10/20/2010	410-3390-533.70-85	COMPUTER EQUIPMENT	1,140.97	

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
0000121 4869	BUESING BROTHERS INC PI8343	111232	00 01/27/2011	410-3390-533.70-89	CONSTRUCTION	1,946.00	
0000121 4876	BUESING BROTHERS INC PI8600	111232	00 02/01/2011	410-3390-533.70-89	CONSTRUCTION	17,570.00	
0000121 4874	BUESING BROTHERS INC PI8807	111232	00 01/31/2011	410-3390-533.70-89	CONSTRUCTION	22,034.50	
0000121 4875	BUESING BROTHERS INC PI8808	111232	00 01/31/2011	410-3390-533.70-89	CONSTRUCTION	1,400.00	
0008789 103895	ILLINOIS DEPARTMENT OF PI8979	092204	00 09/15/2010	410-3390-533.70-89	CONSTRUCTION	11,284.30	
0008461 648915	MEADE ELECTRIC COMPANY PI8768	101721	00 01/06/2011	410-3390-533.70-89	CONSTRUCTION	17,851.20	
0008461 648919	MEADE ELECTRIC COMPANY PI8772	101721	00 01/06/2011	410-3390-533.70-89	CONSTRUCTION	16,360.70	
0008461 649150	MEADE ELECTRIC COMPANY PI8773	101721	00 01/06/2011	410-3390-533.70-89	CONSTRUCTION	3,008.00	
0008461 649151	MEADE ELECTRIC COMPANY PI8845	101721	00 01/07/2010	410-3390-533.70-89	CONSTRUCTION	500.00	
TOTAL FOR ELECTRIC UTILITY FUND						309,432.14	
0016544 34822	JASCULCA TERMAN AND ASSOCIATES INC PI8805	111229	00 01/05/2011	414-3390-533.35-09	PROFESSIONAL SERVICES	11,111.00	
0016504 3	POOLE, ALLAN PI9045	110666	00 01/14/2011	414-3390-533.35-09	CONSULTING SERVICES, MISC	1,650.00	
0015640 90006267	TRILLIANT INC PI8841	111420	00 12/31/2010	414-3390-533.40-40	COMMUNICATIONS EQUIPMENT	6,010.00	
0000536 951841360	GRAYBAR ELECTRIC INC PI8734	111410	00 01/17/2011	414-3390-533.60-73	COMPUTER EQUIPMENT	50,292.00	
TOTAL FOR ELECTRIC SMART GRID FUND						69,063.00	
0001147 73764340	MCMMASTER-CARR SUPPLY CO PI8972		00 12/29/2010	430-0000-141.00-00	FASTENERS PO NUM 111379	29.58	
0001147	MCMMASTER-CARR SUPPLY CO						

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
73764340	PI8973		00 12/29/2010	430-0000-141.00-00	FILTERS PO NUM 111379	121.11	
0002076 166243	UNDERGROUND PIPE & PI8299		VALVE CO 00 01/30/2011	430-0000-141.00-00	WATER DISTRIBUTION PO NUM 111417	925.00	
0002076 166327	UNDERGROUND PIPE & PI8699		VALVE CO 00 01/14/2011	430-0000-141.00-00	WATER DISTRIBUTION PO NUM 111437	925.00	
0000325 0224498	WATER PRODUCTS CO PI8099		00 02/01/2011	430-0000-141.00-00	PIPE & FITTINGS PO NUM 111397	610.95	
0000325 0224555	WATER PRODUCTS CO PI8302		00 01/30/2011	430-0000-141.00-00	PIPE & FITTINGS PO NUM 111436	1,032.35	
0000325 0224619	WATER PRODUCTS CO PI8745		00 01/30/2011	430-0000-141.00-00	PIPE & FITTINGS PO NUM 111439	503.30	
0000163 488131	WESCO DISTRIBUTION INC PI8296		00 01/30/2011	430-0000-141.00-00	MOTOR CONTROL PO NUM 111386	445.00	
0015976 37075488	AECOM TECHNICAL SERVICES INC PI8964 092135		00 12/17/2010	430-3490-537.70-89	PROFESSIONAL SERVICES	2,084.36	
0000121 4872	BUESING BROTHERS INC PI8806 111232		00 01/30/2011	430-3490-537.70-89	CONSTRUCTION	14,900.00	
0014490 20100303	DAHME MECHANICAL INDUSTRIES INC PI8971 110050		00 11/29/2010	430-3490-537.70-89	WWW-TREAT. EQUIP. & PARTS	1,284.30	
0010292 37073160	EARTH TECH INC PI8991 091126		00 12/09/2010	430-3490-537.70-89	PROFESSIONAL SERVICES	211.12	
0010292 37073160	EARTH TECH INC PI8992 091126		00 12/09/2010	430-3490-537.70-89	PROFESSIONAL SERVICES	211.11	
0012692 01032011-010911	EXPERT PLUMBING PI8774 110052		00 01/10/2011	430-3490-537.70-89	EQUIPMENT REPAIR SERVICE	3,832.50	
0013460 9319	GREAT LAKES SOIL & ENVIRO. INC. PI8904 110597		00 12/09/2010	430-3490-537.70-89	PROFESSIONAL SERVICES	826.00	
0013460 9321	GREAT LAKES SOIL & ENVIRO. INC. PI8905 110597		00 12/09/2010	430-3490-537.70-89	PROFESSIONAL SERVICES	345.25	
0013460	GREAT LAKES SOIL & ENVIRO. INC.						

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
9318	PI8967	110597	00	12/09/2010	430-3490-537.70-89	PROFESSIONAL SERVICES	386.25	
0013460 9318	GREAT LAKES SOIL & ENVIRO. INC. PI8968	110597	00	12/09/2010	430-3490-537.70-89	PROFESSIONAL SERVICES	151.25	
0013460 9320	GREAT LAKES SOIL & ENVIRO. INC. PI8969	110597	00	12/09/2010	430-3490-537.70-89	PROFESSIONAL SERVICES	1,821.00	
0008789 103895	ILLINOIS DEPARTMENT OF PI8977	092201	00	09/15/2010	430-3490-537.70-89	CONSTRUCTION	286,285.55	
0008789 103895	ILLINOIS DEPARTMENT OF PI8978	092201	00	09/15/2010	430-3490-537.70-89	CONSTRUCTION	2,628.20	
0008461 648916	MEADE ELECTRIC COMPANY PI8769	101721	00	01/06/2011	430-3490-537.70-89	CONSTRUCTION	7,705.40	
0008461 648917	MEADE ELECTRIC COMPANY PI8770	101721	00	01/06/2011	430-3490-537.70-89	CONSTRUCTION	4,086.00	
0008461 648918	MEADE ELECTRIC COMPANY PI8771	101721	00	01/06/2011	430-3490-537.70-89	CONSTRUCTION	2,720.00	
0003868 1203104	PERFORMANCE PIPELINING INC PI8819	101847	00	12/03/2010	430-3490-537.70-89	SEWER SERVICE	24,165.00	
0016594 NVIL1009-03	RAFTELIS FINANCIAL CONSULTANTS INC PI8631	111057	00	02/01/2011	430-3710-537.35-09	PROFESSIONAL SERVICES	11,512.50	
0016086 10-1279	ADVANCED AUTOMATION & CONTROLS INC PI8738	110046	00	12/30/2010	430-3811-537.40-34	COMMUNICATIONS SERVICES	738.00	
0014613 081 0655940	UNIFIRST CORPORATION PI8188	110411	00	01/24/2011	430-3811-537.50-37	CLOTHING	36.52	
0014613 081 0659002	UNIFIRST CORPORATION PI8194	110411	00	01/27/2011	430-3811-537.50-37	CLOTHING	36.52	
0000901 7340629000	COMMONWEALTH EDISON 001512		00	01/26/2011	430-3811-537.60-42	SERVICE 12/16-1/19/11	349.75	
0000901 6498647006	COMMONWEALTH EDISON PI8930	110042	00	01/20/2011	430-3811-537.60-42	PURCHASE POWER	546.30	
0000210 68-30-11-1000	NICOR GAS 0001509		00	01/26/2011	430-3811-537.60-44	METER 2899919	28.66	
0000210 52-59-79-0000	NICOR GAS 1001872		00	01/31/2011	430-3811-537.60-44	METER 3329760	387.85	
0000666	DUPAGE WATER COMMISSION							

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
9007	PI8420	110125	00	01/30/2011	430-3811-537.60-75	PURCHASE WATER	859,657.45	
0000993 8669211	FISHER SCIENTIFIC CO PI8938	110224	00	01/27/2011	430-3812-537.60-63	CHEMICAL LAB EQUIP & SUPP	427.78	
0012507 6573	A-KEVELOH PLUMBING INC PI8705	110148	00	12/22/2010	430-3813-537.40-34	EQUIPMENT REPAIR SERVICE	12,220.00	
0016086 10-1282	ADVANCED AUTOMATION & CONTROLS INC PI8739	110046	00	12/30/2010	430-3813-537.40-34	COMMUNICATIONS SERVICES	1,435.00	
0016086 10-1281	ADVANCED AUTOMATION & CONTROLS INC PI8965	110046	00	12/30/2010	430-3813-537.40-34	COMMUNICATIONS SERVICES	451.00	
0014613 081 0655940	UNIFIRST CORPORATION PI8189	110411	00	01/24/2011	430-3813-537.50-37	CLOTHING	153.93	
0014613 081 0659002	UNIFIRST CORPORATION PI8195	110411	00	01/27/2011	430-3813-537.50-37	CLOTHING	153.93	
0005400 REIMBURSEMENT	MICHALOWSKI, WAYNE 001800		00	01/27/2011	430-3813-537.60-63	REPLACE SAFETY BOOTS	135.00	
0011466 491	ACCURATE FENCE & DECK, INC PI8912	110977	00	11/27/2010	430-3910-537.40-34	FENCING	2,850.00	
0000210 1270590000	NICOR GAS 001797		00	01/27/2011	430-3910-537.60-44	METER 3157142 12/2-01/04/11	77.50	
0000210 1270590000	NICOR GAS 001798		00	01/27/2011	430-3910-537.60-44	METER 3157142 11/01-12/02/10	62.79	
0000210 5159621000	NICOR GAS 001799		00	01/27/2011	430-3910-537.60-44	METER 2909175 12/2-01/04/11	319.42	
0000210 5159621000	NICOR GAS 001800		00	01/27/2011	430-3910-537.60-44	METER 2909175 11/1-12/2/10	216.36	
0016610 983214-0	WAREHOUSE DIRECT INC PI8256	111383	00	02/01/2011	430-3910-537.60-74	OFFICE SUPPLIES	227.47	
0016086 10-1108	ADVANCED AUTOMATION & CONTROLS INC PI8975	110046	00	05/31/2010	430-3912-537.40-34	COMMUNICATIONS SERVICES	533.00	
0016086 10-1280	ADVANCED AUTOMATION & CONTROLS INC PI9090	110046	00	12/30/2010	430-3912-537.40-34	COMMUNICATIONS SERVICES	1,476.00	
0000901	COMMONWEALTH EDISON							

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
1094311002	PI8861	110042	00	01/13/2011	430-3912-537.60-42	PURCHASE POWER	148.25	
0000901 7340778008	COMMONWEALTH EDISON PI8931	110042	00	01/20/2011	430-3912-537.60-42	PURCHASE POWER	714.25	
0000210 92-87-64-0897	NICOR GAS 9001800		00	01/27/2011	430-3912-537.60-44	METER 4027398	32.36	
0000210 51-46-10-1000	NICOR GAS 4001800		00	01/27/2011	430-3912-537.60-44	METER 3611459	30.48	
0000210 32-04-57-9675	NICOR GAS 5001800		00	01/27/2011	430-3912-537.60-44	METER 4145841	33.75	
0000210 25-40-07-1465	NICOR GAS 2001800		00	01/27/2011	430-3912-537.60-44	METER 4477794	34.11	
0001966 338539	CUES 516 PI9010	110151	00	01/05/2011	430-3912-537.60-73	EQUIPMENT REPAIR SERVICE	44.81	
0007904 18588	PEZZA LANDSCAPE INC PI8710	090089	00	01/07/2011	430-3913-537.40-40	CONSTRUCTION	7,518.67	
0013458 123907	SIKICH LLP 001901		00	02/01/2011	430-9511-537.35-09	DEFEASE 2002W	2,500.00	
TOTAL FOR WATER & WASTEWATER FUND							1,263,324.99	
0015604 24294	GRANICUS INC PI9021	110187	00	01/31/2011	501-1611-581.30-29	COMPUTER EQUIPMENT	1,931.57	
0016191 216563850	KONICA MINOLTA BUSINESS SOLUTIONS PI9000	111472	00	12/23/2010	501-1611-581.40-35	EQUIPMENT REPAIR SERVICE	8,284.00	
TOTAL FOR INFORMATION TECHNOLOGY							10,215.57	
0014385 12/1-12/31/10	BILL'S CAR WASH PI9084	110001	00	01/30/2011	502-4610-582.40-34	VEHICLE MAINTENANCE ITEMS	514.50	
0005937 6623792	DELTA SONIC PI9089	110038	00	01/30/2011	502-4610-582.40-34	VEHICLE MAINTENANCE ITEMS	314.96	
0000044 12008	JIM'S TRUCK INSPECTION PI8604	110080	00	01/29/2011	502-4610-582.40-34	INSPECTIONS, REQUIRED.	718.00	
0001425 29200	M A A C O AUTO PAINTING, INC. PI8583	110167	00	02/01/2011	502-4610-582.40-34	VEHICLE REPAIR SERVICES	599.14	
0016062	O'HARE TOWING							

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
405286	001897		00	02/01/2011	502-4610-582.40-34	HEAVY DUTY TOW ENG 3	1,194.13	
0000080 22282	REAL'S TIRE SERVICE PI8330	110088	00	01/30/2011	502-4610-582.40-34	EQUIPMENT REPAIR SERVICE	145.00	
0000080 22263	REAL'S TIRE SERVICE PI9093	110088	00	01/20/2011	502-4610-582.40-34	EQUIPMENT REPAIR SERVICE	280.00	
0014613 081 0660511	UNIFIRST CORPORATION PI8337	110403	00	01/30/2011	502-4610-582.50-37	CLOTHING	106.71	
0012948 3161747	FEECE OIL COMPANY PI8569	082351	00	02/01/2011	502-4610-582.60-61	FUEL,OIL,GREASE, & LUBES	1,924.10	
0012948 3161748	FEECE OIL COMPANY PI8570	082351	00	02/01/2011	502-4610-582.60-61	FUEL,OIL,GREASE, & LUBES	1,031.42	
0012948 3154870	FEECE OIL COMPANY PI8983	082351	00	10/30/2010	502-4610-582.60-61	FUEL,OIL,GREASE, & LUBES	1,412.68	
0012948 3154871	FEECE OIL COMPANY PI8984	082351	00	10/30/2010	502-4610-582.60-61	FUEL,OIL,GREASE, & LUBES	1,842.09	
0010296 24878730	FLEET SERVICES PI8605	110092	00	01/30/2011	502-4610-582.60-61	FUEL,OIL,GREASE, & LUBES	2,700.00	
0000189 587187	PARENT PETROLEUM PI8608	110401	00	01/28/2011	502-4610-582.60-61	FUEL,OIL,GREASE, & LUBES	378.95	
0013719 105630286	AIRGAS NORTH CENTRAL PI9086	110033	00	01/22/2011	502-4610-582.60-63	WELDING EQUIPMENT/SUPPLY	223.71	
0013719 105633969	AIRGAS NORTH CENTRAL PI9087	110033	00	01/26/2011	502-4610-582.60-63	WELDING EQUIPMENT/SUPPLY	585.00	
0013719 105680629	AIRGAS NORTH CENTRAL PI9088	110033	00	01/30/2011	502-4610-582.60-63	WELDING EQUIPMENT/SUPPLY	2.76	
0016355 110987N	CAS OF NEW ENGLAND PI8982	110987	00	10/29/2010	502-4610-582.60-63	SHOP EQUIPMENT & SUPPLIES	5,020.00	
0016866 58659	OPIS 001899		00	02/01/2011	502-4610-582.60-68	1 YR SUBSCTIPTION	297.50	
0014949 200005632	BAUER BUILT INC PI8369	110035	00	01/30/2011	502-4610-582.60-73	TIRES AND TUBES	1,174.06	
0007331 CHI408075	CARQUEST NAPERVILLE PI9085	110032	00	01/30/2011	502-4610-582.60-73	VEHICLE MAINTENANCE ITEMS	1,152.01	
0000147	COFFMAN TRUCK SALES INC							

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
1000558454	PI7383	100847	00	07/02/2010	502-4610-582.60-73	VEHICLE MAINTENANCE ITEMS	275.00-	
0000147 1000578688	COFFMAN TRUCK SALES INC PI0592	100847	00	07/02/2010	502-4610-582.60-73	VEHICLE MAINTENANCE ITEMS	194.60	
0000147 1000582635	COFFMAN TRUCK SALES INC PI0774	100847	00	07/02/2010	502-4610-582.60-73	VEHICLE MAINTENANCE ITEMS	58.07	
0003042 51981	FLEET SAFETY SUPPLY INC PI8573	110077	00	02/01/2011	502-4610-582.60-73	VEHICLE MAINTENANCE ITEMS	145.80	
0003042 51915	FLEET SAFETY SUPPLY INC PI8775	110077	00	01/31/2011	502-4610-582.60-73	VEHICLE MAINTENANCE ITEMS	85.62	
0003042 51945	FLEET SAFETY SUPPLY INC PI8776	110077	00	01/31/2011	502-4610-582.60-73	VEHICLE MAINTENANCE ITEMS	140.63	
0012310 118064	FOX VALLEY FORD PI8318	110078	00	01/30/2011	502-4610-582.60-73	VEHICLE MAINTENANCE ITEMS	43.71	
0012310 118099	FOX VALLEY FORD PI8319	110078	00	01/30/2011	502-4610-582.60-73	VEHICLE MAINTENANCE ITEMS	35.56	
0012310 118145	FOX VALLEY FORD PI8320	110078	00	01/30/2011	502-4610-582.60-73	VEHICLE MAINTENANCE ITEMS	356.90	
0012310 118152	FOX VALLEY FORD PI8321	110078	00	01/30/2011	502-4610-582.60-73	VEHICLE MAINTENANCE ITEMS	77.64	
0012310 118079	FOX VALLEY FORD PI8574	110078	00	02/03/2011	502-4610-582.60-73	VEHICLE MAINTENANCE ITEMS	41.24	
0014144 AG22754	GLOBAL EMERGENCY PRODUCTS PI7758	110079	00	01/28/2011	502-4610-582.60-73	VEHICLE MAINTENANCE ITEMS	241.07	
0014144 AG22874	GLOBAL EMERGENCY PRODUCTS PI9091	110079	00	01/17/2011	502-4610-582.60-73	VEHICLE MAINTENANCE ITEMS	224.28-	
0014144 AG22920	GLOBAL EMERGENCY PRODUCTS PI9125	110079	00	02/02/2011	502-4610-582.60-73	VEHICLE MAINTENANCE ITEMS	268.32	
0005361 137518	JUST TIRES PI8325	110082	00	01/30/2011	502-4610-582.60-73	VEHICLE MAINTENANCE ITEMS	94.50	
0003781 20101781-P	LINDCO EQUIPMENT SALES INC PI9126	110083	00	02/01/2011	502-4610-582.60-73	EQUIPMENT REPAIR SERVICE	582.53	
0000394 773350	MAC'S AUTO SUPPLY INC PI8326	110084	00	01/30/2011	502-4610-582.60-73	VEHICLE MAINTENANCE ITEMS	31.10	
0000394	MAC'S AUTO SUPPLY INC							

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
773883	PI8783	110084	00	01/30/2011	502-4610-582.60-73	VEHICLE MAINTENANCE ITEMS	183.78	
0015537 50-249668	MOTIVE PARTS COMPANY PI8327	110085	00	01/30/2011	502-4610-582.60-73	VEHICLE MAINTENANCE ITEMS	48.90	
0015537 62-065539	MOTIVE PARTS COMPANY PI8328	110085	00	01/30/2011	502-4610-582.60-73	VEHICLE MAINTENANCE ITEMS	265.18	
0015537 62-065940	MOTIVE PARTS COMPANY PI8329	110085	00	01/30/2011	502-4610-582.60-73	VEHICLE MAINTENANCE ITEMS	183.94	
0015537 62-065333	MOTIVE PARTS COMPANY PI8410	110085	00	01/29/2011	502-4610-582.60-73	VEHICLE MAINTENANCE ITEMS	277.22	
0015537 62-065401	MOTIVE PARTS COMPANY PI8411	110085	00	01/29/2011	502-4610-582.60-73	VEHICLE MAINTENANCE ITEMS	277.22	
0015537 62-066130	MOTIVE PARTS COMPANY PI8784	110085	00	01/30/2011	502-4610-582.60-73	VEHICLE MAINTENANCE ITEMS	89.41	
0015537 62-066175	MOTIVE PARTS COMPANY PI8785	110085	00	01/31/2011	502-4610-582.60-73	VEHICLE MAINTENANCE ITEMS	22.53	
0015537 62-060593	MOTIVE PARTS COMPANY PI8987	110085	00	12/04/2010	502-4610-582.60-73	VEHICLE MAINTENANCE ITEMS	444.64	
0015537 62-062423	MOTIVE PARTS COMPANY PI8988	110085	00	12/29/2010	502-4610-582.60-73	VEHICLE MAINTENANCE ITEMS	87.09	
0015537 62-065620	MOTIVE PARTS COMPANY PI9006	110085	00	02/01/2011	502-4610-582.60-73	VEHICLE MAINTENANCE ITEMS	277.22-	
0015537 62-064094	MOTIVE PARTS COMPANY PI9092	110085	00	01/14/2011	502-4610-582.60-73	VEHICLE MAINTENANCE ITEMS	257.16-	
0003507 C61891	STANDARD EQUIPMENT CO PI8577	110089	00	02/01/2011	502-4610-582.60-73	EQUIPMENT REPAIR PARTS	96.03	
0003507 C61932	STANDARD EQUIPMENT CO PI8578	110089	00	02/01/2011	502-4610-582.60-73	EQUIPMENT REPAIR PARTS	108.99	
0003507 C61942	STANDARD EQUIPMENT CO PI8579	110089	00	02/01/2011	502-4610-582.60-73	EQUIPMENT REPAIR PARTS	424.90	
0003507 C57469	STANDARD EQUIPMENT CO PI8976	110089	00	08/01/2010	502-4610-582.60-73	EQUIPMENT REPAIR PARTS	849.80	
0003507 C61906	STANDARD EQUIPMENT CO PI9127	110089	00	02/03/2011	502-4610-582.60-73	EQUIPMENT REPAIR PARTS	133.96	
0001590	TREDROC TIRE SERVICE							

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
459201	PI4834	110090	00	09/10/2010	502-4610-582.60-73	TIRES AND TUBES	85.00-	
0001590 462686	TREDROC TIRE SERVICE PI6233	110090	00	12/01/2010	502-4610-582.60-73	TIRES AND TUBES	78.00	
0001590 463898	TREDROC TIRE SERVICE PI7531	110090	00	11/25/2010	502-4610-582.60-73	TIRES AND TUBES	340.00-	
0001590 464619	TREDROC TIRE SERVICE PI8080	110090	00	12/05/2010	502-4610-582.60-73	TIRES AND TUBES	300.00-	
0000354 N51919	WEST SIDE EXCHANGE PI6893	110091	00	01/25/2011	502-4610-582.60-73	EQUIPMENT REPAIR PARTS	318.15	
0000354 N51953	WEST SIDE EXCHANGE PI6894	110091	00	01/25/2011	502-4610-582.60-73	EQUIPMENT REPAIR PARTS	462.15	
0000354 N51797	WEST SIDE EXCHANGE PI7536	110091	00	01/25/2011	502-4610-582.60-73	EQUIPMENT REPAIR PARTS	2,133.62-	
0000354 N52537	WEST SIDE EXCHANGE PI7820	110091	00	01/25/2011	502-4610-582.60-73	EQUIPMENT REPAIR PARTS	101.27	
0000354 N52729	WEST SIDE EXCHANGE PI7821	110091	00	01/25/2011	502-4610-582.60-73	EQUIPMENT REPAIR PARTS	88.05	
0000354 N52773	WEST SIDE EXCHANGE PI7822	110091	00	01/25/2011	502-4610-582.60-73	EQUIPMENT REPAIR PARTS	15.51	
0000354 N52847	WEST SIDE EXCHANGE PI7823	110091	00	01/25/2011	502-4610-582.60-73	EQUIPMENT REPAIR PARTS	71.34	
0000354 N52848	WEST SIDE EXCHANGE PI7824	110091	00	01/25/2011	502-4610-582.60-73	EQUIPMENT REPAIR PARTS	13.30	
0000354 N52107	WEST SIDE EXCHANGE PI7864	110091	00	01/25/2011	502-4610-582.60-73	EQUIPMENT REPAIR PARTS	21.37	
0000354 N52919	WEST SIDE EXCHANGE PI7919	110091	00	01/25/2011	502-4610-582.60-73	EQUIPMENT REPAIR PARTS	18.90	
0000354 N53021	WEST SIDE EXCHANGE PI7920	110091	00	01/25/2011	502-4610-582.60-73	EQUIPMENT REPAIR PARTS	1.21	
0000354 N52846	WEST SIDE EXCHANGE PI8069	110091	00	01/25/2011	502-4610-582.60-73	EQUIPMENT REPAIR PARTS	21.37-	
0000354 N52920	WEST SIDE EXCHANGE PI8070	110091	00	01/25/2011	502-4610-582.60-73	EQUIPMENT REPAIR PARTS	13.30-	
0000354	WEST SIDE EXCHANGE							

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
N53224	PI8417	110091	00	01/25/2011	502-4610-582.60-73	EQUIPMENT REPAIR PARTS	4.05	
0000354 N53225	WEST SIDE EXCHANGE PI8418	110091	00	01/25/2011	502-4610-582.60-73	EQUIPMENT REPAIR PARTS	399.60	
0000354 N53839	WEST SIDE EXCHANGE PI8580	110091	00	02/01/2011	502-4610-582.60-73	EQUIPMENT REPAIR PARTS	384.06	
0000354 N53581	WEST SIDE EXCHANGE PI8821	110091	00	01/27/2011	502-4610-582.60-73	EQUIPMENT REPAIR PARTS	120.00	
0000354 N53624	WEST SIDE EXCHANGE PI8822	110091	00	01/28/2011	502-4610-582.60-73	EQUIPMENT REPAIR PARTS	8.91	
0000354 N53733	WEST SIDE EXCHANGE PI8823	110091	00	01/29/2011	502-4610-582.60-73	EQUIPMENT REPAIR PARTS	29.02	
0000354 N53734	WEST SIDE EXCHANGE PI8824	110091	00	01/29/2011	502-4610-582.60-73	EQUIPMENT REPAIR PARTS	692.16	
0000354 N53754	WEST SIDE EXCHANGE PI8825	110091	00	01/29/2011	502-4610-582.60-73	EQUIPMENT REPAIR PARTS	23.84	
0000354 N53948	WEST SIDE EXCHANGE PI9007	110091	00	02/01/2011	502-4610-582.60-73	EQUIPMENT REPAIR PARTS	100.44-	
0000354 N53949	WEST SIDE EXCHANGE PI9008	110091	00	02/01/2011	502-4610-582.60-73	EQUIPMENT REPAIR PARTS	56.61-	
0001074 REG FEE	ILLINOIS, STATE OF 001509		00	01/26/2011	502-4610-582.90-39	CONF LIC PLATE, UNIT 161	99.00	
TOTAL FOR FLEET SERVICES FUND							26,373.49	
TOTAL FOR OPERATING FUNDS							2,275,760.33	

City of Naperville

Capital Projects Funds

Report 3

Accounts Payable Check Run Date: 02/03/2011

VEND NO	VENDOR NAME	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM	EXPENDITURE	HAND-ISSUED
INVOICE NO	VOUCHER NO	NO		DATE	NO	DESCRIPTION	AMOUNT	

CAPITAL PROJECTS FUND

0000428	CIVILTECH ENGINEERING INC							
38685	PI8712	090357	00	01/21/2011	301-4710-431.35-03	PROFESSIONAL SERVICES	.05	
0009177	TRANSYSTEMS CORPORATION							
31(1998553)	PI9081	090299	00	12/24/2010	301-4710-431.35-03	PROFESSIONAL SERVICES	7,298.28	
TOTAL FOR CAPITAL PROJECTS FUND							7,298.33	

2009 G.O. BOND FUND

0003499	CHRISTOPHER BURKE ENGINEERING							
97719	PI8704	071127	00	12/09/2010	329-4710-431.35-03	PROFESSIONAL SERVICES	3,872.00	
0010292	EARTH TECH INC							
37073160	PI8989	091126	00	12/09/2010	329-4710-431.35-03	PROFESSIONAL SERVICES	35,960.18	
0009177	TRANSYSTEMS CORPORATION							
15 (1977123)	PI8713	092136	00	01/03/2011	329-4710-431.35-03	CONSTRUCTION	9,054.04	
0009177	TRANSYSTEMS CORPORATION							
46(1998536)	PI9080	062529	00	12/24/2010	329-4710-431.35-03	PROFESSIONAL SERVICES	2,752.01	
0012888	U R S CORPORATION							
4530127	PI9100	111093	00	12/09/2010	329-4710-431.35-03	PROFESSIONAL SERVICES	17,371.57	
0008789	ILLINOIS DEPARTMENT OF							
103895	PI8980	092208	00	09/15/2010	329-4710-431.70-89	CONSTRUCTION	735,000.00	
0008789	ILLINOIS DEPARTMENT OF							
103895	PI8981	092208	00	09/15/2010	329-4710-431.70-89	CONSTRUCTION	1,326,876.18	
TOTAL FOR 2009 G.O. BOND FUND							2,130,885.98	

2010 G.O. BOND FUND

0012888	U R S CORPORATION							
---------	-------------------	--	--	--	--	--	--	--

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
4549859	PI8717	110057	00	01/12/2011	330-4710-431.35-03	PROFESSIONAL SERVICES	15,739.45	
0007794 #002	HERLIHY MID-CONTINENT CO PI8740	111092	00	12/15/2010	330-4710-431.70-89	CONSTRUCTION	586,973.43	
TOTAL FOR 2010 G.O. BOND FUND							602,712.88	
TOTAL FOR CAPITAL PROJECT							2,740,897.19	

City of Naperville

Special Funds & Agency

Report 4

Accounts Payable Check Run Date: 02/03/2011

VEND NO	VENDOR NAME	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM	EXPENDITURE	HAND-ISSUED
INVOICE	VOUCHER	NO		DATE	NO	DESCRIPTION	AMOUNT	
NO	NO	NO						

NAPER SETTLEMENT FUND								

0001375	UNITED PARCEL SERVICES							
0000626452031	001496		00	01/26/2011	016-7511-451.50-51	DELIVERY SERVICE N/S	5.27	
0013518	COSTCO WHOLESALE #342							
111752615185	001872		00	01/31/2011	016-7511-451.60-63	SUPPLIES	70.16	
0016610	WAREHOUSE DIRECT INC							
971241-0	PI8840 111323	00	00	01/27/2011	016-7511-451.60-74	OFFICE SUPPLIES	252.52	
0013401	GODDARD, LESLIE							
PRESENTATION	001872		00	01/31/2011	016-7512-451.30-29	HISTORY SPEAKS LECTURE SE RIES	250.00	
0009678	COVERALL NORTH AMERICA							
1010454956	PI8765 101170	00	00	01/31/2011	016-7513-451.30-29	FACILITY MAINT. SERVICE	2,964.00	
0009678	COVERALL NORTH AMERICA							
1010454568	PI8790 110223	00	00	01/01/2011	016-7513-451.30-29	PROFESSIONAL SERVICES	4,470.23	
0005541	SCHINDLER ELEVATOR CORP							
8102806976	001509		00	01/26/2011	016-7513-451.40-34	ELEVATOR PM SERVICE	417.21	
0011418	SPECIALTY MAT SERVICE							
564439	PI8726 110626	00	00	02/01/2011	016-7513-451.40-34	FACILITY MAINT. SERVICE	189.45	
0007006	STEVE MILLER, INC.							
12084	PI9129 111146	00	00	12/25/2010	016-7513-451.40-34	PROFESSIONAL SERVICES	3,175.63	
0007006	STEVE MILLER, INC.							
12166	PI9130 111146	00	00	01/09/2011	016-7513-451.40-34	PROFESSIONAL SERVICES	2,428.75	
0006907	THE CARE OF TREES							
904181192	PI8844 111448	00	00	11/20/2010	016-7513-451.40-34	GROUNDS & PARK SERVICES	2,100.00	
0011606	ALLIED WASTE SERVICES #480							
0551-008378198	PI8833 110624	00	00	12/31/2010	016-7513-451.40-43	CARTAGE SERVICES	520.39	
0001981	RESOURCE MANAGEMENT							
1220103	PI9115 110625	00	00	12/31/2010	016-7513-451.40-43	RECYCLING SERVICES	30.00	
0000210	NICOR GAS							
23-48-21-1000	6PI9116 100310	00	00	01/13/2011	016-7513-451.60-44	FUEL,OIL,GREASE, & LUBES	381.87	
0000210	NICOR GAS							
27-38-21-1000	8PI9117 100310	00	00	01/13/2011	016-7513-451.60-44	FUEL,OIL,GREASE, & LUBES	201.63	
0000210	NICOR GAS							

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
29-55-30-1000	9PI9118	100310	00	01/13/2011	016-7513-451.60-44	FUEL,OIL,GREASE, & LUBES	216.58	
0000210	NICOR GAS							
37-38-21-1000	7PI9119	100310	00	01/13/2011	016-7513-451.60-44	FUEL,OIL,GREASE, & LUBES	206.06	
0000210	NICOR GAS							
47-38-21-1000	6PI9120	100310	00	01/13/2011	016-7513-451.60-44	FUEL,OIL,GREASE, & LUBES	139.18	
0000210	NICOR GAS							
77-38-21-1000	3PI9121	100310	00	01/13/2011	016-7513-451.60-44	FUEL,OIL,GREASE, & LUBES	99.39	
0000210	NICOR GAS							
91-48-21-1000	3PI9122	100310	00	01/13/2011	016-7513-451.60-44	FUEL,OIL,GREASE, & LUBES	91.96	
0000210	NICOR GAS							
93-48-21-1000	9PI9123	100310	00	01/13/2011	016-7513-451.60-44	FUEL,OIL,GREASE, & LUBES	274.56	
0000210	NICOR GAS							
94-58-21-1000	6PI9124	100310	00	01/13/2011	016-7513-451.60-44	FUEL,OIL,GREASE, & LUBES	257.24	
0000778	BUIKEMA'S ACE HARDWARE							
533726/2	001872		00	01/31/2011	016-7513-451.60-66	SUPPLILES	84.34	
0000778	BUIKEMA'S ACE HARDWARE							
533737/2	001872		00	01/31/2011	016-7513-451.60-66	SUPPLILES	25.91	
0000778	BUIKEMA'S ACE HARDWARE							
533803/2	001872		00	01/31/2011	016-7513-451.60-66	SUPPLILES	2.51	
0000778	BUIKEMA'S ACE HARDWARE							
533807/2	001872		00	01/31/2011	016-7513-451.60-66	SUPPLILES	14.81	
0004985	AMERICAN ASSN FOR MUSEUMS							
MEMBERSHIP	PI8885	111431	00	01/27/2011	016-7515-451.50-21	ASSOCIATION DUES	1,085.00	
TOTAL FOR NAPER SETTLEMENT FUND							19,954.65	

BURLINGTON PARKING FUND								

9000004	GLONDYS, BARBARA							
REFUND	001872		00	01/31/2011	104-0000-344.88-00	SMART CARD 1768	80.00	
0016268	SMITH, CHRISTINA							
PETTY CSH	2/2 001805		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD #5487	28.00	
0016268	SMITH, CHRISTINA							
PETTY CSH	2/2 001806		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 1272	8.00	

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
0016268 PETTY CSH	SMITH, CHRISTINA 2/2 001809		00 01/28/2011	104-0000-344.88-00	SMART CARD CARD 2563	20.00	
0016268 PETTY CSH	SMITH, CHRISTINA 2/2 001810		00 01/28/2011	104-0000-344.88-00	SMART CARD	12.00	
0016268 PETTY CSH	SMITH, CHRISTINA 2/2 001811		00 01/28/2011	104-0000-344.88-00	SMART CARD CARD 4748 & 1493	52.00	
0016268 PETTY CSH	SMITH, CHRISTINA 2/2 001812		00 01/28/2011	104-0000-344.88-00	SMART CARD CARD 5650	4.00	
0016268 PETTY CSH	SMITH, CHRISTINA 2/2 001813		00 01/28/2011	104-0000-344.88-00	SMART CARD CARD 4179	2.00	
0016268 PETTY CSH	SMITH, CHRISTINA 2/2 001814		00 01/28/2011	104-0000-344.88-00	SMART CARD CARD 5357	20.00	
0016268 PETTY CSH	SMITH, CHRISTINA 2/2 001815		00 01/28/2011	104-0000-344.88-00	SMART CARD CARD 2997	20.00	
0016268 PETTY CSH	SMITH, CHRISTINA 2/2 001816		00 01/28/2011	104-0000-344.88-00	SMART CARD	10.00	
0016268 PETTY CSH	SMITH, CHRISTINA 2/2 001817		00 01/28/2011	104-0000-344.88-00	SMART CARD CARD 3828	4.00	
0016268 PETTY CSH	SMITH, CHRISTINA 2/2 001818		00 01/28/2011	104-0000-344.88-00	SMART CARD CARD 5109	16.00	
0016268 PETTY CSH	SMITH, CHRISTINA 2/2 001819		00 01/28/2011	104-0000-344.88-00	SMART CARD CARD 2605	18.00	
0016268 PETTY CSH	SMITH, CHRISTINA 2/2 001820		00 01/28/2011	104-0000-344.88-00	SMART CARD CARD 1907	43.00	
0016268 PETTY CSH	SMITH, CHRISTINA 2/2 001821		00 01/28/2011	104-0000-344.88-00	SMART CARD CARD 2791	2.00	
0016268	SMITH, CHRISTINA						

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
PETTY CSH 2/2	001821		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 210	42.00	
0016268 PETTY CSH 2/2	SMITH, CHRISTINA 001821		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 4221	18.00	
0016268 PETTY CSH 2/2	SMITH, CHRISTINA 001821		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 5498	28.00	
0016268 PETTY CSH 2/2	SMITH, CHRISTINA 001822		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 2308	6.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001823		00	01/28/2011	104-0000-344.88-00	SMART CARD	30.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001824		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 1648	14.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001824		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 2929	2.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001824		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 526	24.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001824		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 0945	14.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001824		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 5022	18.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001824		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 5469	2.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001824		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 2974	47.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001824		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 1599	20.00	
0016268	SMITH, CHRISTINA							

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
PETTY CASH 2/2	001824		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 1357	6.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001824		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 2959	25.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001824		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 1526	25.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001824		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 3742	12.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001824		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 2147	4.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001824		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 3950	28.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001824		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 1027	14.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001824		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 1112	14.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001824		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 3932	2.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001824		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 3835	14.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001824		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 3761	15.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001824		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 5648	10.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001824		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 2328	4.00	
0016268	SMITH, CHRISTINA							

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
PETTY CASH 2/2	001824		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 513	26.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001824		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 5365	18.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001824		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 247	34.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001824		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 3679	11.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001824		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 0936	20.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001824		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 3801	8.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001824		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 5416	12.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001824		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 3491	14.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001824		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 10964	5.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001824		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 0103	68.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001824		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 2188	16.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001824		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 967, 966 & 965	15.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001825		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 2795	18.00	
0016268	SMITH, CHRISTINA							

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
PETTY CASH 2/2	001825		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 598	18.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001825		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 4604	12.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001825		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 5201	16.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001825		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 1038	14.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001825		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 4230	26.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001825		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 1185	36.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001825		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 2200	42.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001825		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 3947 & 5599	14.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001826		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 5254	22.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001826		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 2235	8.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001826		00	01/28/2011	104-0000-344.88-00	SMART CARD CARD 3562	32.00	
0016268 PETTY CASH 2/2	SMITH, CHRISTINA 001826		00	01/28/2011	104-0000-344.88-00	SMART CARD	14.00	
0016268 PETTY CSH 2/3	SMITH, CHRISTINA 001910		00	02/03/2011	104-0000-344.88-00	SMART CARD #1856	18.00	
0016268 PETTY CSH 2/3	SMITH, CHRISTINA 001911		00	02/03/2011	104-0000-344.88-00	SMART CARD #1670	12.00	

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
0016268 PETTY CSH	SMITH, CHRISTINA 2/3 001913		00	02/03/2011	104-0000-344.88-00	SMART CARD #10264	16.00	
0016268 PETTY CSH	SMITH, CHRISTINA 2/3 001914		00	02/03/2011	104-0000-344.88-00	SMART CARD #4755	22.00	
0016268 PETTY CSH	SMITH, CHRISTINA 2/3 001915		00	02/03/2011	104-0000-344.88-00	SMART CARD #4769	14.00	
0016268 PETTY CSH	SMITH, CHRISTINA 2/3 001916		00	02/03/2011	104-0000-344.88-00	SMART CARD #10852	16.00	
0016268 PETTY CSH	SMITH, CHRISTINA 2/3 001917		00	02/03/2011	104-0000-344.88-00	SMART CARD #10854	22.00	
0016268 PETTY CSH	SMITH, CHRISTINA 2/3 001918		00	02/03/2011	104-0000-344.88-00	SMART CARD #3497	34.00	
0016268 PETTY CSH	SMITH, CHRISTINA 2/3 001920		00	02/03/2011	104-0000-344.88-00	SMART CARD #3790	34.00	
0016268 PETTY CSH	SMITH, CHRISTINA 2/3 001921		00	02/03/2011	104-0000-344.88-00	SMART CARD #1308	3.00	
0016268 PETTY CSH	SMITH, CHRISTINA 2/3 001924		00	02/03/2011	104-0000-344.88-00	SMART CARD #3822	4.00	
0016268 PETTY CSH	SMITH, CHRISTINA 2/3 001925		00	02/03/2011	104-0000-344.88-00	SMART CARD #4560	20.00	
0001375 0000626452031	UNITED PARCEL SERVICES 001494		00	01/26/2011	104-1510-434.35-09	DELIVERY SERVICE FSD	9.57	
0001375 0000626452041	UNITED PARCEL SERVICES 001863		00	01/31/2011	104-1510-434.35-09	DELIVERY SERVICE FSD	8.77	
9000015 102313 &	CHEN, JIAN-FENG 102314001506		00	01/26/2011	104-3110-434.90-38	GUARANTEED RIDE HOME PROG	19.60	
9000015 102875 &	CROWLEY, JIM 102876001507		00	01/26/2011	104-3110-434.90-38	GUARANTEED RIDE HOME PROG	11.90	
9000015 104148	CURRAN, BRENDAN 001509		00	01/26/2011	104-3110-434.90-38	GUARANTEED RIDE HOME PROG	8.40	
9000015 102899	FLOEGEL, ELIZABETH 001509		00	01/26/2011	104-3110-434.90-38	GUARANTEED RIDE HOME PROG	9.45	
9000015	GUPTA, SARAL							

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
4782	001508		00 01/26/2011	104-3110-434.90-38	GUARANTEED RIDE HOME PROG	5.95	
9000015 103330	HRUBEC, BARBARA 001509		00 01/26/2011	104-3110-434.90-38	GUARANTEED RIDE HOME PROG	8.40	
9000015 102448 -	JARRELL, ZACHARY 102451001509		00 01/26/2011	104-3110-434.90-38	GUARANTEED RIDE HOME PROG 4 VOUCHER'S	43.40	
9000015 102479	KROLL, AARON L 001509		00 01/26/2011	104-3110-434.90-38	GUARANTEED RIDE HOME PROG	17.85	
9000015 102527 &	MAGEE, JULIE 102528001509		00 01/26/2011	104-3110-434.90-38	GUARANTEED RIDE HOME PROG	9.10	
9000015 102565	MCDONALD, WILLIAM 001509		00 01/26/2011	104-3110-434.90-38	GUARANTEED RIDE HOME PROG	21.35	
9000015 101775 &	RENDER, MATTHEW 101776001509		00 01/26/2011	104-3110-434.90-38	GUARANTEED RIDE HOME PROG	16.80	
9000015 4626	RICE, TERRY 001509		00 01/26/2011	104-3110-434.90-38	GUARANTEED RIDE HOME PROG	4.55	
9000015 102605	RITCHEY, AMY 001509		00 01/26/2011	104-3110-434.90-38	GUARANTEED RIDE HOME PROG	15.05	
9000015 104174	SHEN, SHIMING 001509		00 01/26/2011	104-3110-434.90-38	GUARANTEED RIDE HOME PROG	10.85	
9000015 4553	VENTSAM, STEVE 001509		00 01/26/2011	104-3110-434.90-38	GUARANTEED RIDE HOME PROG	9.45	
9000015 103713	VENTSAM, STEVE 001509		00 01/26/2011	104-3110-434.90-38	GUARANTEED RIDE HOME PROG	9.45	
9000015 103735, 6 & 7	VOLETI, SRINIVASA 001509		00 01/26/2011	104-3110-434.90-38	GUARANTEED RIDE HOME PROG	16.80	
9000015 103092 &	WICKERT, TIFFANY 103093001505		00 01/26/2011	104-3110-434.90-38	GUARANTEED RIDE HOME PROG	11.90	
9000015 101493, 4 & 5	WIGGINS, DARREN 001509		00 01/26/2011	104-3110-434.90-38	GUARANTEED RIDE HOME PROG	63.00	
0000571 2431	AMERICAN ASPHALT CO INC PI8951 111197		00 01/07/2011	104-4410-434.30-29	PROFESSIONAL SERVICES	7,190.90	
0000571 2430	AMERICAN ASPHALT CO INC PI8997 111197		00 12/27/2010	104-4410-434.30-29	PROFESSIONAL SERVICES	7,190.08	
0008974	SMITH MAINTENANCE CO						

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
2947	PI8901	110163	00	01/30/2011	104-4410-434.30-29	FACILITY MAINT. SERVICE	370.00	
0014787 INV00060543	TOVAR SNOW PROFESSIONAL PI9051	111042	00	02/01/2011	104-4410-434.30-29	PROFESSIONAL SERVICES	1,900.00	
0014787 INV00062079	TOVAR SNOW PROFESSIONAL PI9054	111042	00	02/01/2011	104-4410-434.30-29	PROFESSIONAL SERVICES	1,900.00	
0014787 INV00062081	TOVAR SNOW PROFESSIONAL PI9057	111042	00	02/01/2011	104-4410-434.30-29	PROFESSIONAL SERVICES	1,900.00	
0013161 5324	ACCESS PARKING SYSTEMS PI9033	110386	00	02/01/2011	104-4410-434.40-34	PARKING LOT EQUIPMENT	258.60	
0008461 648856	MEADE ELECTRIC COMPANY PI8130	110081	00	01/27/2011	104-4410-434.40-34	ELEC. EQPT. REQ. MAINT.	524.54	
0012600 1030620	GASAWAY DISTRIBUTORS PI8637	111213	00	01/30/2011	104-4410-434.60-66	MATERIALS, ROAD & HIWAY	110.00	
0012600 1030613	GASAWAY DISTRIBUTORS PI8803	111213	00	01/31/2011	104-4410-434.60-66	MATERIALS, ROAD & HIWAY	110.00	
0012600 1030572	GASAWAY DISTRIBUTORS PI8835	111213	00	01/26/2011	104-4410-434.60-66	MATERIALS, ROAD & HIWAY	55.00	
0012600 1030585	GASAWAY DISTRIBUTORS PI8838	111213	00	01/28/2011	104-4410-434.60-66	MATERIALS, ROAD & HIWAY	110.00	
0012600 1030656	GASAWAY DISTRIBUTORS PI9068	111213	00	01/31/2011	104-4410-434.60-66	MATERIALS, ROAD & HIWAY	152.90	
0000428 38685	CIVILTECH ENGINEERING INC PI8711	090357	00	01/21/2011	104-4410-434.70-89	PROFESSIONAL SERVICES	1,149.91	
TOTAL FOR BURLINGTON PARKING FUND							24,764.52	

COMM DEVEL BLOCK GRANT								

0016014 GRANT	DUPAGE COUNTY PI9106	101292	00	02/01/2011	108-3199-444.90-38	CONTRIBUTIONS	12,901.00	
0016014 GRANT	DUPAGE COUNTY PI9109	110863	00	02/01/2011	108-3199-444.90-38	CONTRIBUTIONS	41,295.78	
TOTAL FOR COMM DEVEL BLOCK GRANT							54,196.78	

ARRA FED GRANTS FUND								

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
0013458 123907	SIKICH LLP 001901		00 02/01/2011	111-3161-461.35-09	PROF SERVICE	175.00	
0010684 PER DIEM	FILIPPO, FRED 001882		00 02/01/2011	111-3161-461.50-22	TRAVEL EXP FLORIDA, 2/27-3/2/11	364.00	
0013369 PER DIEM	TENTE, JAMES M 001883		00 02/01/2011	111-3161-461.50-22	TRAVEL EXP FLORIDA, 2/27-3/2/11	364.00	
0016264 JAN 27, 2011	ILLINOIS ASSOCIATION OF 001800		00 01/27/2011	111-3161-461.60-63	RATER MEMBERSHIP TO IAER & REM/RATE SOFTWA	250.00	
0016858 REIMBURSEMENT	BESSLER, SCOTT E 001849		00 01/31/2011	111-3161-461.90-28	RES HOME ENERGY PROGRAM	1,395.50	
0016850 REIMBURSEMENT	CAMASTO, JAMES B 001858		00 01/31/2011	111-3161-461.90-28	RES HOME ENERGY PROGRAM	1,500.00	
0016856 REIMBURSEMENT	CROXALL, LANCE M 001851		00 01/31/2011	111-3161-461.90-28	RES HOME ENERGY PROGRAM	1,500.00	
0016842 REIMBURSEMENT	DEGRAFF, DAWN 001491		00 01/26/2011	111-3161-461.90-28	RES HOME ENERGY PROGRAM	395.39	
0016860 REIMBURSEMENT	FLYNN, CHARLES 001846		00 01/31/2011	111-3161-461.90-28	RES HOME ENERGY PROGRAM	1,500.00	
0016853 REIMBURSEMENT	KENNEDY, ANNETTE W 001855		00 01/31/2011	111-3161-461.90-28	RES HOME ENERGY PROGRAM	601.79	
0016852 REIMBURSEMENT	NAVRATIL, JOHN B 001856		00 01/31/2011	111-3161-461.90-28	RES HOME ENERGY PROGRAM	1,500.00	
0016843 REIMBURSEMENT	O'DONNELL, LAURENE B 001490		00 01/26/2011	111-3161-461.90-28	RES HOME ENERGY PROGRAM	1,452.43	
0016859 REIMBURSEMENT	OXENKNECHT, SANDRA 001848		00 01/31/2011	111-3161-461.90-28	RES HOME ENERGY PROGRAM	628.97	
0016849 REIMBURSEMENT	REINERIO, ANTHONY 001859		00 01/31/2011	111-3161-461.90-28	RES HOME ENERGY PROGRAM	1,500.00	
0016857 REIMBURSEMENT	ROWLANDS, MICHAEL J 001850		00 01/31/2011	111-3161-461.90-28	RES HOME ENERGY PROGRAM	1,063.85	
0016855 REIMBURSEMENT	SKOWRON, MARK J 001852		00 01/31/2011	111-3161-461.90-28	RES HOME ENERGY PROGRAM	1,060.00	

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
0016811 REIMBURSEMENT	STOWELL, MARY ANN 001847		00	01/31/2011	111-3161-461.90-28	RES HOME ENERGY PROGRAM	1,252.41	
0016854 REIMBURSEMENT	TADEL, RONALD 001854		00	01/31/2011	111-3161-461.90-28	RES HOME ENERGY PROGRAM	29.77	
0016851 REIMBURSEMENT	YUAN, LI-PING 001857		00	01/31/2011	111-3161-461.90-28	RES HOME ENERGY PROGRAM	1,500.00	
0016345 GRANT REIMB	BRIANT, ROBERT PI8816 111355		00	01/26/2011	111-3161-461.90-38	GRANTS/REIMBURSEMENTS	9,900.00	
TOTAL FOR ARRA FED GRANTS FUND							27,933.11	
----- SPEC.EV.& CULTURE AMENITY -----								
0014025 GRANT	MIDWEST SOARRING PI8693 110746		00	01/20/2011	134-8510-489.91-12	CONTRIBUTIONS	CHECK #: 500255	11,655.04
TOTAL FOR SPEC.EV.& CULTURE AMENITY							11,655.04	
----- S.S.A. #22-DOWNTOWN MAINT -----								
0000571 2431	AMERICAN ASPHALT CO INC PI8952 111197		00	01/07/2011	136-4010-566.30-29	PROFESSIONAL SERVICES	1,400.00	
0000571 2430	AMERICAN ASPHALT CO INC PI8998 111197		00	12/27/2010	136-4010-566.30-29	PROFESSIONAL SERVICES	1,400.81	
0008748 23585JAN	MLADY MAINTENANCE INC PI9012 110162		00	02/01/2011	136-4010-566.30-29	FACILITY MAINT. SERVICE	1,392.75	
0008748 23586JAN	MLADY MAINTENANCE INC PI9013 110162		00	01/31/2011	136-4010-566.30-29	FACILITY MAINT. SERVICE	1,674.00	
0008748 23514DEC	MLADY MAINTENANCE INC PI9095 110162		00	01/28/2011	136-4010-566.30-29	FACILITY MAINT. SERVICE	1,542.75	
0008415 8752	TEMPLE DISPLAY LTD PI9102 111222		00	01/29/2011	136-4010-566.30-29	LIGHTING, LAMPS & FIXTURE	1,500.00	
0008415 8753	TEMPLE DISPLAY LTD PI9103 111223		00	01/29/2011	136-4010-566.30-29	LIGHTING, LAMPS & FIXTURE	4,060.00	
0014787 INV00060543	TOVAR SNOW PROFESSIONAL PI9052 111042		00	02/01/2011	136-4010-566.30-29	PROFESSIONAL SERVICES	7,800.00	

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
0014787 INV00062079	TOVAR SNOW PROFESSIONAL PI9055	111042	00 02/01/2011	136-4010-566.30-29	PROFESSIONAL SERVICES	10,600.00	
0014787 INV00062081	TOVAR SNOW PROFESSIONAL PI9058	111042	00 02/01/2011	136-4010-566.30-29	PROFESSIONAL SERVICES	8,700.00	
0001375 0000626452031	UNITED PARCEL SERVICES 001495		00 01/26/2011	136-4010-566.30-29	DELIVERY SERVICE DPW	9.57	
0001375 0000626452041	UNITED PARCEL SERVICES 001864		00 01/31/2011	136-4010-566.30-29	DELIVERY SERVICE DPW	8.78	
0008461 648856	MEADE ELECTRIC COMPANY PI8131	110081	00 01/27/2011	136-4010-566.40-34	ELEC. EQPT. REQ. MAINT.	1,706.06	
0016232 9887	TCS INTERNATIONAL INC 001800		00 01/27/2011	136-4010-566.40-34	REPLACE PARTS ON SENSOR	192.35	
0007846 3262224-2007-6	WASTE MANAGEMENT PI9048	110967	00 01/31/2011	136-4010-566.40-43	FACILITY MAINT. SERVICE	119.46	
0001031 9424934884	GRAINGER INC PI8995	110186	00 01/26/2011	136-4010-566.60-63	BUILDING MATERIALS	621.46	
0012600 1030613	GASAWAY DISTRIBUTORS PI8804	111213	00 01/31/2011	136-4010-566.60-66	MATERIALS, ROAD & HIWAY	110.00	
0012600 1030572	GASAWAY DISTRIBUTORS PI8836	111213	00 01/26/2011	136-4010-566.60-66	MATERIALS, ROAD & HIWAY	55.00	
0012600 1030656	GASAWAY DISTRIBUTORS PI9069	111213	00 01/31/2011	136-4010-566.60-66	MATERIALS, ROAD & HIWAY	323.95	
0013221 10411959	VAN ENGELEN INC. PI8914	111507	00 11/25/2010	136-4010-566.60-66	SEED, SOD, SOIL&INOCULANT	4,888.37	
TOTAL FOR S.S.A. #22-DOWNTOWN MAINT						48,105.31	

STATE DRUG FORFEITURE FD							

0006299 REFUND ACCT	MCANALLY, JOHN 001894		00 02/01/2011	139-2110-421.60-63	NARCOTIC CASES	3,000.00	
TOTAL FOR STATE DRUG FORFEITURE FD						3,000.00	

TEST TRACK FUND							

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
0000571 2431	AMERICAN ASPHALT CO INC PI8953	111197	00 01/07/2011	455-4410-434.40-34	PROFESSIONAL SERVICES	1,189.65	
0000571 2430	AMERICAN ASPHALT CO INC PI8999	111197	00 12/27/2010	455-4410-434.40-34	PROFESSIONAL SERVICES	1,189.66	
0008461 648856	MEADE ELECTRIC COMPANY PI8132	110081	00 01/27/2011	455-4410-434.40-34	ELEC. EQPT. REQ. MAINT.	128.52	
TOTAL FOR TEST TRACK FUND						2,507.83	

POLICE PENSION FUND							

0016015 OCT 2010	HILDA GODINEZ-SERVICES 001872		00 01/31/2011	611-8121-594.35-09	SECRETARIAL WORK POLICE PENSION BRD	217.77	
0016247 20101231-3040	J P MORGAN INVESTMENT MGMT, INC. 001487		00 01/26/2011	611-8121-594.35-09	INV MGR FEE 10/1-12/31	18,818.37	
0013781 10/1-12/31/10	MESIROW FINANCIAL INV MANAGEMENT 001498		00 01/26/2011	611-8121-594.35-09	MANGEMENT FEES	10,005.14	
0016566 20-75-078-44934001866	PNC BANK,NA		00 01/31/2011	611-8121-594.35-09	PERIOD 10/01-12/31/10 GRT LAKES	592.11	
0016566 20-75-078-44935001867	PNC BANK,NA		00 01/31/2011	611-8121-594.35-09	PERIOD 10/01-12/31/10 JP MORGAN	3,492.53	
0016566 20-75-078-44935001868	PNC BANK,NA		00 01/31/2011	611-8121-594.35-09	PERIOD 10/01-12/31/10 MESIROW	574.87	
0016566 20-75-078-44935001869	PNC BANK,NA		00 01/31/2011	611-8121-594.35-09	PERIOD 10/01-12/31/10 LUTHER KING	496.28	
0016566 20-75-078-44935001870	PNC BANK,NA		00 01/31/2011	611-8121-594.35-09	PERIOD 10/01-12/31/10 MUTUAL FD	1,822.54	
TOTAL FOR POLICE PENSION FUND						36,019.61	

GEN TRUST & AGENCY FUND							

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
0000286	DUPAGE, COUNTY OF RECORDING FEE 001509		00	01/26/2011	618-0000-208.04-45	6 CONVENANTS	180.00	
9000014	HUGHES, DAVID RESTITUTION 001895		00	02/01/2011	618-0000-208.05-00	DAMAGES IR 2010-016273	403.23	
9000014	ROSENQUIST, DANA RESTITUTION 001872		00	01/31/2011	618-0000-208.05-00	NPD IR 2010-015497	150.00	
0000007 26458	CERTIFIED AUTO REPAIR INC 001865		00	01/31/2011	618-0000-208.05-02	TOWING FEE IR 2011-000604	140.00	
0009553 28508	DARRELL'S TOWING 001872		00	01/31/2011	618-0000-208.05-02	TOW FEE IR 2011-000578	140.00	
0000558 27467	GREEN MACHINE TOWING 001872		00	01/31/2011	618-0000-208.05-02	TOW FEE IR 2011-000337	140.00	
0011886 27388	VILLAGE TOWING 001872		00	01/31/2011	618-0000-208.05-02	TOW FEE IR 2010-000793	140.00	
0002296	ILLINOIS STATE POLICE FINGERPRINTING 001800		00	01/27/2011	618-0000-208.90-00	TAXI DRIVERS;DEC 2010	582.25	
9000000	JK & T WINGS INC REFUND 001509		00	01/26/2011	618-0000-208.90-00	FINGERPRINTING;M MORIN BUFFALO WILD WINGS MGR	34.25	
0000202 0032290-IN	RAY O'HERRON CO INC PI8796 110360		00	01/10/2011	618-2133-421.90-97	POLICE EQUIPMENT & SUPPLY	474.00	
TOTAL FOR GEN TRUST & AGENCY FUND							2,383.73	
----- SELF INSURED BENEFITS FND -----								
0000844	BLUE CROSS/BLUE SHIELD OF ILL CLM 01/15-01/21PI8751 110200		00	01/25/2011	623-9210-585.30-29	INSURANCE SERVICES	CHECK #: 9005593	225.49
0000844	BLUE CROSS/BLUE SHIELD OF ILL 01/22-01/28/11 PI9022 110200		00	01/31/2011	623-9210-585.30-29	INSURANCE SERVICES	375.17	
0000844	BLUE CROSS/BLUE SHIELD OF ILL CLM 01/15-01/21PI8752 110200		00	01/25/2011	623-9210-585.90-47	INSURANCE SERVICES	CHECK #: 9005593	78,706.15
0000844	BLUE CROSS/BLUE SHIELD OF ILL							

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
01/22-01/28/11	PI9023	110200	00	01/31/2011	623-9210-585.90-47	INSURANCE SERVICES	105,009.61	
0000844	BLUE CROSS/BLUE SHIELD OF ILL CLM 01/15-01/21PI8753	110200	00	01/25/2011	623-9215-585.90-45	INSURANCE SERVICES	CHECK #: 9005593	1,531.06
0000844	BLUE CROSS/BLUE SHIELD OF ILL 01/22-01/28/11 PI9024	110200	00	01/31/2011	623-9215-585.90-47	INSURANCE SERVICES	596.16	
0000844	BLUE CROSS/BLUE SHIELD OF ILL CLM 01/15-01/21PI8754	110200	00	01/25/2011	623-9220-585.90-47	INSURANCE SERVICES	CHECK #: 9005593	51,816.48
0000844	BLUE CROSS/BLUE SHIELD OF ILL 01/22-01/28/11 PI9025	110200	00	01/31/2011	623-9220-585.90-47	INSURANCE SERVICES	79,801.70	
0015443 201855	IUOE LOCAL 399 PI8764	111504	00	12/20/2010	623-9226-585.50-46	PROFESSIONAL SERVICES	8,675.37	
0009586	DELTA DENTAL PLAN OF ILLINOIS CLM 1/15-1/21 PI8720	110235	00	01/25/2011	623-9230-585.30-29	INSURANCE SERVICES	CHECK #: 9005594	2,985.84
0009586	DELTA DENTAL PLAN OF ILLINOIS CLM 1/15-1/21 PI8721	110235	00	01/25/2011	623-9230-585.90-47	INSURANCE SERVICES	CHECK #: 9005594	19,032.90
0009586	DELTA DENTAL PLAN OF ILLINOIS 01/27-02/02/11 PI9026	110235	00	01/31/2011	623-9230-585.90-47	INSURANCE SERVICES	CHECK #: 9005604	7,817.13
0011567 0611025984	ILLINOIS DIRECTOR OF EMPLOY- PI8755	110727	00	01/26/2011	623-9240-585.90-47	EMPLOYEES	CHECK #: 9005595	58,930.50
0016861	NAPERVILLE DUPAGE TAXI INC SETTLEMENT 001898		00	02/01/2011	623-9712-585.90-47	CLAIM 2010AL062	4,750.00	
0014226 DEC 10	SUN LIFE FINANCIAL PI8795	110346	00	01/26/2011	623-9714-585.50-46	PROFESSIONAL SERVICES	10,045.40	
TOTAL FOR SELF INSURED BENEFITS FND							430,298.96	

PAYROLL CLEARING FUND								

0013609 20110128	I U O E LOCAL 150 - FIXED PR0128		00	01/28/2011	802-0000-201.30-00	PAYROLL SUMMARY	322.50	
0002018 20110128	I U O E LOCAL 150 ADMIN DUES PR0128		00	01/28/2011	802-0000-201.30-00	PAYROLL SUMMARY	831.41	
0014843 20110128	IAFF LOCAL 4302 PR0128		00	01/28/2011	802-0000-201.30-00	PAYROLL SUMMARY	5,571.00	
0002212	ILLINOIS FRATERNAL ORDER OF							

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
20110128	PR0128		00 01/28/2011	802-0000-201.30-00	PAYROLL SUMMARY	2,952.74	
0002017 20110128	INTERNATIONAL BROTHERHOOD OF PR0128		00 01/28/2011	802-0000-201.30-00	PAYROLL SUMMARY	2,353.86	
0002025 20110128	INTERNATIONAL BROTHERHOOD OF PR0128		00 01/28/2011	802-0000-201.30-00	PAYROLL SUMMARY	1,767.13	
0009670 20110128	INTERNATIONAL BROTHERHOOD OF PR0128		00 01/28/2011	802-0000-201.30-00	PAYROLL SUMMARY	514.30	
0015443 20110128	IUOE LOCAL 399 PR0128		00 01/28/2011	802-0000-201.30-00	PAYROLL SUMMARY	354.68	
0010826 P/R 1/28/11	STATE DISBURSEMENT UNIT 001837		00 01/28/2011	802-0000-201.30-00	CHILD SUPPORT	CHECK #: 9005597	19,473.68
0002382 P/R 1/28/11	INTERNAL REVENUE SERVICE 001836		00 01/28/2011	802-0000-201.30-01	S/S, MED & TAX W/H FED PAYROLL TAXES	CHECK #: 9005596	636,711.13
0002023 P/R 1/28/11	ILLINOIS, STATE OF 001838		00 01/28/2011	802-0000-201.30-02	ILL ST PAYROLL TAXES	CHECK #: 9005598	130,515.45
0001093 P/R 1/28/11	INTERNATIONAL CITY/COUNTY 001828		00 01/28/2011	802-0000-201.30-05	ROTH IRA EMPLOYEE CONTRIB	CHECK #: 9005599	1,737.01
0001093 P/R 1/28/11	INTERNATIONAL CITY/COUNTY 001832		00 01/28/2011	802-0000-201.30-05	EMPLOYEE 457 CONTRIBUTION	CHECK #: 9005602	43,126.20
0011651 P/R 1/28/11	NATIONWIDE RETIREMENT SOLUTION 001834		00 01/28/2011	802-0000-201.30-06	EMPLOYEE 457 LOAN REPAY	CHECK #: 9005603	38,879.29
0014226 DEC 10	SUN LIFE FINANCIAL 001510		00 01/26/2011	802-0000-201.30-08	EMPLOYEE OPTIONAL LIFE INS	9,678.53	
0014226 DEC 10	SUN LIFE FINANCIAL 001510		00 01/26/2011	802-0000-201.30-13	SPOUSE OPTIONAL + CHILD LIFE INS	2,770.80	
0011521 41308	PRE-PAID LEGAL SERVICES INC 001901		00 02/01/2011	802-0000-201.30-14	JAN 11	770.55	
0013057 P/R 1/28/11	DIVERSIFIED INVESTMENT ADVISORS 001831		00 01/28/2011	802-0000-201.30-18	EMPLOYEE 457 CONTRIBUTION	CHECK #: 9005601	45,532.45
0014550 20110128	METROPOLITAN ALLIANCE OF POLICE PR0128		00 01/28/2011	802-0000-201.30-22	PAYROLL SUMMARY	357.75	
0014590	NAPERVILLE POLICE SERGEANTS ASSN						

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
20110128	PR0128		00 01/28/2011	802-0000-201.30-22	PAYROLL SUMMARY	144.25	
0013057 P/R 1/28/11	DIVERSIFIED INVESTMENT ADVISORS 001830		00 01/28/2011	802-0000-201.30-25	EMPLOYEE 457 LOAN REPAY	CHECK #: 9005601	3,083.64
0001093 P/R 1/28/11	INTERNATIONAL CITY/COUNTY 001833		00 01/28/2011	802-0000-201.30-25	EMPLOYEE 457 LOAN REPAY	CHECK #: 9005602	3,710.19
0011651 P/R 1/28/11	NATIONWIDE RETIREMENT SOLUTION 001829		00 01/28/2011	802-0000-201.30-25	EMPLOYEE 457 LOAN REPAY	CHECK #: 9005600	1,936.89
0016612 JAN 11	HERMANEK & GARA, P.C. 001901		00 02/01/2011	802-0000-201.50-02	WAGE DEDUCITON BACKUP IN PAYROLL	402.10	
0016339 JAN 11	INVESTMENT RETRIEVERS 001901		00 02/01/2011	802-0000-201.50-02	WAGE DEDUCITON BACKUP IN PAYROLL	1,052.00	
0016499 JAN 11	MARKOFF & KRASNY 001901		00 02/01/2011	802-0000-201.50-02	WAGE DEDUCITON BACKUP IN PAYROLL	586.04	
0014894 JAN 11	STEARNS, GLENN 001901		00 02/01/2011	802-0000-201.50-02	WAGE DEDUCITON BACKUP IN PAYROLL	1,492.30	
0014894 JAN 11	STEARNS, GLENN 001901		00 02/01/2011	802-0000-201.50-02	WAGE DEDUCITON BACKUP IN PAYROLL	946.44	
0014894 JAN 11	STEARNS, GLENN 001901		00 02/01/2011	802-0000-201.50-02	WAGE DEDUCITON BACKUP IN PAYROLL	572.30	
TOTAL FOR PAYROLL CLEARING FUND						958,146.61	
TOTAL FOR SPECIAL FUNDS & AGENCY						1,618,966.15	

City of Naperville

Debt Service Funds

Report 5

Accounts Payable Check Run Date: 02/03/2011

VEND NO	VENDOR NAME		P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM	EXPENDITURE	HAND-ISSUED
INVOICE	VOUCHER		NO		DATE	NO	DESCRIPTION	AMOUNT	
NO	NO		NO						
TOTAL FOR DEBT SERVICE								.00	

City of Naperville

Utility Refunds

Report 6

Accounts Payable Check Run Date: 02/03/2011

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
9000016 000347077	ANWARULLAH, FARAH UT		00 02/01/2011	410-0000-124.28-00	UB CR REFUND 000013458	77.56	
9000016 000347899	BALAKRISHNAN, KRISHNA UT		00 01/27/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000100222	32.95	
9000016 000354455	CARLSON, TIMOTHY & MISTY UT		00 01/27/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000097552	262.71	
9000016 000348237	DAYMON, RICK UT		00 01/20/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000014050	80.86	
9000016 000339811	DUGENA, HEATHER UT		00 01/27/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000007882	63.30	
9000016 000148001	DUPAGE CO HUMAN SERVICES UT		00 02/01/2011	410-0000-124.28-00	UB CR REFUND 000017648	96.00	
9000016 000347399	ELLIS, DELANEY UT		00 01/20/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000117536	19.92	
9000016 000351389	ENGLAND, PHILLIP UT		00 01/27/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000109206	52.98	
9000016 000335487	EVANS, CHRIS J UT		00 01/20/2011	410-0000-124.28-00	UB CR REFUND 000133042	52.90	
9000016 000353847	FLEMING, HEATHER UT		00 01/27/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000013790	54.87	
9000016 000345775	GUNTHER, BRANDY UT		00 01/20/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000013554	80.00	
9000016 000178463	GUZZO, DOLORES UT		00 01/20/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000003974	230.39	
9000016 000327557	HABITAT CORPORATE SUITES NETWO UT		00 01/20/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000100084	32.94	
9000016 000298475	HAWTHORNE SQUARE NAPERVILLE UT		00 01/27/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000063042	116.42	
9000016 000298475	HAWTHORNE SQUARE NAPERVILLE UT		00 01/27/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000063044	78.78	
9000016 000352389	ISENBERG, MOLLY UT		00 01/20/2011	410-0000-124.28-00	UB CR REFUND 000055780	118.95	
9000016 000351065	JALARAM PLAZA UT		00 02/01/2011	410-0000-124.28-00	UB CR REFUND	390.40	

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
9000016 000351065	JALARAM PLAZA UT		00	02/01/2011	410-0000-124.28-00	000135990 UB CR REFUND 000135992	639.14	
9000016 000356625	JAWED, TARIQ UT		00	01/20/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000033824	157.84	
9000016 000344631	KARKOWSKI, ANDREW UT		00	01/27/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000109244	98.74	
9000016 000247999	KHALED, AHMED UT		00	01/27/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000039826	19.13	
9000016 000343745	LAVANWAY, CHRISTINE UT		00	12/21/2010	410-0000-124.28-00	UB CR REFUND-FINALS 000015638	CHECK #: 547986	388.60-
9000016 000350771	LI, LIANGYI UT		00	02/01/2011	410-0000-124.28-00	UB CR REFUND 000096776	23.10	
9000016 000359383	LIU, YUSANG UT		00	01/27/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000121194	86.54	
9000016 000348067	LOHMEIER, RANDALL & ANNA UT		00	01/20/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000012088	18.15	
9000016 000353725	LUNDY, ANNA UT		00	01/20/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000115882	138.87	
9000016 000348527	MAGALLANES, GILBA UT		00	01/20/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000113214	118.55	
9000016 000303947	MALMEDAHL, GRANT A UT		00	01/20/2011	410-0000-124.28-00	UB CR REFUND 000029048	76.41	
9000016 000291543	MARRIOTT EXECUSTAY UT		00	01/20/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000113262	150.01	
9000016 000291543	MARRIOTT EXECUSTAY UT		00	01/27/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000125396	63.45	
9000016 000355175	MARRIOTT EXECUSTAY UT		00	01/27/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000125588	57.36	
9000016 000342739	MARY JELINEK BUILDING UT		00	02/01/2011	410-0000-124.28-00	UB CR REFUND 000022094	440.67	
9000016 000353849	MCKEE, KELLY UT		00	01/20/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000108788	8.48	
9000016	MCKEE, KELLY							

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
000353849	UT		00 02/01/2011	410-0000-124.28-00	UB CR REFUND 000108788	103.71	
9000016 000343167	MORGAN, ROBERT M UT		00 01/20/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000109796	93.72	
9000016 000035173	MORROW, BETTY A. UT		00 01/20/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000034716	295.41	
0002135 000343745	NAPERVILLE, CITY OF UT		00 02/03/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000015638	388.60	
0002136 000222871	NAPERVILLE, CITY OF UT		00 01/18/2011	410-0000-124.28-00	UB CR REFUND 000003462	620.52	
0002136 000354829	NAPERVILLE, CITY OF UT		00 01/20/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000011550	160.11	
9000016 000337635	NATIONAL CITY MORTGAGE UT		00 01/20/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000042356	184.38	
9000016 000335055	NEYMANN, ANGELIQUE UT		00 02/01/2011	410-0000-124.28-00	UB CR REFUND 000008854	48.43	
9000016 000354083	NICHOLAS, ADAM UT		00 01/20/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000013264	57.18	
9000016 000159529	NO FORK INC/DBA FONTANO SUB UT		00 01/27/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000105890	588.22	
9000016 000159529	NO FORK INC/DBA FONTANO SUB UT		00 01/27/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000106432	76.37	
9000016 000339231	OLIVER, BRIAN UT		00 01/27/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000116900	132.00	
9000016 000355539	PEARSON, KAREN UT		00 02/01/2011	410-0000-124.28-00	UB CR REFUND 000010840	56.27	
9000016 000333111	PHASE 1 EXCAVATING UT		00 01/20/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000126900	496.74	
9000016 000348451	POLLAK, BETTY UT		00 01/20/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000113132	96.11	
9000016 000311397	PORTER, EMILY UT		00 01/20/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000033022	126.37	
9000016 000342995	RAILWAY PLAZA 8 LLC UT		00 02/01/2011	410-0000-124.28-00	UB CR REFUND 000116890	150.15	

VEND NO INVOICE NO	VENDOR NAME VOUCHER NO	P.O. NO	BNK CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	EXPENDITURE AMOUNT	HAND-ISSUED
9000016 000249313	RICHARDSON, MONICA UT		00 01/25/2011	410-0000-124.28-00	UB CR REFUND 000125558	87.18	
9000016 000319987	ROCHA, LEOPOLDO UT		00 01/20/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000023740	10.37	
9000016 000346771	ROFF, MICHAEL UT		00 02/01/2011	410-0000-124.28-00	UB CR REFUND 000013490	109.46	
9000016 000351503	RUSH, GREGORY UT		00 01/20/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000022214	120.51	
9000016 000345917	SCHNEIDER, BOB UT		00 01/27/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000097408	184.31	
9000016 000339603	SERISE, MIRUNA/GHIJLAIN UT		00 01/27/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000107844	202.40	
9000016 000296957	SMITH, LUCAS & ELISA UT		00 01/27/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000052080	19.51	
9000016 000349385	SOARES, MARCELO MOTTA UT		00 01/20/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000038954	65.06	
9000016 000258289	SOPCAK, DAVID & KORI UT		00 01/20/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000004670	43.33	
9000016 000355639	SUBRAMANIAM, ASHOK KUMAR UT		00 01/20/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000117678	87.19	
9000016 000352679	SUNKARA, DINESH UT		00 01/27/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000117620	118.10	
9000016 000335537	SUTHERLAND, SCOTT UT		00 01/20/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000109256	47.46	
9000016 000346133	TAMEZ-HUOO, CHRISTOPHER UT		00 01/27/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000004306	1.18	
9000016 000358169	TOZZI, RICK/ MARIANA UT		00 01/20/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000043916	298.30	
9000016 000336345	TRUONG, ALYSSA UT		00 01/27/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000122180	155.75	
9000016 000357457	VAUGHN, ANN UT		00 01/20/2011	410-0000-124.28-00	UB CR REFUND-FINALS 000066722	175.02	
9000016 000357969	ZHONG, BING UT		00 01/20/2011	410-0000-124.28-00	UB CR REFUND-FINALS	106.39	

EXPENDITURE APPROVAL LIST
UTILITY REFUNDS
AS OF: 2/03/11

VEND NO	VENDOR NAME			BNK	CHECK/DUE	ACCOUNT	ITEM	EXPENDITURE	HAND-ISSUED
INVOICE	VOUCHER	P.O.			DATE	NO	DESCRIPTION	AMOUNT	
NO	NO	NO							
							000065350		
TOTAL FOR UTILITY REFUNDS:								9,055.58	

City of Naperville

Procurement Card Expenditures

Report 7

Accounts Payable Check Run Date: 02/03/2011

VEND NO	VENDOR NAME							
INVOICE	VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM	EXPENDITURE	HAND-ISSUED
NO	NO	NO		DATE	NO	DESCRIPTION	AMOUNT	

NO TRANSACTIONS



Naperville

CITY COUNCIL AGENDA ITEM

SUBJECT: Recommend Award of Bid 11-118, Mill & Commons Intersection Improvements

TYPE OF VOTE: Simple Majority

ACTION REQUESTED:

Approve the Award of Bid 11-118, Mill and Commons Intersection Improvements, to Geneva Construction for the amount of \$598,341.23 plus a 3% contingency.

BOARD/COMMISSION REVIEW:

N/A

COUNCIL ACTION PREVIOUSLY TAKEN:

Date	Item No.	Action
1/4/11	I-11	Adopted a resolution to enter into an intergovernmental agreement with DuPage County for the Mill and Commons improvements.

DEPARTMENT: Procurement Services
Transportation, Engineering and Development

SUBMITTED BY: Michael Bevis, Chief Procurement Officer

FISCAL IMPACT:

Budgeted Account: 330-4710-431.70-89

Budgeted Amount: \$720,000 (CIP# TC166 FY 10-11)

The unused budgeted funds for this project, due to shared costs for construction between the City, Naperville Park District and DuPage County, will be used to offset future borrowing.

* Contingency percentages are based upon a City Council directive that construction projects under \$500,000 receive a 5% contingency and construction projects over \$500,000 receive a 3% contingency.

The total cost of the project will be split between the city (50% of the roadway widening - \$237,032.47), Naperville Park District (50% of the roadway widening - \$237,032.47) and DuPage County (roadway resurfacing - \$124,276.30). The park district and county will reimburse the city for their portions of the work.

BACKGROUND:

The Mill and Commons Intersection Improvement project, CIP# TC166, involves the widening of Mill Street between Diehl Road and Bauer Road to accommodate the addition of northbound and southbound left turn lanes at the intersection with Commons Road. This project was originally included in the city's Capital Improvement Program because crash data identified a history of northbound rear end crashes between vehicles waiting to turn left onto Commons Road and vehicles driving through on Mill Street. The project has been programmed for construction to coordinate with the opening of the Naperville Park District's Nike Park Expansion project. Per the annexation agreement for the Nike Park Expansion, the city and park district will each contribute fifty percent to the widening improvement.

CIP# TC166 also includes the installation of a future traffic signal once the warrants for a traffic signal are met. The intersection is on the city's signal warrant list and will continue to be monitored until it meets warrants to allow the installation of a traffic signal.

In addition to the widening work, the city also entered into an intergovernmental agreement to include the resurfacing of Mill Street between Diehl Road and Bauer Road. The work will be paid for by DuPage County since the road is under its jurisdiction. The intergovernmental agreement was approved by the Naperville City Council on January 4, 2011 and the DuPage County Board on January 11, 2011.

DISCUSSION:

NOTIFICATION AND RESPONSE

Notices Sent:	111
Planholders:	36
Bids Received:	8

The following bids were received:

BIDDER	BID AMOUNT
Geneva Construction	\$598,341.23
R. W. Dunteman Co.	\$607,639.07
James D. Fiala Paving Co., Inc.	\$618,997.38
Landmark Contractors	\$677,687.09
Alliance Contractors, Inc.	\$686,252.92
K-Five Construction	\$689,034.50
JA Johnson Paving Company	\$729,771.55
Engineer's Estimate	\$735,924.50
Martam Construction, Inc.	\$791,082.30

A detailed bid tabulation sheet is available upon request.

Geneva Construction was the low bidder at \$598,341.23. The remaining 7 bids ranged from \$607,639.07 to \$791,082.30. The engineer's estimate of construction cost was \$735,924.50 and the CIP included \$720,000 for construction in FY 10-11.

*11-118, Mill & Commons
February 15, 2011
Page 3 of 3*

RECOMMENDATION:

Approve the Award of Bid 11-118, Mill and Commons Intersection Improvements, to Geneva Construction for the amount of \$598,341.23 plus a 3% contingency.

ATTACHMENTS:

1. CIP Page

Project Number: TC166 **Project Title:** Mill Street and Diehl Commons Road
Department Name: Transportation, Engineering & Development **CIP Status:** Previous Year - No Change
Project Purpose: This project supports the implementation of the Traffic Safety component of the Comprehensive Transportation Plan.
FUNCTION(S): Safety.

Category Code: C **Sector:** Northwest
Criteria: Coordination, Need **WF Number:** (none)

Project Narrative:

This project involves installing a traffic signal at the intersection of Mill Street and Commons Drive. The signal will be installed once the traffic signal warrants are met for the intersection. Total costs for the project, including engineering and construction, range from \$1,000,000 to \$1,250,000. NOTE: The turn lane improvements on Mill Street were completed in FY10-11. The turn lanes do not impact the city operating budget because Mill Street is under the jurisdiction of DuPage County.

External Funding Sources Available

Naperville Park District, Future Developer Recapture (west side)

Projected Timetable

Design Engineering in FY10-11 (turn lanes). Construction in FY10-11 (turn lanes). Design Engineering in FY15-16 (traffic signal). Construction in FY16-17 (traffic signal).

Impact on Operating Budget

There is no construction occurring on this project within the FY12-16 CIP. Therefore, there is no impact on the FY12-16 operating budget.

Project Budget Impact Summary

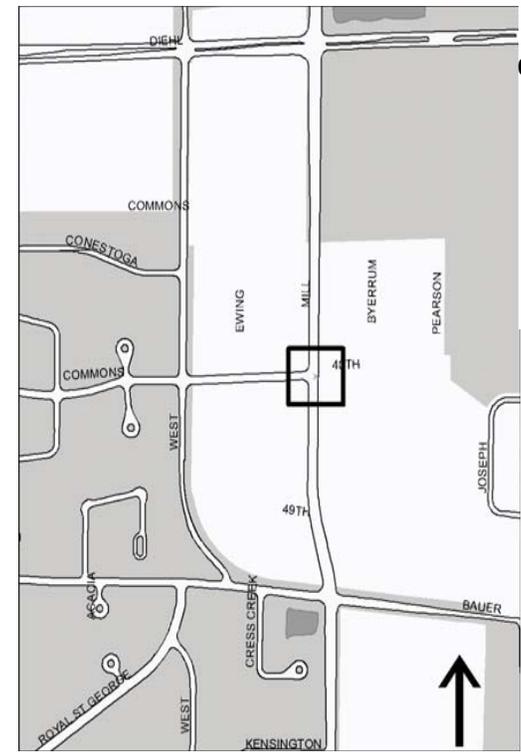
	FY11-12	FY12-13	FY13-14	FY14-15	FY15-16	Total CIP
Impact Detail	0	0	0	0	0	0
Subtotal	0	0	0	0	0	0
Prior Year(s) Impact						0
Total Project Impact						0

Funding Source Summary

Funding Source	FY11-12	FY12-13	FY13-14	FY14-15	FY15-16	Total Source
Other Government	0	0	0	0	7,879	7,879
Unfunded Capital	0	0	0	0	25,887	25,887
Subtotal	0	0	0	0	33,765	33,765
Prior Year(s) Expenditures						52,254
Total All Sources						86,019

Project Cost Summary

Expense Category	Prior Year(s) Expenditures	FY10-11 Budget	FY10-11 Year-to-Date	FY11-12	FY12-13	FY13-14	FY14-15	FY15-16	Total CIP
Construction	0	720,000	0	0	0	0	0	0	0
Engineering	8,521	40,000	43,733	0	0	0	0	33,765	33,765
Subtotal	8,521	760,000	43,733	0	0	0	0	33,765	33,765
Prior Year(s) Expenditures									52,254
Total Project Cost									86,019





Naperville

CITY COUNCIL AGENDA ITEM

SUBJECT: Recommend Award of RFP 11-002: Engineering Design for Relocation of Transmission Poles

TYPE OF VOTE: Simple Majority

ACTION REQUESTED:

Approve the award of RFP 11-002, Engineering Design for Relocation of Transmission Poles, to Electrical Consultants, Inc. for an amount of \$160,000.

BOARD/COMMISSION REVIEW:

N/A

COUNCIL ACTION PREVIOUSLY TAKEN:

Date	Item No.	Action
N/A		

DEPARTMENT: Department of Public Utilities-Electric Purchasing

SUBMITTED BY: Michael E. Bevis, Chief Procurement Officer

FISCAL IMPACT:

CIP EU76 Budgeted Amount \$5,000,000* FY12
Budgeted Account 410-3390-533-70-89

*Budget includes Engineering, Construction and Materials. Funds will remain in balance for future awards.

BACKGROUND:

The State of Illinois Department of Transportation (IDOT) is planning to widen RT 59 between Aurora Avenue and Ferry Road, in Naperville. This project will include adding additional traffic lanes, realignment, and addition to the right of way. This work interferes with the overhead steel pole 138kV transmission line from Aurora Avenue to Westside Substation, located immediately

south of the Burlington Northern railroad track. This line will be relocated to eliminate the conflict. It is expected that this project will be completed by late Fall 2012. Since the city's pole line is in the state's right-of-way as opposed to a private easement, the city is not entitled to compensation from the state for this relocation. While the city will pay for the engineering design as presented in this agenda item, we will pursue state funding assistance from the Route 59 capital bill dollars for the actual relocation costs, estimated at \$4,840,000.

SCOPE OF SERVICES - OVERVIEW

1. Recommend two or three transmission line relocation routes for Naperville Department of Public Utilities-Electric (DPUE) review and selection.
2. Evaluate feasibility of relocating existing poles onto new foundations along relocation routes and present recommendations.
3. Design relocation line along selected route, including foundations, bolt/cage templates, and new poles as required and/or relocated poles with any modifications as required.
4. Work with City and IDOT to obtain any necessary right of way additions.
5. Design and determine route of temporary wooden pole line.
6. Provide an outage management plan to transition from existing to temporary to relocated line.
7. Evaluate existing protective relaying scheme related to the lines and modify as necessary.
8. Prepare bid documents for all facets of construction, including pole and material procurement, foundations and all other construction aspects of conductor/insulator installation.
9. Procure steel poles as required
10. Provide pole fabrication oversight.
11. Provide project management during the construction process.

DISCUSSION:

NOTIFICATION AND RESPONSE:

Notices Sent:	583
Planholders:	46
Responses Received:	6

Proposals were received from the following firms:

- Laramore Douglass & Popham, Inc., Chicago
- Electrical Consultants, Inc., Madison, WI
- SEGA, Inc., Stilwell, KS
- Spectrum Engineering Corp., Auburn, IN
- Worley Parsons, Reading, PA
- Primera Engineers Ltd, Chicago

An evaluation committee made up of staff from Public Utilities – Electric reviewed and scored the proposals, based on the following criteria/weights published in the request for proposals:

11-002, Trans. Pole Relocate
 February 15, 2011
 Page 3 of 3

ITEM	PERCENTAGE
Similar Experience of Firm	40%
Qualifications of Project Manager and Team	30%
Capacity	15%
References	15%

Based on the scoring (see Attachment 1), the three following firms were invited to interview with the committee: Laramore Douglass & Popham (LDP), Electrical Consultants, Inc. (ECI), and Worley Parsons.

Following the interviews, the firms were again scored. A finalized scope of work, along with the Consultant Services Agreement, was issued to the three finalists for their cost proposals and execution, respectively. Two of the three returned the executed CSA – Worley Parsons did not execute the CSA, and was therefore eliminated from further consideration.

The cost proposals of LDP and ECI were evaluated, and adjusted cost calculated, as shown below:

Firm	Score	Proposed Cost	Adjusted Cost
Laramore Douglass Popham	92	\$246,000	\$267,391
Electrical Consultants, Inc.	71	\$160,000	\$225,352

Although there is a noticeable spread between scores, ECI is a very experienced, reputable firm that is well able to complete this project. The main contributor to LDP’s higher score (see attachment 1) was their previous experience with regional conditions and procedures; as opposed to ECI’s experience out of state.

RECOMMENDATION:

Approve the award of RFP 11-002, Engineering Design for Relocation of Transmission Poles, to Electrical Consultants, Inc. for an amount of \$160,000.

ATTACHMENTS:

1. Detailed Scoring

INITIAL SCORING

CONSULTANT NAME	SIMILAR EXPERIENCE OF FIRM (40%)	QUALIFICATIONS OF PROJECT MANAGER AND TEAM (30%)	CAPACITY (15%)	REFERENCES (15%)	TOTAL SCORE (100%)
Electrical Consultants	26	22	11	10	70
Laramore Douglass	26	23	12	11	72
Primera Engineers	23	19	10	9	61
SEGA, Inc.	23	19	10	9	61
Spectrum Engineering	23	20	10	10	62
Worley Parsons	27	21	11	11	70

INTERVIEW SCORING

Electrical Consultants	27	21	10	13.50	71
Laramore Douglass	38	28	14	12	92
Worley Parsons*	32	24	10	12	78

*Worley Parsons did not execute the CSA, and was therefore eliminated from further consideration.

ATTACHMENT 1



Naperville

CITY COUNCIL AGENDA ITEM

SUBJECT: Recommend Change Order #2 to Contract 10-013, South Operation Center Building Addition

TYPE OF VOTE: Simple Majority

ACTION REQUESTED:

Approve the award of Change Order #2 to Contract 10-013, South Operation Center Building Addition to Foxfield Construction for an amount not to exceed \$26,511, and an extension to the contract time for an addition of 236 days for final completion.

BOARD/COMMISSION REVIEW:

COUNCIL ACTION PREVIOUSLY TAKEN:

Date	Item No.	Action
10/05/09		CMO Awarded CO#1
5/19/09	I 5	Original Award

DEPARTMENT: Dept. of Public Utilities-Water
Purchasing

SUBMITTED BY: Michael Bevis, Chief Procurement Officer

FISCAL IMPACT:

CIP WWU25

Budgeted Account: 430-3490-537-70-89
Budgeted Amount: \$26,511 (Budget Transfer is in progress)

BACKGROUND:

Improvements to the South Operations Center (SOC) were needed to provide an adequate work environment for DPU-Water's 13-man Repair and Excavation (R & E) Section after they were relocated to make room for the construction of Fire Station #9 at 1200 W. Ogden Avenue. Prior

10-013, SOC Bldg Add

February 15, 2011

Page 2 of 2

to the R & E Section occupying SOC, the building operated as an unmanned sanitary sewer pump station, with limited washroom and no shower or locker room facilities.

City Council awarded the South Operations Center project on 5/19/09 to Foxfield Construction, in the amount of \$852,900 (See Attachment 3). Previously, Change Order #1 was approved in the amount of \$25,561. Change Order #1 incorporates various additions and deductions to the contract (see Change Order form- Attachment 2).

DISCUSSION:

This project has been completed. Change Order #2 is a Final Reconciling Change Order which addresses changes to the contract that addressed code related issues, balances items that involved contract allowances, and accounts for changes in project scope.

Code related items reflect requirements due to code updates and/or unforeseen conditions. Many of the code related items were not known during the design of the structure, but only identified when walls and/or ceilings were opened up during construction exposing prior construction efforts.

Other items reflect accounting for all contract allowances and extra work needed to improve durability, reduce maintenance costs, resolve construction issues (such as utility conflicts), and/or ensure that warranty conditions have been met.

RECOMMENDATION:

Approve the award of Change Order #2 to Contract 10-013, South Operation Center Building Addition to Foxfield Construction for an amount not to exceed \$26,511, and an extension to the contract time for an addition of 236 days for final completion.

ATTACHMENTS:

1. Change Order #2
2. Change Order #1
3. Original Award

CONTRACT CHANGE ORDER FORM

CHANGE ORDER # 2 (FINAL)

PROJECT: South Operations Center Building Addition
CIP NUMBER: WWU25
CONTRACTOR: Foxfield Construction Ltd

BID / RFP #: 10-013
P.O. #: 100445

CHANGE ORDER JUSTIFICATION: See attached Change Order No 2 (FINAL) Memorandum.

The amount of this change order exceeds the original contract amount by \$26,511.00 and by 236 days.

I, James Holzapfel, of the Department of Public Utilities certify that this work is necessary for successful completion of this work/project/contract. I further certify that: the circumstances said to necessitate the change in performance were not reasonably foreseeable at the time the contract was signed, or the change is germane to the original contract as signed, and the change order is in the best interest of the city and authorized by law.

Account Number	Project Number/Name	Work Order #	Dollar Amount
430-3490-537-70-89	SOC Improvements WWU25	WF0059307 Job 1	\$26,511.00

CONTRACT		Authorized Contingency	Days	Dollars
Original Contract	\$852,900.00	Original Amount	30	\$25,587.00
Prior Cumulative Changes	\$ 25,561.00	(-) Previously Authorized	30	\$25,561.00
Subtotal	\$878,461.00	Subtotal	0	\$26.00
(+) This Change	\$ 26,511.00	(-) This Change	236	\$26,511.00
Total Contract	\$904,972.00	Balance Left	-236	-\$-26,485.00

Authorized Signatures
(cumulative amount of change orders)
Division and Department Required
\$0 - \$25,000 – Purchasing Manager
Over \$25,000 – City Manager

Requisition Number 59660

APPROVED:

Signature _____ Date _____

Title: _____

Division Manager/Department **Date**

X Requires CMO Signature
 DOES NOT Require CMO Signature

CHANGE ORDER NO. 2 (FINAL)

DATE: February 2, 2011
PROJECT: South Operations Center Building Addition
BID NO: 10-013
PURCHASE ORDER NO: 100445
CONTRACTOR: Foxfield Construction Ltd
OWNER: City of Naperville, Illinois

DESCRIPTION OF CHANGE:

- ITEM 2A:** Add 200A and 60A disconnects to secondary side of transformers T1 and T2 respectively as required by National Electric Code.
ADD: \$ 2,530.00
- ITEM 2B:** Add exit lighting at exterior south and west entrances connected to emergency lighting system as required by National Electric Code.
ADD: \$ 1,046.00
- ITEM 2C:** Provide additional support for existing light fixtures from building structural as required by National Electric Code in Rooms A-113, A-114, and A-115.
ADD: \$ 486.00
- ITEM 2D:** Furnish and install conduit, wiring and equipment for additional audio/visual fire alarm in lower level pump room to meet City Code requirements.
ADD \$ 2,094.00
- ITEM 2E:** Furnish and install four (4) LED exit lights to replace existing non-functioning lights.
ADD: \$ 671.00
- ITEM 2F:** Relocate existing mop sink from electrical room to new mechanical room and install new plumbing connections.
ADD: \$ 1,420.00
- ITEM 2G:** Furnish and install Firestone ISOGARD HD cover board over existing insulation on north roof area, including an additional 1500 fasteners.
ADD: \$ 3,525.00
- ITEM 2H:** Furnish and install complete a double-interlock pre-action fire sprinkler system in electrical room.
ADD: \$ 13,640.00
- ITEM 2I:** Revise exhaust duct work and fans in accordance with revised drawings dated August 4, 2009. Revisions included changing three roof mounted exhaust fans with two in-line duct fans, ductwork revisions, and associated work.
ADD: \$ 3,281.00

South Operations Center Building Addition
Change Order No. 2

February 2, 2011

- ITEM 2J:** Additional cost for selected brick to match existing brick above Contract Allowance.
ADD: \$ 300.00
- ITEM 2K:** Change handrail material from specified aluminum to painted steel.
DEDUCT: \$ 1,100.00
- ITEM 2L:** Credit for reduced refrigerant line length due to relocation of ACCU-1 from east side of building to west side of building.
DEDUCT: \$ 700.00
- ITEM 2M:** Change roof edge support shown on details on Drawing A-06 from 3" X 3" angle to 3" X 8" bent plate.
ADD: \$ 1,869.00
- ITEM 2N:** Deduct for cost for City to provide inspection on holiday and weekend as requested by contractor.
DEDUCT: \$ 786.00
- ITEM 2O:** Cost to provide metal stud and drywall on north wall of Meeting Room A-100, in lieu of patching and existing block wall.
ADD: \$ 504.00
- ITEM 2P:** Cost to add ceramic tile on north and east wall of Mud Room A-104.
ADD: \$ 1,632.00
- ITEM 2Q:** Credit to delete grounding test requirement.
DEDUCT: \$ 732.00
- ITEM 2R:** Additional mirror in Men's Locker Room to meet ADA requirements.
ADD: \$ 287.00
- ITEM 2S:** Credit for unused furniture allowance (\$15,000 - \$9208.51)
DEDUCT \$ 5,791.00
- ITEM 2T:** Adjustment for unused roof structural allowance (\$5000 Contract Allowance minus \$2900 deducted in CO#1 = \$2100 remaining -\$4113.00 total spent)
ADD \$ 2,013.00
- ITEM 2U** Credit for elimination of riser alarm check valve alarm and associated piping, valves and electrical.
DEDUCT \$ \$340.00
- ITEM 2V** Cost to relocate unit heater installed per plan, due to conflicted with operation of crane in crane room and garage area.

South Operations Center Building Addition
Change Order No. 2

February 2, 2011

ADD \$ \$662.00

TOTAL COST ADDITION THIS CHANGE ORDER: \$ 26,511.00

CONTRACT COST SUMMARY

Contract Amount:	\$852,900.00
Previous Change Orders:	\$ 25,561.00
Dollar Value This Change Order:	\$ 26,511.00
Final Contract Amount:	\$904,972.00

CONTRACT TIME SUMMARY

	<u>Final Completion</u>	<u>Substantial Completion</u>
Original Contract Completion Date:	May 7, 2010	February 5, 2010
Previous Change Orders:	30 Days	30 Days
Time Adjustment This Change Order:	236 Days	60 Days
Current Contract Completion Date:	December 30, 2010	April 5, 2010

Accepted By:

Foxfield Construction Ltd

Date

Approved By:

City of Naperville
James Holzapfel, Director of Public Water

Date

Approved By:

City of Naperville
Michael Bevis – Purchasing Manager

Date

✓ reviewed
 DP to NP
 10-7-09

CONTRACT CHANGE ORDER FORM

CHANGE ORDER # 1

PROJECT: South Operations Center Building Addition
CIP NUMBER: WWU25
CONTRACTOR: Foxfield Construction Ltd

BID / RFP #: 10-013
P.O. #: 100445

CHANGE ORDER JUSTIFICATION: See attached Change Order No 1 Memorandum

The amount of this change order exceeds the original contract amount by \$25,561 00 and by 30 days

I, Allan Poole, of the Department of Public Utilities certify that this work is necessary for successful completion of this work/project/contract. I further certify that the circumstances said to necessitate the change in performance were not reasonably foreseeable at the time the contract was signed, or the change is germane to the original contract as signed, and the change order is in the best interest of the city and authorized by law

Account Number	Project Number/Name	Work Order #	Dollar Amount
430-3490-537-70-89	SOC Improvements WWU25	WF0059307 Job 1	\$25,561 00

CONTRACT		Authorized Contingency	Days	Dollars
Original Contract	\$852,900 00	Original Amount	30	\$25,587 00
Prior Cumulative Changes	\$ 0 00	(-) Previously Authorized	0	\$0
Subtotal	\$852,900 00	Subtotal	30	\$25,587 00
(+) This Change	\$ 25,561 00	(-) This Change	30	\$25,561 00
Total Contract	\$878,461 00	Balance Left	0	\$26 00

Authorized Signatures
 (cumulative amount of change orders)
 Division and Department Required
 \$0 - \$25,000 – Purchasing Manager
 Over \$25,000 – City Manager

Requisition Number 59660

APPROVED

NP

Signature: [Handwritten Signature] Date: 10/5/09

Title: City Manager

[Handwritten Signature] 9/27/09
 Division Manager/Department _____ Date

X Requires CMO Signature
 DOES NOT Require CMO Signature

CITY OF NAPERVILLE
MEMORANDUM

DATE: September 23, 2009
TO: Allan Poole/Jim Holzapfel
FROM: Joe Renn 
SUBJECT: South Operations Center Building Addition

PURPOSE

The purpose of this memo is to request approval for Change Order No. 1 to Foxfield Construction for the South Operations Center Building Addition project for an addition of \$25,561 00

SYNOPSIS

The South Operations Center project was awarded to Foxfield Construction, in the amount of \$852 900 00 Change Order No 1 incorporates various additions and deductions to the Contract as itemized below

As requested by the City Manager's office, the cause of the change is identified as engineer/architect error or omission, vague contract documents, or City requested change in scope, where applicable

Item 1A: The drawings called out an automatic door opener at the west door, however, no electrical was shown The City's Building Department noted that the automatic opener was not required by code Due to the use of the building, this door will see very little use and it was decided an electric operator was not needed This change is due to a City requested change in scope

DEDUCT: \$ 1,700.00

Item 1B: The contract documents specified electric hand dryers, but did not include electric service to the dryers In general, the City uses paper towels in lieu of hand dryers and these will be provided, in lieu of electric hand dryers This change is due to a City requested change in scope

DEDUCT: \$ 500.00

Item 1C: As part of the overall City security project, a security system will be installed under a separate contract This change is to add boxes in the wall and conduit above the ceiling to allow for the new security system without exposed conduit This change is due to a City requested change in scope.

ADD: \$ 825.00

September 23, 2009
South Operations Center Building Addition

Item 1D: Final review of the drawings by the Building Department noted that floor drains were required by Code in all restrooms (four total) but were not shown and that numerous pipe sizes were too small to meet City Code. The consultant revised the drawings during bid, but the drawings did not get included in any of the Addendums

ADD: \$ 7,182.00

Item 1E: The drawings showed silt fence in areas where it was not necessary -- uphill side of site the fence was eliminated. This change was due to a City requested change in scope

DEDUCT: \$ 260.00

Item 1F: It was determined that the first floor elevation shown in the drawings had a 2' elevation error and did not match the existing floor elevation. This change resulted in a redesign of the foundation walls and additional concrete work was required. The concrete revisions also included a change to add foundation walls under the ramps, stairs and entrance decks. The original design showed 2'-8" thick concrete, set on top of existing grade. Due to the elevation difference, the concrete would have been even thicker. The City was concerned bearing capacity as well as frost heave and the ramps and stairs were redesigned with foundation walls. Finally, the drawings showed both stairs and a ramp at the west entrance to be installed over the existing water and electric service to the building. Only a ramp was required by code and a single ramp to the south along the building was designed. The majority of the costs for this change were due to consultant error with a portion due to City requested change in scope

ADD: \$ 7,703.00

Item 1G: As noted in Item 1F, the building elevation was in error by 2' which resulted in additional excavation, grading, fill and surveying work. This change was due to consultant error

ADD: \$ 12,473.00

Item 1H: As noted in Item 1F, the building elevation was in error by 2' which resulted in additional storm sewer work. This change was due to consultant error

ADD: \$ 2,738.00

Item 1I: As noted above, the building elevation issue resulted in a major redesign. In addition, it was also determined that the new building as shown on the drawings was 1' wider than the existing building. The work on site was basically stopped for two months. The contractor at this time believes the project can be completed within 30 days of the original contract dates. This change was mainly due to consultant error

ADD: 30 Days

September 23, 2009
South Operations Center Building Addition

Item 1J: The contract included an allowance of \$5,000 00 for an engineering evaluation of the existing roof structure to handle the additional RTU and associated screening loads. At this time, it is not expected that the full amount will be required.

DEDUCT: \$ 2,900.00

The total value of this change order is an addition of \$25,561 00 or 3 0% of the Contract Amount plus a 30 day time extension to the Contract Time.

RECOMMENDATION:

Approval of Change Order No 1 to Bid 10-013, South Operations Center Building Addition, to Foxfield Construction Ltd for the items detailed in the amount of \$25,561 00 is recommended.

JCR/jer

cc Eric Davis – Camp Dresser McKee Inc

H:\DATA\CEC\PROJECTS\SOC Improvements 2007-08\Change Orders\CO No 1 Memorandum 09-23-09 docx



Naperville

CITY COUNCIL AGENDA ITEM

SUBJECT: Recommend Award of Bid 10-013, South Operation Center Building Addition

TYPE OF VOTE: Simple Majority

ACTION REQUESTED:

Approve award of Bid 10-013, South Operation Center Addition, to Foxfield Construction for an amount of \$852,900, plus a 3% contingency, and authorize staff to appropriate the necessary funds.

BOARD/COMMISSION REVIEW:

N/A

COUNCIL ACTION PREVIOUSLY TAKEN:

Date	Item	No. Action
N/A		

Department of Public Utilities - Water

DEPARTMENT: Procurement Services Team

SUBMITTED BY: Michael E. Bevis, Chief Procurement Officer

FISCAL IMPACT:

Award amount: \$852,900

Budgeted / Accounts: \$831,000 – 430-3490-537.70-89 (WWU25) FY10

\$ 77,560 – 430-3490-537.70-89 (WWU35) FY10

Total \$908,560

CIP #WWU25 & WWU35

The project budget is \$831,000. This amount which includes the bid award, labor and construction management and administration by DPU staff. Staff proposes to transfer the \$77,560 shortfall for WWU25 (SOC addition) from WWU35. Staff's budget overestimated the ability of the economy to sufficiently lower construction prices. Funds from WWU35 are

available because of recent charges in IEPA requirements that will result in both reduced current costs and a deferral of required study needs until next budget year.

Contingency Percentages are based on a City Council directive that construction contracts under \$500,000 receive a 5% contingency and that construction contracts in excess of \$500,000 receive a 3% contingency.

BACKGROUND:

The proposed addition to the DPU-W South Operation Center would demolish approximately 1,200 square feet (SF) of the southern portion of the existing building which is in poor condition and needs extensive repair, and construct a single-story 2,400 SF addition. Included in this project is the roof top mechanical equipment, a fire protection system, and replacement of the existing roof membrane. Even without the proposed addition, the cost to replace existing rooftop mechanical equipment, the roof membrane and provide storm water management facilities is estimated to be \$250,000. This project was approved as part of the FY10 CIP #WWU25.

The addition will provide satisfactory lockers, shower, restroom, lunchroom facilities for the 12 employees in the Repair and Excavation (R & E) Section of the Water Distribution and Collection Division of the Department of Public Utilities that were relocated to the South Operations Center approximately three years ago. The employees were relocated from the Water Service Center (the Division's Headquarters) in order to free up space to construct Fire Station #9. The SOC, at that time unoccupied, is an older facility which lacks decent facilities for the workers.

The R & E Section performs all of the excavation and repair work for the water mains and sanitary sewer system, including manholes and vault structures. Almost all of the R & E Section's work is in wet, muddy trench conditions that necessitate the need for appropriate locker room, mud room and shower facilities, which are included in the new addition, along with a combination lunchroom/meeting room and offices for the supervisory staff.

Substantial completion of the project is to be within 240 calendar days from the notice to proceed.

DISCUSSION:

NOTIFICATION AND RESPONSE:

Notices Sent: 286

Planholders: 70

Bids Received: 19

The following bids were received:

Foxfield Construction, Bartlett	\$852,900
Tuscany Construction, Addison	\$905,000

Bid 10-013, SOC Building Addition
 May 19, 2009
 Page 3 of 3

LJ Morse Construction, Aurora	\$924,000
JJ Henderson, Gurnee	\$934,000
RC Wegman, Aurora	\$939,000
RDS Construction, Tinley Park	\$941,254
EVS Construction, Aurora	\$953,900
Frank Burla, Channahon	\$949,200
MJG Enterprises, Chicago	\$962,736
A J Maggio, Mt Prospect	\$987,000
Modern Builders Inds., Joliet	\$988,948
Panattoni Construction, Rosemont	\$998,948
Pacific Construction, Chicago	\$999,000
Robert Yiu, Hinsdale	\$1,000,000
International Contractors, Elmhurst	\$1,045,700
Simpson Construction, Bellwood	\$1,075,000
Semford Management, Crestwood	\$1,094,500
Utility & Industrial, Hickory Hills	\$1,113,000
System 27 Corp, Naperville	\$1,127,000

The City has not worked with the recommended contractor in the past. References have been checked by staff and found to be outstanding.

RECOMMENDATION:

Staff recommends the award of Bid 10-013, South Operations Center (SOC) Building Addition, to Foxfield Construction for \$852,900, plus a 3% contingency. Staff requests authorization to appropriate the necessary funds.

ATTACHMENTS:

1. CIP Pages

Project Number: WWU25 **Project Title:** South Operations Center - Building Additions & Improvements **Category Code:** B **Sector:** Southeast
Department Name: Water/ Wastewater **CIP Status:** Changed **Criteria:** Age-related Infrastructure Renewal **WF Number:** (none)
Project Purpose: This project supports Naperville's commitment to provide essential services to the residents (City Services Strategy #7).

Project Narrative:

This project proposes a building expansion and exterior renovation of the Utility's South Operations Center (SOC). The expansion will address staff work environment including new offices, lunch room, and locker room facilities. The building facade is in need of tuck pointing, roof repairs, and new windows. Additional site improvements to include parking, landscape and drainage upgrades. Project has been scaled down from original concept with reduced square footage and amenities.

External Funding Sources Available

None

Projected Timetable

Design of building renovations will take place in FY08-09 with construction of building and site improvements planned for FY09-10 and FY10-11.

Impact on Operating Budget

Planned improvements will not significantly increase or decrease operating expenses.

Project Budget Impact Summary

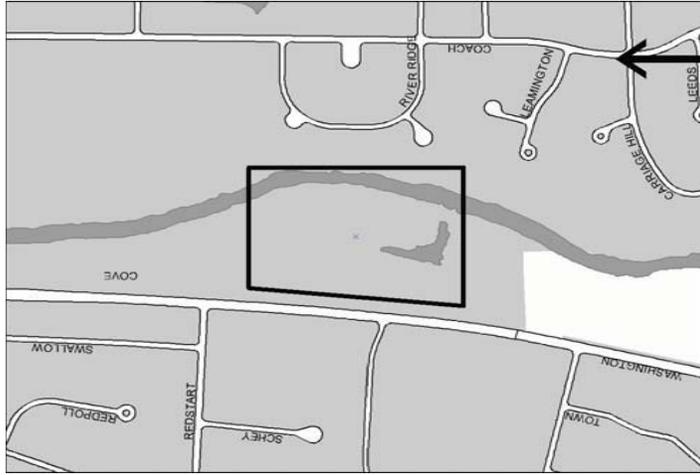
	FY09-10	FY10-11	FY11-12	FY12-13	FY13-14	Total CIP
Impact Detail	0	0	0	0	0	0
Subtotal	0	0	0	0	0	0
Prior Year(s) Impact						0
Total Project Impact						0

Funding Source Summary

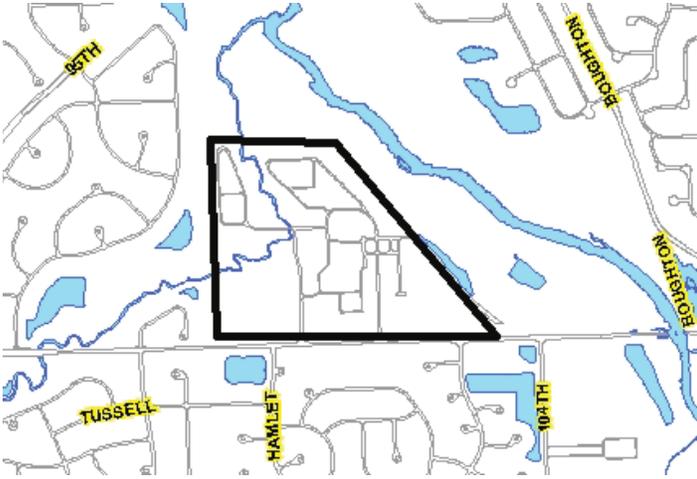
Funding Source	FY09-10	FY10-11	FY11-12	FY12-13	FY13-14	Total Source
Water Utility	831,000	0	0	0	0	831,000
Subtotal	831,000	0	0	0	0	831,000
Prior Year(s) Expenditures						377,657
Total All Sources						1,208,657

Project Cost Summary

Expense Category	Prior Year(s) Expenditures	FY08-09 Budget	FY08-09 Year-to-Date	FY09-10	FY10-11	FY11-12	FY12-13	FY13-14	Total CIP
Benefits	21,523	0	7,688	0	0	0	0	0	0
City & Off-Site Costs	0	0	0	31,000	0	0	0	0	31,000
Construction	73,607	200,000	118,776	800,000	0	0	0	0	800,000
Engineering	0	0	0	0	0	0	0	0	0
Salaries	62,914	0	24,529	0	0	0	0	0	0
Services	50,247	0	1,803	0	0	0	0	0	0
Supplies	9,994	0	6,576	0	0	0	0	0	0
Subtotal	218,285	200,000	159,372	831,000	0	0	0	0	831,000
Prior Year(s) Expenditures									377,657
Total Project Cost									1,208,657



Project Number: WWU35
Department Name: Water/ Wastewater
Project Purpose: This project supports the delivery of municipal services that are reliable and responsive to the needs of the citizens by updating essential utility infrastructure (City Services Strategy #6).
Project Title: SWRC - Phosphorus Removal Additions (New IEPA Permit Requirement)
CIP Status: New
Category Code: B
Criteria: Mandate
Sector: Southeast
WF Number: (none)



Project Narrative:
 The NPDES (National Pollutant Discharge Elimination System) Permit will be up for renewal by the Illinois EPA as of November 30, 2010. It is a virtual certainty that phosphorus removal (and possibly total nitrogen limits) will be stipulated by the Illinois EPA at that time. An engineering consultant will then be needed to begin preliminary engineering and planning to help the City meet the implementation schedule imposed by Illinois EPA. This will then move immediately into design engineering of plant upgrades and additions followed by a major construction contract.

External Funding Sources Available
 None

Projected Timetable

preliminary engineering in FY10-11 and FY11-12; Design engineering in FY11-12 and FY12-13, and Construction budgeted for FY12-13.

Impact on Operating Budget

Nominal Operating & Maintenance-related expenditures anticipated.

Project Budget Impact Summary

	FY09-10	FY10-11	FY11-12	FY12-13	FY13-14	Total CIP
Impact Detail	0	0	0	0	0	0
Subtotal	0	0	0	0	0	0
Prior Year(s) Impact						0
Total Project Impact						0

Funding Source Summary

	FY09-10	FY10-11	FY11-12	FY12-13	FY13-14	Total Source
Funding Source	104,000	874,140	893,704	2,880,119	0	4,751,962
Water Utility	104,000	874,140	893,704	2,880,119	0	4,751,962
Subtotal	104,000	874,140	893,704	2,880,119	0	4,751,962
Prior Year(s) Expenditures						0
Total All Sources						4,751,962

Project Cost Summary

	Prior Year(s) Expenditures	FY08-09 Budget	FY08-09 Year-to-Date	FY09-10	FY10-11	FY11-12	FY12-13	FY13-14	Total CIP
Expense Category	0	0	0	4,000	58,140	61,384	227,099	0	350,622
City & Off-Site Costs	0	0	0	0	0	0	2,122,416	0	2,122,416
Construction	0	0	0	100,000	816,000	832,320	530,604	0	2,278,924
Engineering	0	0	0	104,000	874,140	893,704	2,880,119	0	4,751,962
Subtotal	0	0	0	104,000	874,140	893,704	2,880,119	0	4,751,962
Prior Year(s) Expenditures									0
Total Project Cost									4,751,962



Naperville

CITY COUNCIL AGENDA ITEM

SUBJECT: Recommend Award of Change Order #1 to Contract 11-057, Roadway Snow Removal

TYPE OF VOTE: Simple Majority

ACTION REQUESTED:

Approve award of Change Order #1 to Contract 11-057, Roadway Snow Removal, to various contractors for an amount not to exceed \$120,000 for a total award amount of \$503,250, and allow staff to make the appropriate budget adjustments.

BOARD/COMMISSION REVIEW:

N/A

COUNCIL ACTION PREVIOUSLY TAKEN:

Date of Action	Item No.	Action
4/7/2010	I.8	Original Award

DEPARTMENT: Department of Public Works
Procurement Services Office

SUBMITTED BY: Michael E. Bevis, Chief Procurement Officer

FISCAL IMPACT:

Budgeted Accounts #: 010-4230-431.30-29

104-4410-434.30-29

136-4010-566.30-29

Budgeted Amounts: \$383,250 in Acct. 4230

Funding for this change order will come from current budget savings in Public Work's portion of the General Fund, the Burlington Fund and the SSA #22 budgets. Through the end of January, Public Work's portion of the general fund is 5.38% under budget or \$856,557, the Burlington Fund is 11.94% under budget or \$110,008 and the SSA #22 budget is 9.49% under budget or \$145,856. Public Works will make the necessary budget adjustments to cover the projected overage in snow removal costs and if necessary defer other projects in the respective funds to cover any additional overages due to the blizzard.

BACKGROUND:

The Department of Public Works is responsible for snow removal throughout the city. We utilize the services of several contractors because no single contractor is large enough to provide the approximate 70 supplemental snow removal units required. If additional qualified contractors are needed, they would be added at the established rate per piece of equipment. Without the service of these contractors, the average completion time to plow snow, from the end of a snowfall, is projected to increase from fourteen to approximately thirty-two hours. Plowing commences with a minimum of two inches of snowfall accumulation.

DISCUSSION:

The City has received over fifty inches of snow this season, including the approximately twenty inches received the week of January 31, 2011.

Since the award of this contract, the department has spent approximately \$320,000 on roadway contractors through the General Fund, which includes approximately \$170,000 on clearing the roadways during the blizzard. Before the blizzard, we had three events that have required all city streets, including cul-de-sacs to be plowed. Public Works estimates that we will need an additional \$70,000 in the General Fund award to pay for roadway snow removal contracts through the end of the winter season.

The Department of Public Works needed additional assistance in loading out snow in the downtown and train station areas. Because of the large volume of snow received during the blizzard, the Department of Public Works needed to procure the services of bobcats, skidsteers, and endloaders to help move the snow in areas where it was too deep to push with pick-ups and plows. The cost for equipment needed for loading out snow in the downtown and train station areas is \$50,000. In addition, an emergency was declared to procure additional front end loaders and bob cats in accordance with the 2004 Procurement Code (Ordinance 2004-156), "the City Manager has the authority to approve Emergency Procurements of supplies or equipment when there exists an immediate threat to public health, welfare, or safety or to prevent or minimize serious disruption of government services." Funding for the emergency procurement is included in the \$50,000 for the downtown and train station areas referenced above.

Additional funds are needed to provide contracted snow and ice control for the remainder of the winter season. Each all out plow event costs \$40,000 to \$50,000 in contracted services to complete, depending on the amount of snow received. In addition, contractors are sometimes used to supplement in-house crews on roadways for smaller plowing events. These additional funds will allow the city to provide services for three additional all out plow events.

11-057, Roadway Snow Removal
 2/15/2011
 Page 3 of 3

The chart below shows the change order request by account.

	Account Number	Budget Amount	Spent to Date	Request Amount	Total Award
General Fund	010-4230-431.30-29	\$383,250	\$320,000	\$70,000	\$453,250
Burlington Fund	104-4410-434.30-29	\$0	\$25,000	\$25,000	\$25,000
SSA #22	136-4010-566.30-29	\$0	\$25,000	\$25,000	\$25,000
TOTAL:		\$383,250	\$370,000	\$120,000	\$503,250

The Department of Public Works is also pursuing federal reimbursement for snow removal services through the DuPage County Office of Homeland Security and Emergency Management.

For the Council’s information, there is another item on this agenda that addresses additional sidewalk snow removal costs in the Central Business District.

RECOMMENDATION:

Approve award of Change Order #1 to Contract 11-057, Roadway Snow Removal, to various contractors for an amount not to exceed \$120,000 for a total award amount of \$503,250, and allow staff to make the appropriate budget adjustments.

ATTACHMENTS:

1. Original Award

service of these contractors, the average completion time to plow snow, from the end of a snowfall, is projected to increase from fourteen to approximately thirty-two hours. Plowing commences with a minimum of 2" snowfall accumulation.

DISCUSSION:

For the FY 2009/10 winter season, the City Council waived the Naperville Procurement Code, approved hourly rates for each piece of equipment, and allowed the City to select snow contractors. The City advertises and accepts applications. All applications meeting the criteria are awarded contracts based on the following criteria:

- Minimum of 5 years experience providing snow removal on public or private roadways, (not including parking lots). If less than five years experience, previous experience with the City will be considered.
- Providing adequate communications. All salt vehicles will need a 2-way radio with the City frequency or a Nextel 2-way phone. All other units must have either cell phones or 2-way radios with the City frequency.
- Ability to respond to a designated work area within 1.5 hours of being called out.
- Ability to provide necessary assigned equipment 24 hours a day, 7 days a week.
- Ability to provide service for periods greater than 24 consecutive hours.
- Ability to provide competent drivers/operators that are capable of efficiently operating the equipment assigned, reading a map, and speaking English.
- Ability to provide additional supervisory support if the amount of equipment (number of pieces) exceeds 6 units.
- Provide equipment that meets or exceeds the DPW equipment specifications
- Meet or exceed all Liability insurance requirements as required by the City of Naperville.

The majority of the snow contractors have worked for the City for several years and have proven to be very reliable. For the 08-09 winter season, the contractors were given a 3% increase to the 07/08 hourly rates to reflect the increase in labor costs and fuel. For the 09-10 winter season, the contractors were given a 0% increase to the 08/09 hourly rates. For the 10-11 winter season, staff is recommending a 0% increase to the 09/10 hourly rates (see Exhibit A).

Waiver of Section 1-90B-4 (Methods of Source Selection) of the Naperville Code is required because the recommended process is not one of the enumerated methods under the Code.

RECOMMENDATION:

Waive the applicable provisions of the Naperville Procurement Code and set prices for FY10-11 and award Contract 11-057, Roadway Snow Removal, to various contractors, for an amount not to exceed \$383,250 for the period of November 1, 2010 through April 30, 2011.

ATTACHMENTS:

1. Snow Removal Equipment Rates FY 10-11

**Page: 104 - Agenda Item: I.5. CITY OF NAPERVILLE
ROADWAY SNOW REMOVAL EQUIPMENT RATES
2010/2011**

Procurement 11-057

Equipment	* % - Percent Increase	2010-2011 Hourly Rates
Tandem Axle Dump Truck w/min. 11' power-angle plow hydraulic controlled salt spreader, Minimum 50,000# GVWR		
Plowing	0%	\$129.22
Salting	0%	\$101.84
Plowing & Salting	0%	\$137.97
Single Axle Dump Truck w/min. 11' power angle plow, hydraulic controlled salt spreader, Minimum 30,000# GVWR		
Plowing	0%	\$105.15
Salting	0%	\$93.05
Plowing & Salting	0%	\$118.66
Motor Grader w/min. 12' moldboard, min. 135HP	0%	\$168.32
Articulated 4WD Endloader, Articulated 4WD Tractor, or Other 4WD Agricultural Tractor w/min. 11' power angle plow, min. 125HP	0%	\$162.30
Articulated 4WD Endloader , Articulated 4WD Tractor, or Other 4WD Agricultural Tractor with min. 11' power angle plow, min 75-100 HP	0%	\$125.00
Articulated 4WD endloader w/min. 2 ¾ cy. bucket capable of loading salt and other materials into the City of Naperville and contracted dump trucks, min. 125HP	0%	\$162.30
4WD pick-up truck w/min. 8' power angle plow or any small 4WD dump truck w/min. 8' power angle plow and a maximum 17,000# GVWR	0%	\$87.65
8' power angle plow or snow pusher blade of equivalent size. 50-75 HP	0%	\$87.65
Supplemental Supervisor/Forman	0%	\$55.83



Naperville

CITY COUNCIL AGENDA ITEM

SUBJECT: Recommend Award of Change Order #3 to Contract 09-077, Specialty Winter Services Operation

TYPE OF VOTE: Simple Majority

ACTION REQUESTED:

Approve the award of Change Order #3 to Contract 09-077, Specialty Winter Services Operation to Tovar Snow Professionals for an amount not to exceed \$175,000 bringing the grand total award to \$398,200, and authorize staff to make the appropriate budget adjustments.

BOARD/COMMISSION REVIEW:

N/A

COUNCIL ACTION PREVIOUSLY TAKEN:

Date of Action	Item No.	Action
4/7/2010	I.9	Award of Change Order #2
2/3/09	I 5	Award of Change Order #1
11/18/08	I 3 d	Original Award

DEPARTMENT: Department of Public Works
Procurement Services Office

SUBMITTED BY: Michael E. Bevis, Chief Procurement Officer

FISCAL IMPACT:

Original Award: \$223,200
 Budgeted Accounts #: 136-4010-566.30-29
 104-4410-434.30-29
 Budgeted Amounts \$176,800
 \$ 46,400
 Change Order Amount of \$175,000
 136-4010-566.30-29, \$131,000
 104-4410-434.30-29 \$ 44,000

Funding for this change order will come from current budget savings in both the Burlington Fund and the SSA #22 budgets. Through the end of January the Burlington Fund is 11.94% under budget or \$110,008 and the SSA #22 budget is 9.49% under budget or \$145,856. Public Works will make the necessary budget adjustments to cover the projected overage in snow removal costs and if necessary defer other projects in the respective funds to cover any additional overages due to the blizzard.

BACKGROUND:

The Department of Public Works is primarily responsible for snow and ice removal services for walkways and parking facilities within the Central Business District, at the two Naperville train stations, and at certain city facilities. We have received considerably more snow than anticipated at this point of the season; the City has already received over fifty inches of snow this season. For the Downtown Naperville Train Station, walkways leading from surrounding commuter parking areas to the train station are serviced. Similar services are provided at the Rt.59 Commuter Parking Facility. The services provided to all identified facilities are prioritized.

In an effort to best utilize our manpower during winter events, the Department of Public Works bid out contracted snow removal for the sidewalks around the train stations and in the Central Business District. This allows the department to utilize our experienced Equipment Operators for the more skilled task of clearing roadways rather than clearing sidewalks. By moving Equipment Operators to snow plow routes, we reduced the number of contractors currently used for the roadways. In addition, the use of contracted services for clearing sidewalks significantly reduces the amount of time required for these services, thus providing a higher service level.

The Contractor is responsible for prevention and removal of accumulated ice and snow at the downtown train station, the Route 59 train station, and throughout the Central Business District. In general, the Contractor provides the following services:

- Removal of snow and ice from sidewalks and other paved walking surfaces
- Removal of snow from the exposed upper levels of city-owned parking decks
- Clearing snow from on-street parking spaces
- Application of anti-icing chemicals as required by weather conditions to remove residual ice and snow and/or to prevent accumulations of ice and snow.

The contractor provides all labor, equipment, and materials needed to perform the work including all de-icing chemicals. All areas have been prioritized for the contractor, and all work is to be completed within eight hours of the end of a winter event. Work by the contractor is supervised by city management staff who are present throughout each winter weather event.

DISCUSSION:

The award amount was based on Unit Prices for deicing and snow removal services. The cost under this contract for a deicing only event at both train stations and throughout the downtown is \$4,800 per event. The cost for snow removal and salting at these locations is \$10,600 per event. The award amount was based on a historical average of twelve snow removal events and twenty deicing events per year. Minor deicing events of trouble spots at the train station and in the Central Business District are performed with in-house personnel. In addition, in-house crews

*09-077, Specialty Winter Operations
February 15, 2011
Page 3 of 3*

continue to load-out and remove snow piles or dispose of accumulated snow with the snow melter if needed in these areas.

The City has received approximately fifty inches of snow this season, including the approximately 20 inches received during the week of January 31, 2011. Since the award of this contract, Tovar Snow Professionals has provided service to the downtown area and the train stations for twenty three snow events, some of which required that these areas be cleared multiple times. Approximately \$298,500 has been spent to date on sidewalk snow removal services under this contract, including approximately \$50,000 for the cost of snow removal for the week of January 31, 2011. Additional funds are needed to provide contracted snow and ice control for the remainder of the winter season, and to cover the cost of sidewalk snow removal during the blizzard. In addition, an emergency was declared to procure additional snow removal services in accordance with the 2004 Procurement Code (Ordinance 2004-156), “the City Manager has the authority to approve Emergency Procurements of supplies or equipment when there exists an immediate threat to public health, welfare, or safety or to prevent or minimize serious disruption of government services.”

The Department of Public Works is also pursuing federal reimbursement for snow removal services through the DuPage County Office of Homeland Security and Emergency Management.

RECOMMENDATION:

Approve the award of Change Order #3 to Contract 09-077, Specialty Winter Services Operation to Tovar Snow Professionals for an amount not to exceed \$175,000 bringing the grand total award to \$398,200, and authorize staff to make the appropriate budget adjustments.

ATTACHMENTS:

1. Award of Change Order #2 (includes CO#1 and Original Award)



Naperville

CITY COUNCIL AGENDA ITEM

SUBJECT: Recommend award of Change Order #2 to Contract 09-077, Specialty Winter Services Operation

TYPE OF VOTE: Simple Majority

ACTION REQUESTED:

Approve the award of Change Order #2 to Contract 09-077, Specialty Winter Services Operation to Tovar Snow Professionals for an amount not to exceed \$19,975 and authorize staff to make the appropriate budget adjustments.

BOARD/COMMISSION REVIEW:

N/A

COUNCIL ACTION PREVIOUSLY TAKEN:

Date of Action	Item No.	Action
11/18/08	I3d	Original Award
2/3/09	I5	Award Change Order #1

DEPARTMENT: Department of Public Works
Procurement Services Office

SUBMITTED BY: Michael E. Bevis, Chief Procurement Officer

FISCAL IMPACT:

CIP #	Budgeted Account #:	<u>136-4010-566.30-29</u>
		<u>104-4410-434.30-29</u>
	Budgeted Amount:	<u>\$223,200</u>

Staff is requesting that funding for this be taken from SSA #22 and the Burlington Fund.

BACKGROUND:

The Department of Public Works is primarily responsible for snow and ice removal services for walkways and parking facilities within the Central Business District, at the two Naperville train stations, and at certain city facilities. We received considerably more snow than anticipated this past winter; the City received over fifty inches of snow this season. For the Downtown Naperville Train Station, walkways leading from surrounding commuter parking areas to the train station receive snow removal service. Similar services are provided at the Rt.59 Commuter Parking Facility. The services provided to all identified facilities are prioritized.

In an effort to best utilize our manpower during winter events, the Department of Public Works bid out contracted snow removal for the sidewalks around the train stations and in the Central Business District. This allows the department to utilize our experienced Equipment Operators for the more skilled task of clearing roadways rather than clearing sidewalks. By moving Equipment Operators to snow plow routes, we reduced the number of contractors currently used for the roadways. In addition, the use of contracted services for clearing sidewalks significantly reduces the amount of time required for these services, thus providing a higher service level.

The Contractor is responsible for prevention and removal of accumulated ice and snow at the downtown train station, the Route 59 train station, and throughout the Central Business District. In general, the Contractor provides the following services:

- Removal of snow and ice from sidewalks and other paved walking surfaces
- Removal of snow from the exposed upper levels of city-owned parking decks
- Clearing snow from on-street parking spaces
- Application of anti-icing chemicals as required by weather conditions to remove residual ice and snow and/or to prevent accumulations of ice and snow.

The contractor provides all labor, equipment, and materials needed to perform the work including all de-icing chemicals. All areas have been prioritized for the contractor, and all work is to be completed within eight hours of the end of a winter event. Work by the contractor is supervised by city management staff who are present throughout each winter weather event.

DISCUSSION:

The award amount was based on Unit Prices for deicing and snow removal services. The cost under this contract for a deicing only event at both train stations and throughout the downtown is \$4,800 per event. The cost for snow removal and salting at these locations is \$10,600 per event. The award amount was based on a historical average of twelve snow removal events and twenty deicing events per year. Minor deicing events of trouble spots at the train station and in the Central Business District are performed with in-house personnel. In addition, in-house crews continue to load-out and remove snow piles or dispose of accumulated snow with the snow melter if needed in these areas.

The City received approximately fifty inches of snow this past winter. Since the award of this contract, Tovar Snow Professionals has provided service to the downtown area and the train stations for twenty nine snow events, some of which required that these areas be cleared multiple times. As such, additional funds are needed to fund the past two events.

RECOMMENDATION:

Approve the award of Change Order #2 to Contract 09-077, Specialty Winter Operations Services to Tovar Snow Professionals for an amount not to exceed \$19,975 and authorize staff to make the appropriate budget adjustments.

ATTACHMENTS:

1. Award of Change Order #1



Naperville

CITY COUNCIL AGENDA ITEM

SUBJECT: Recommend Award of Change Order #1 to Contract 09-077, Specialty Winter Operations Services.

TYPE OF VOTE: Simple Majority

ACTION REQUESTED:

Approve the award of Change Order #1 to Contract 09-077, Specialty Winter Operations Services, to Tovar Snow Professionals for an amount not to exceed \$150,000.

BOARD/COMMISSION REVIEW:

N/A

COUNCIL ACTION PREVIOUSLY TAKEN:

Date	Item	No. Action
11/5/08	I3d	Approved Award

DEPARTMENT: Department of Public Works

SUBMITTED BY: Michael E. Bevis, Chief Procurement Officer

FISCAL IMPACT:

Amount of Award: \$223,200.

136-4010-566-30.29 \$176,800

104-4410-434-30.29 \$46,400

Amount of Change Order: \$150,000.

136-4010-566-30.30 \$116,000

104-4410-434-30.29 \$34,000

Staff is requesting that funding for this be taken from the fund balance for the SSA #22 and Burlington Fund.

By contracting out the service in the Central Business District and at the train stations, we have

been able to assign eight additional Equipment Operators to the roadways. This has reduced the amount of contracted services required to clear the roadways. Replacing some of the contractors with in-house personnel has resulted in a net savings of \$70,952 for roadway snow removal as of January 10, 2010. Additionally, by utilizing contractors for the Central Business District work instead of city staff, the net savings to the city so far this winter is \$12,841 in labor, material and equipment expenses. It was expected that contracting out this service would save approximately \$15,400 per year as compared to completing the sidewalk snow removal in house.

BACKGROUND:

The Department of Public Works is primarily responsible for snow and ice removal services for walkways and parking facilities within the Central Business District, at the two Naperville train stations, and at certain city facilities. We have received considerably more snow than anticipated at this point of the season; the City has already received over forty inches of snow this season. For the Downtown Naperville Train Station, walkways leading from surrounding commuter parking areas to the train station are serviced. The parking lots are plowed and de-iced as well. Similar services are provided at the Rt.59 Commuter Parking Facility. The services we provide to all of these facilities identified are prioritized.

In an effort to best utilize our manpower during winter events, the Department of Public Works bid out contracted snow removal for the sidewalks around the train stations and in the Central Business District. This allows the department to utilize our experienced Equipment Operators for the more skilled task of clearing roadways rather than clearing sidewalks. By moving Equipment Operators to snow plow routes, we reduced the number of contractors currently used for the roadways.

The Contractor is responsible for prevention and removal of accumulated ice and snow at the downtown train station, the Route 59 train station, and throughout the Central Business District. In general, the Contractor provides the following services:

- Removal of snow and ice from sidewalks and other paved walking surfaces
- Removal of snow from the upper exposed levels of city-owned parking decks
- Clearing snow from on-street parking spaces
- Application of anti-icing chemicals as required by weather conditions to remove residual ice and snow and/or to prevent accumulations of ice and snow.

The contractor provides all labor, equipment, and materials needed to perform the work including all de-icing chemicals. All areas have been prioritized for the contractor, and all work is to be completed within eight hours of the end of a winter event.

DISCUSSION:

The award amount was based on Unit Prices for deicing events and for plowing events. The cost under this contract for a deicing only event at both train stations and throughout the downtown is \$4,800 per event. The cost for plowing and salting at these locations is \$10,600 per event. The award amount was based on a historical average of twelve plowing events and twenty deicing events per year. Minor deicing events of trouble spots at the train station and in the Central Business District are performed with in-house personnel. In addition, in-house crews will continue to do load-outs of snow if needed in these areas.

The City has received over forty inches of snow this season. Since the award of this contract, Tovar Snow Professionals has provided service to the downtown area and the train stations for twenty three snow events, some of which required that these areas be cleared multiple times. As such, additional funds are needed to provide snow and ice control for the remainder of the winter season.

RECOMMENDATION:

Approve the award of Change Order #1 to Contract 09-077, Specialty Winter Operations Services. To Tovar Snow Professionals for an amount not to exceed \$150,000 and authorize staff to make the appropriate budget adjustments.

ATTACHMENTS:

1. Original Award



Naperville

CITY COUNCIL

11-5-08

AGENDA ITEM *I.3c*

CITY COUNCIL AGENDA ITEM

SUBJECT: Recommend Award of Bid 09-077, Specialty Winter Operations Services

TYPE OF VOTE: Simple Majority

ACTION REQUESTED:

Approve the award of Bid 09-077, Specialty Winter Operations Services, to Tovar Snow Professionals for an amount not to exceed \$223,200

BOARD/COMMISSION REVIEW:

N/A

COUNCIL ACTION PREVIOUSLY TAKEN:

Date of Action	Item No	Action

DEPARTMENT: Public Works

SUBMITTED BY: Michael Bevis, Chief Procurement Officer

FISCAL IMPACT:

Amount of Award: \$223,200.
 136-4010-566-30.29 \$176,800
 104-4410-434-30 29 \$46,400

Funds are available through the reduction of roadway winter operations contractors, in-house equipment costs, and the cost of chemicals. By contracting out the service in the Central Business District and at the train stations, we will be able to assign eight additional Equipment Operators to the roadways. This will eliminate the need for a portion of the contracted services currently being provided on the roadways. Replacing the contractors with in-house personnel on the roadways is estimated to result in a savings on the roadways of \$58,396. The additional cost to provide the contracted service for sidewalk snow removal is \$42,956.69 as compared to providing the service entirely in-house. As such, contracting out this service is estimated to save approximately \$15,400 per year as compared to completing the sidewalk snow removal in house.

AGENDA ITEM 73d¹

BACKGROUND:

The Department of Public Works is primarily responsible for snow and ice removal services for walkways and parking facilities within the Central Business District, at the two Naperville train stations, and at certain city facilities. For the Downtown Naperville Train Station, walkways leading from surrounding commuter parking areas to the train station are serviced. The parking lots are plowed and de-iced as well. Similar services are provided at the Rt 59 Commuter Parking Facility. The services we provide to all of these facilities identified are prioritized.

Historically winter operations for the Central Business District and the train stations have been handled in-house. Winter Operations at the train stations and in the Central Business District are handled by personnel from the Traffic Operations and Central Business District teams. A total of eleven Equipment Operators have been divided into two teams to handle winter operations in these areas. Winter Operations for the parking lots is currently contracted to American Asphalt.

In an effort to best utilize our manpower during winter events, the Department of Public Works bid out contracted snow removal for the sidewalks around the train stations and in the Central Business District. This would allow the department to utilize our experienced Equipment Operators on the roadways rather than clearing sidewalks. By moving our Equipment Operators to snow plow routes we will reduce the number of contractors currently used for the roadways.

The Contractor will be responsible for prevention and removal of accumulated ice and snow for the downtown train stations, the Route 59 train station, and throughout the Central Business District. In general, the Contractor will provide the following services:

- Removal of snow and ice from sidewalks and other paved walking surfaces
- Removal of snow from the upper exposed levels of city-owned parking decks
- Clearing snow from on-street parking spaces
- Application of anti-icing chemicals as required by weather conditions to remove residual ice and snow and/or to prevent accumulations of ice and snow.

The contractor will provide all labor, equipment, and materials needed to perform the work including all de-icing chemicals. All areas have been prioritized for the contractor, and all work is to be completed within eight hours of the end of a winter event. The contractor will have primary responsibility for maintaining conditions that minimize to the greatest degree possible pedestrian exposure to conditions that could result in slips, falls, and associated injuries on icy, snowy, or frozen surfaces. Minor deicing events of trouble spots at the train station and in the Central Business District will continue to be handled in-house. In-house crews will continue to do load-outs of snow if needed in these areas.

In addition to the cost savings, the contract will allow for improved response times, as the Central Business District and the train station will be able to be cleared of snow simultaneously. We anticipate that it will take the contractor approximately five hours after the snow has stopped to clear all the sidewalks instead of the twelve to fourteen hours that it currently takes our in-house staff. Response time on the roadways will also improve by having additional city staff performing winter operations.

AGENDA ITEM: Bid 2

DISCUSSION:

NOTIFICATION AND RESPONSE

Notices Sent.	65
Planholders.	5
Bids Received	4

This bid is priced in units of measure, see Attachment 1 The award amount requested is based on a historical average of twelve plowing events and twenty deicing events per year extended against the unit prices bid for the following total not to exceed award amounts

<i>Tovar Snow Professionals, Elgin, IL</i>	\$223,200
Award Winning Landscape, Naperville, IL	\$263,188
R & B Enterprises, Aurora, IL	\$266,740
Snow Systems, Wheeling, IL	*

* Snow Systems submitted a bid that was non-responsive and rejected Their reference checks also indicate that they are not capable of performing Snow Systems represented that they were new to the municipal arena and failed to provide municipal references Through research, staff discovered that they, in fact, have had at least one municipal contract and failed to perform under that contract The Village of Glenview stated that Snow Systems was awarded a one year contract for roadway snow removal with three option years available. Glenview stated that they were unable to perform the work as specified due to not having the equipment listed on their bid Additionally, they utilized some high school drivers who left at the start of class Finally, they were unable, even with assistance to correctly calculate their own pricing Their initial bid form had a math error and their Unit Prices were inconsistent with their total. They were interviewed by staff and allowed to correct their bid form. Their second response was also incorrect Therefore they are non-responsive to the specification

RECOMMENDATION:

Approve the award of Bid 09-077, to Tovar Snow Professionals for an amount not to exceed \$223,200 per year. This is a two year contract which will expire on October 31, 2010 There are three option years available

ATTACHMENTS:

- 1 Bid Unit Costs

BID UNIT COSTS

AGENDA ITEM: *I.6* ³

Line Item	Description	TOVAR	SNOW SYSTEM	AWARD WINNING LANSCAPE	R & B ENTERPRISE
1	Downtown Naperville Metra/Amtrak Station Snow Removal with Chemical Application	\$950	\$1,386	\$1,297	\$2,190
2	Downtown Naperville Metra/Amtrak Station Winter Chemical Application No Snow Removal	\$425	\$630	\$585	\$740
3	Route 59 Commuter Station Snow Removal with Chemical Application	\$950	\$1,386	\$1,105	\$1,240
4	Route 59 Commuter Station Winter Chemical Application No Snow Removal	\$425	\$630	\$550	\$455
5	CBD Snow Removal with Chemical Application	\$5,600	\$1,386	\$5,272	\$7,430
6	CBD Snow Removal Winter Chemical Application No Snow Removal	\$1,900	\$630	\$2,165	\$2,535
7	Parking Deck Snow Removal with Chemical Application	\$2,800	\$1,386	\$2,985	\$1,960
8	Parking Deck Snow Removal Winter Chemical Application No Snow Removal	\$1,900	\$630	\$1,520	\$825
9	Carriage Walk Snow Removal with Chemical Application	\$300	\$1,386	\$1,415	\$1,175
10	Carriage Walk Snow Removal Winter Chemical Application No Snow Removal	\$150	\$630	\$1,095	\$385

**ATTACHMENT
1**

**CITY OF NAPERVILLE
MEMORANDUM**

DATE: February 2, 2009

TO: Dave Van Vooren, Public Works Director

FROM: Tim Cardella, Strategic Services Supervisor

SUBJECT: Specialty Winter Operations Contractor Vehicle Safety

Background:

A letter to the editor in the January 30, 2009 edition of the Naperville Sun commented about the small utility and all-terrain vehicles that are used by the contractor who is providing snow and ice removal services for sidewalks in the downtown area and at the commuter stations. The author expressed concerns about whether the vehicles in question were properly marked and lighted.

Discussion:

Beginning with the current winter season, DPW has employed the services of a contractor for removing snow and ice from sidewalks at the commuter stations and in the central business district (CBD) under the provisions of Bid #99-077. By contracting out the service in the Central Business District and at the train stations, we have been able to assign eight additional Equipment Operators to the roadways. This has resulted in improved service levels and reduced costs.

The contract contains the city's standard language associated with safety and limiting the city's liability exposure. It does not speak to specific safety requirements for the contractor's equipment. When the document was written, it spoke to contractor performance requirements and public safety related to the work that was being performed. It also requires that work performed at the commuter stations must comply with BNSF and Federal Railway Administration safety policies.

The contractor, Tovar Snow Professionals, began performing in December 2008. DPW is responsible for oversight of this contract, and a supervisor is always present when the contractor is working to direct work priorities and ensure compliance with contract terms. DPW supervision has had several contacts with Tovar regarding safety. DPW has discussed the movement of the contractor's supply vehicles along Washington Street and has expressed concerns about how the contractor was using their small ATV snow plows. In all instances, the contractor has complied with all safety related requests from DPW.

The issue of lights on the contractor's small vehicles was brought to the contractor's attention on the morning of January 30, the same day the letter to the editor appeared in the Sun. One of the contractor's superintendents responded promptly, indicating that appropriate lights would be installed on their small vehicles by Monday, February 2.

Dave Van Vooren

February 2, 2009

Page 2

Winter Contractor Vehicle Safety

Conclusion:

DPW supervision will follow up with the contractor to ensure the vehicles they use comply with equipment regulations. DPW will continue to monitor the contractor's activities to ensure services are being provided in a safe, efficient manner.



Naperville

CITY COUNCIL AGENDA ITEM

SUBJECT: Appointment to a Board or Commission

TYPE OF VOTE: Simple Majority

ACTION REQUESTED:
Approve Mayoral appointment of Tianyi Jo Zhu to the Naper Settlement Museum Board.

BOARD/COMMISSION REVIEW:
N/A

COUNCIL ACTION PREVIOUSLY TAKEN:

Date	Item	No. Action

DEPARTMENT: Mayor's Office

SUBMITTED BY: Cheryl Johnson, Administrative Assistant

FISCAL IMPACT:
N/A

BACKGROUND:
One commissioner resigned, leaving a vacancy.

DISCUSSION:
Tianyi Jo Zhu will be appointed to serve a first term, which runs from February 15, 2011 to May 30, 2014.

RECOMMENDATION:
Approve Mayoral appointment of Tianyi Jo Zhu to the Naper Settlement Museum Board.

ATTACHMENTS:
N/A



Naperville

CITY COUNCIL AGENDA ITEM

SUBJECT: Statutory Review of Closed Session Minutes

TYPE OF VOTE: Simple Majority

ACTION REQUESTED:
Approve the release of Not Restricted (NR) Closed Session Minutes

BOARD/COMMISSION REVIEW:
N/A

COUNCIL ACTION PREVIOUSLY TAKEN:

Date	Item No.	Action

DEPARTMENT: City Clerk’s Office

SUBMITTED BY: Pam LaFeber, Ph.D. – City Clerk

FISCAL IMPACT:
N/A

BACKGROUND:
 To satisfy the statutory requirement that the status of all Closed Session minutes must be reviewed and made public as appropriate, the attached list was presented to City Council at the February 1, 2011 Closed Session meeting.

DISCUSSION:
 By consensus, Council approved the attached list. The items which no longer require confidentiality are marked “NR” (Not Restricted). Items that are to remain restricted are marked “R.” For these, the list contains only the date of the meeting and the agenda item number. The title of the item has been deleted to maintain confidentiality.

Page: 124 - Agenda Item: I.8.

Statutory Review of Closed Session Minutes

February 15, 2011

Page 2 of 2

RECOMMENDATION:

Approve the release of Not Restricted (NR) Closed Session Minutes.

ATTACHMENTS:

1. Attachment 1 – List of Closed Session Meeting Topics

CLOSED SESSION REVIEW
June 15, 2010 – December 21, 2010

Page 1 of 2

2010			
MEETING DATE	STATUS NR or R	ITEM TITLE	ITEM #
06/15/10	R		1a
06/15/10	R		2a
06/15/10	R		3a
06/15/10	R		4a
06/15/10	R		4b
07/20/10	R		1a
07/20/10	R		1b
07/20/10	R		2a
07/20/10	R		2b
07/20/10	R		2c
07/20/10	R		3a
07/20/10	R		4a
08/17/10	R		1a
08/17/10	R		2a
08/17/10	R		3a
08/17/10	R		4a
09/07/10	R		1a
09/07/10	R		2a
09/07/10	R		3a
09/07/10	R		4a
09/07/10	R		5a
09/21/10	R		1a
09/21/10	R		1b
09/21/10	R		2a
09/21/10	R		3a
09/21/10	R		4a
09/21/10	R		4b
10/05/10	R		1a
10/05/10	R		2a
10/19/10	R		1a
10/19/10	R		2a
10/19/10	R		2b
10/19/10	R		3a
10/19/10	R		4a
10/25/10	R		1a
11/3/10	R		1a
11/3/10	R		1b
11/3/10	R		2a
11/3/10	R		3a

Legend: NR = Not Restricted R = Restricted * = Status Change
H:\Data\Kolodzie\Closed Session\2010\CSReview.2010-2

CLOSED SESSION REVIEW
June 15, 2010 – December 21, 2010

Page 2 of 2

MEETING DATE	STATUS NR or R	ITEM TITLE	ITEM #
11/3/10	R		4a
11/3/10	R		4b
11/3/10	R		5a
11/16/10	R		1a
11/16/10	R		2a
11/16/10	R		2b
11/16/10	R		3
11/16/10	R		4a
12/07/10	R		1a
12/07/10	R		1b
12/07/10	*NR	Pending Litigation – John Rahaman v. City of Naperville	2a
12/07/10	*NR	Pending Litigation – Melissa Kanning v. City of Naperville	2b
12/07/10	*NR	Pending Litigation – Natahneal Odom v. City of Naperville	2c
12/07/10	*NR	Pending Litigation – Steven C. Chirico v. Pam LaFeber	2d
12/07/10	R		2e
12/07/10	R		2f
12/07/10	R		3a
12/07/10	R		3b
12/07/10	R		4a
12/21/10	R		1a
12/21/10	R		2a
12/21/10	R		2b
12/21/10	R		3a
12/21/10	R		4a

Legend:NR = Not Restricted R = Restricted * = Status Change
H:\Data\Kolodzie\Closed Session\2010\CSReview.2010-2



Naperville

CITY COUNCIL AGENDA ITEM

SUBJECT: Accept the public improvements and authorize the City Clerk to reduce the corresponding public improvement sureties.

TYPE OF VOTE: Simple Majority

ACTION REQUESTED:
Accept the public street improvements at Odyssey West Subdivision and authorize the City Clerk to reduce the corresponding public improvement surety.

BOARD/COMMISSION REVIEW:
N/A

COUNCIL ACTION PREVIOUSLY TAKEN:

Date	Item	No. Action

DEPARTMENT: T.E.D.

SUBMITTED BY: William J. Novack

FISCAL IMPACT:
N/A

BACKGROUND:

DISCUSSION:

RECOMMENDATION:

ATTACHMENTS:

1. Public Improvements Spreadsheet

CITY OF NAPERVILLE - Transportation, Engineering, and Development Business Group

DATE: 2/4/2011
 TO: Douglas Krieger
 FROM: William J. Novack

SUBJECT: Acceptance of Improvements as
 Per Section 7-3-4 of City Code.
 Council Meeting of: February 15, 2011

DEVELOPMENT	SURETY	STREETS	STORM SEWERS	SANITARY SEWERS	WATERMAIN	STREET LIGHTING	OTHER	CERTIFICATION OF COMPLETION	BILL OF SALE	CONCURRENC WITH PROVISIONS
ODYSSEY WEST	LOC	\$51,102.20						xxxx	xxxx	xxxx

C = Letter of Credit Bond = Maintenance Bond Cash = Cash Deposit

public improvements identified above have been completed in accordance with the plans, specifications and inspections, and may now be accepted.
 corresponding public cash deposit amount will be retained for a period of one year to guarantee the satisfactory performance of the improvements.


 William J. Novack
 City Engineer



Naperville

CITY COUNCIL AGENDA ITEM

SUBJECT: Removal of the Valet Parking Transfer Zone on the South Side of Chicago Avenue

TYPE OF VOTE: Simple Majority

ACTION REQUESTED:
Approve the removal of the valet parking transfer zone on the south side of Chicago Avenue located from a point 58 feet east of Main Street to a point 121 feet east of Main Street (in front of the former site of Rosebud of Naperville).

BOARD/COMMISSION REVIEW:
The Transportation Advisory Board considered this matter on February 5, 2011 and recommend removal of the valet parking transfer zone (Approved 7-0).

COUNCIL ACTION PREVIOUSLY TAKEN:

Date	Item No.	Action
9/7/2004	E6	Established a valet parking transfer zone on the south side of Chicago Avenue from a point 100 feet east of Main Street to a point 163 feet east of Main Street for Rosebud of Naperville (Approved 7-2).
4/4/2007	H22	Relocated the valet parking transfer zone on the south side of Chicago Avenue to the three parallel parking spaces located from a point 58 feet east of Main Street to a point 121 feet east of Main Street for Rosebud of Naperville (Approved 7-0).

DEPARTMENT: TED Business Group

SUBMITTED BY: Rory Fancler, Project Manager

FISCAL IMPACT:
N/A

BACKGROUND:
In August 2004, a valet transfer zone was approved on the south side of Chicago Avenue for Rosebud of Naperville. The valet transfer zone is located immediately east of Main Street and currently utilizes three parking spaces.

The three parking spaces currently designated as a multi-use loading zone from 6 a.m. to 5 p.m. and as a valet transfer zone from 5 p.m. to 11:30 p.m. (Attachment 1). The multi-use loading

zone allows 15-minute parking for passenger vehicles and 30-minute parking for trucks. While the valet transfer zone was approved for Rosebud's use, the multi-use loading zone serves all of the businesses along Chicago Avenue.

DISCUSSION:

Rosebud of Naperville is currently in the process of relocating to 22 E. Chicago Avenue as a result of a fire in July that left the building at 48 W. Chicago Avenue uninhabitable. The existing valet transfer zone located on Chicago Avenue, therefore, is no longer in use for a valet parking operation. As the situation with the former Rosebud building is anticipated to be long-term, staff recommends that the three spaces remain a multi-use loading zone from 5 a.m. to 5 p.m., and allow public parking after 5 p.m. until 2 a.m. rather than its current valet transfer zone use. Note that dumpster storage is currently permitted for the three parking spaces as part of site clean-up and construction activity in the former Rosebud of Naperville building.

Valet Operations at 22 E. Chicago Avenue

Rosebud of Naperville has submitted a valet operations application to provide valet parking services at their new location. Based on the submitted application, Rosebud's valet operation will be conducted on private property. The purpose of the city's valet parking rules is to provide for the safe operation of valet parking services where the transfer and temporary parking of motor vehicles between customers and valet parking services takes place on public streets or public property within the central business district. Rosebud of Naperville's valet operation at 22 E. Chicago Avenue will be conducted on private property and will park cars in the designated valet parking areas in the parking decks; therefore, approval from the Transportation Advisory Board and City Council is not required.

Transportation Advisory Board

The Transportation Advisory Board (TAB) considered this matter at their February 5, 2011 meeting. No members of the public provided testimony. The Transportation Advisory Board discussed the existing multi-use loading zone relative to the recently installed truck loading area along the centerline of Chicago Avenue. Following their discussion, TAB voted to recommend removal of the valet parking transfer zone on Chicago Avenue in front of the former site of Rosebud of Naperville (Approved 7-0).

RECOMMENDATION:

Approve the removal of the valet parking transfer zone on the south side of Chicago Avenue located from a point 58 feet east of Main Street to a point 121 feet east of Main Street (in front of the former site of Rosebud of Naperville).

ATTACHMENTS:

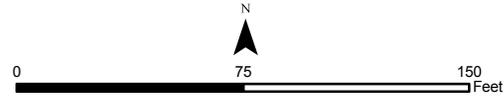
1. Removal of the Chicago Avenue Valet Parking Transfer Zone – Attachment 1 Location Map
2. Draft Transportation Advisory Board Meeting Minutes of February 5, 2011

*Removal of the Valet Parking Transfer Zone on the South Side of Chicago Avenue
February 15, 2011
Page 3 of 3*

City of Naperville MULTI-USE LOADING ZONE - CHICAGO AVENUE AND MAIN STREET



Transportation, Engineering and Development Business Group
Questions Contact (630) xxx-xxxx
www.naperville.il.us
December 2010



This map should be used for reference only. The data is subject to change without notice. City of Naperville assumes no liability in the use or application of the data. Reproduction or redistribution is forbidden without expressed written consent from the City of Naperville.



**NAPERVILLE TRANSPORTATION ADVISORY BOARD
MINUTES OF FEBRUARY 5, 2011**

Call to Order **8:00 a.m.**

A. Roll Call

Present: Chairman Frost, Jaynes, McIntosh, Perillo, Polites, Wencel, Wilson, Student Representative Vitello

Absent: Chiglo, Collins, Stamm, Student Representative Hinch, Student Representative Sailesh

Staff Present: Project Manager Rory Fancler, Sgt. Lee Martin

B. Minutes Approve the minutes of December 4, 2010 as amended. Scribner’s error noted on page 1 of minutes.

Motion by: McIntosh
 Second by: Perillo Approved
(7 to 0)

C. Public Forum None

D. Old Business None

E. Public Hearings None

F. Reports and Recommendations

F1. City Council Report Chairman Frost noted the summary of the City Council meetings provided with the December meeting minutes.

F2. BPAC Report Jaynes noted that the Bicycle and Pedestrian Advisory Committee (BPAC) had not met during the month of December or January. The next BPAC meeting is scheduled for February 21, 2011.

F3. Police Dept. Report None

F4. Hugo’s Frog Bar & Fish House – Request for Daytime Weekend Valet Operation

F5. Recommendation for Ford Lane and Baker Lane Neighborhood Speed Limit 25 MPH

F6. Recommendation for Parking Restrictions on Danlaur Court

F7. Removal of the Valet Parking Transfer Zone on the South Side of Chicago Avenue

Project Manager Rory Fancier gave an overview of the request to remove the valet parking transfer zone on the south side of Chicago Avenue. Fancier noted that with removal of the valet transfer zone, the existing multi-use loading zone would remain in place.

Transportation Advisory Board Discussion:

- McIntosh indicated support for the removal of the valet transfer zone; however, questioned the need for two truck loading zone areas on Chicago Avenue. McIntosh noted that Chicago Avenue was recently restriped to allow for loading activity in the center of the road. Requested data regarding frequency of truck loading/unloading activity on Chicago Avenue.

Public Testimony: None

The Transportation Advisory Board moved to recommend approval of removal of the valet parking transfer zone on the south side of Chicago Avenue.

Motion by: McIntosh Approved
Seconded by: Wencel (7 to 0)

The Transportation Advisory Board moved to table the multi-use loading zone and requested empirical data regarding frequency of truck loading/unloading activity on Chicago Avenue.

Motion by: McIntosh Approved
Seconded by: Jaynes (7 to 0)

F8. Bicycle and Pedestrian Advisory Committee Appointment

G. Correspondence

G1. MM Item: Daily Fee Parking Machine Installation

G2. MM Item: New Daily Fee Parking Machine Smart Cards Now Available

H. New Business None

I. Adjournment

8:19 a.m.

Motion by: Wencel Approved
Second by: Jaynes (7 to 0)



Naperville

CITY COUNCIL AGENDA ITEM

SUBJECT: Hugo's Frog Bar & Fish House - Request for Daytime Weekend Valet Operation

TYPE OF VOTE: Simple Majority

ACTION REQUESTED:
Extend the valet service operation hours for Hugo’s Frog Bar & Fish House on Saturdays and Sundays to 11 a.m. to 2 a.m. (currently 5 p.m. to 2 a.m., Sunday through Saturday).

BOARD/COMMISSION REVIEW:
The Transportation Advisory Board (TAB) considered this request on February 5, 2011 and recommended approval of the revised valet parking permit for Hugo’s Frog Bar & Fish House to allow extended valet service operation on Saturdays and Sundays, from 11 a.m. to 2 a.m. (Approved, 7-0).

COUNCIL ACTION PREVIOUSLY TAKEN:

Date	Item No.	Action
7/6/2004	J2	Approved a valet parking transfer zone on the north side of Van Buren Avenue for Hugo’s Frog Bar & Fish House (7-0).
5/15/2007	H11	Passed Ordinance 07-111 establishing the permissible hours of valet service operation between 11 a.m. and 2 a.m.

DEPARTMENT: TED Business Group

SUBMITTED BY: Rory Fancler, Project Manager

FISCAL IMPACT:
\$250 annual revenue for valet permit fee
\$300 one-time cost to replace three existing valet transfer zone signs on Van Buren Avenue

BACKGROUND:
In August 2003, the City Council approved Ordinance No. 03-178 establishing regulations to provide for the safe operation of valet parking services in downtown Naperville during the hours of 5 p.m. to 2 a.m. On May 15, 2007, the City Council approved an amendment to the valet

parking ordinance to establish the permissible hours of valet service operation between the hours of 11 a.m. and 2 a.m. (Ordinance No. 07-111).

On July 6, 2004, City Council approved a valet transfer zone on the north side of Van Buren Avenue for Hugo's Frog Bar & Fish House. Since that time, Hugo's Frog Bar & Fish House has provided valet service from 5 p.m. to 2 a.m. daily (Monday through Sunday). Management for Hugo's Frog Bar & Fish House (55 S. Main Street) recently submitted a request to modify their existing valet parking permit to include daytime valet parking, from 11 a.m. to 2 a.m., on Saturday and Sunday; valet service Monday through Friday would continue to be provided from 5 p.m. to 2 a.m.

DISCUSSION:

Consistent with the permitted hours of valet service operation outlined in the Naperville Municipal Code (11 a.m. to 2 a.m.), Sullivan's Steakhouse and Hugo's Frog Bar & Fish House were permitted through staff approval to temporarily expand their valet service in order to offer daytime valet parking on Saturdays and Sundays between Thanksgiving and Christmas. Similar requests for temporary expansion of valet parking have been granted to Rosebud's (December 2008) and Sullivan's Steakhouse (December 2009).

Following the holiday season, Hugo's Fog Bar & Fish House indicated they would like to permanently add daytime weekend valet service to their regular operation. City staff recommends approval of this request as it is consistent with the valet parking ordinance and will provide downtown customers with an alternate daytime parking option on Saturdays and Sundays.

Mr. Valet/Midor's Valet, the existing valet service provider for Hugo's Frog Bar & Fish House, will park vehicles at St. John's Place (29 S. Webster Street) just as they do for their current valet operations. St. John's Place is an office building with limited activity on Saturdays and Sundays; therefore, no parking impacts are anticipated with the expanded valet service operation.

Transportation Advisory Board

The Transportation Advisory Board (TAB) considered this matter at their February 5, 2011 meeting. No members of the public provided testimony. Patrick Houlihan, Managing Partner for Hugo's Frog Bar & Fish House, provided testimony during the meeting, and noted that the valet parking would provide an additional parking option for lunchtime restaurant patrons, as well as visitors to downtown Naperville. Following their discussion, TAB voted to recommend approval of the extended valet service operation for Hugo's Frog Bar & Fish House (Approved 7-0).

RECOMMENDATION:

Extend the valet service operation hours for Hugo's Frog Bar & Fish House on Saturdays and Sundays to 11 a.m. to 2 a.m. (currently 5 p.m. to 2 a.m., Sunday through Saturday).

ATTACHMENTS:

Attachment 1 - Request letter from Hugo's Frog Bar & Fish House

Attachment 2 - Draft TAB Minutes February 5, 2011

HUGO'S FROG BAR & FISH HOUSE

Dear Ms. Urban,

As you already know, Hugo's Frog Bar and Fish House wishes to extend the existing valet service to include Saturday and Sunday from 11am to 5pm.

While we appreciate the approval of our temporary holiday valet hours, we believe that continuing to provide valet service to our loyal customers after the holidays would benefit all parties concerned. Not only would the extended service benefit us in the obvious ways, it would also make available many additional parking spaces in the Van Buren garage.

The weekends are a busy time in the downtown area, especially once the weather warms up, and the convenience of valet parking at Hugo's would surely please our patrons and shoppers. Our lot is currently located at St. John's Place, 29 S. Webster. Thank you for taking the time to read this request and we hope to hear from you soon.

Sincerely,



Patrick Houllihan
Managing Partner





**NAPERVILLE TRANSPORTATION ADVISORY BOARD
MINUTES OF FEBRUARY 5, 2011**

Call to Order

8:00 a.m.

A. Roll Call

Present: Chairman Frost, Jaynes, McIntosh, Perillo, Polites, Wencel, Wilson, Student Representative Vitello
Absent: Chiglo, Collins, Stamm, Student Representative Hinch, Student Representative Sailesh
Staff Present: Project Manager Rory Fancler, Sgt. Lee Martin

B. Minutes

Approve the minutes of December 4, 2010 as amended. Scribner's error noted on page 1 of minutes.

Motion by: McIntosh
Second by: Perillo

Approved
(7 to 0)

C. Public Forum

None

D. Old Business

None

E. Public Hearings

None

F. Reports and Recommendations

F1. City Council Report

Chairman Frost noted the summary of the City Council meetings provided with the December meeting minutes.

F2. BPAC Report

Jaynes noted that the Bicycle and Pedestrian Advisory Committee (BPAC) had not met during the month of December or January. The next BPAC meeting is scheduled for February 21, 2011.

F3. Police Dept. Report

None

F4. Hugo's Frog Bar & Fish House – Request for Daytime Weekend Valet Operation

Project Manager Rory Fancler gave an overview of the request for extended valet service operation to allow for valet parking on Saturday and Sunday from

ATTACHMENT 2

Transportation Advisory Board
February 5, 2011
Page 2 of 2

11 a.m. to 2 a.m. Fancier noted the request is consistent with the permissible hours of valet service defined by the Naperville Municipal Code.

Patrick Houlihan (25933 Campbell Lane, Plainfield), Managing Partner, Hugo’s Frog Bar & Fish House

- Complimentary valet provides parking option for patrons of downtown Naperville and Hugo’s Frog Bar & Fish House
- Daytime weekend valet will provide option for lunch patrons of the restaurant and downtown patrons

Transportation Advisory Board Discussion:

- Confirmed the requested hours of operation are permitted under the Naperville Municipal Code.
- Inquired about Downtown Naperville Alliance (DNA) input.

Public Testimony: None

The Transportation Advisory Board moved to recommend approval of the extended valet parking operation for Hugo’s Frog Bar & Fish House to include Saturday and Sundays from 11 a.m. to 2 a.m. [Note: The valet parking operation will continue to occur Monday through Friday from 5 p.m. to 2 a.m.]

Motion by: Wilson	Approved
Seconded by: Wencel	(7 to 0)

F5. Recommendation for Ford Lane and Baker Lane Neighborhood Speed Limit 25 MPH

F6. Recommendation for Parking Restrictions on Danlaur Court

F8. Bicycle and Pedestrian Advisory Committee Appointment

G. Correspondence

G1. MM Item: Daily Fee Parking Machine Installation

G2. MM Item: New Daily Fee Parking Machine Smart Cards Now Available

H. New Business None

I. Adjournment 8:19 a.m.

Motion by: Wencel	Approved
Second by: Jaynes	(7 to 0)



Naperville

CITY COUNCIL AGENDA ITEM

SUBJECT: PC 10-1-138 – Naperville United Methodist Church

TYPE OF VOTE: Simple Majority

ACTION REQUESTED:
Pass the ordinance approving a conditional use in accordance with Section 6-2-29 (Public Assembly Uses) of the Naperville Municipal Code for the purpose of operating a religious institute, Naperville United Methodist Church, PC 10-1-138.

BOARD/COMMISSION REVIEW:
At their January 19, 2011 meeting, the Plan Commission recommended approval of the request for a conditional use for a religious institution in the I (Industrial) District. The Plan Commission also recommended approval of building elevations and landscape plans for the subject property (Approved 7-0). Staff concurs.

COUNCIL ACTION PREVIOUSLY TAKEN:

Date of Action	Item No.	Action
N/A	N/A	N/A

DEPARTMENT: TED Business Group – Planning Services Team

SUBMITTED BY: Katie Forystek, AICP, Community Planner

FISCAL IMPACT:
N/A

BACKGROUND:
The subject property consists of one lot located on the north side of Diehl Road, adjacent to the Illinois Prairie Path and Interstate 88, totaling approximately 14.78 acres. The property is presently vacant and zoned I (Industrial) District. The properties to east and west are also zoned I and are improved with warehouse uses. The property to the south is zoned R1A (Low Density Single-Family Residence) District and is improved with townhomes.

The petitioner, Naperville United Methodist Church, is seeking approval of a conditional use for the purposes of constructing and operating a religious facility in the I (Industrial) District.

DISCUSSION:

Site Plan

The petitioner, Naperville United Methodist Church, proposes to construct an 11,621 square foot building for the purposes of operating a religious facility. The religious facility will accommodate a 252 seat worship space in conjunction with classroom space and a nursery to be used on Sundays only. The petitioner has provided a detailed description of the church's proposed operations (Attachment 1).

Additionally, the site plan includes future planned uses on-site and expansion of the existing parking lot. The petitioner does not intend to make these modifications at this time and doing so will require the petitioner to request an amendment to the conditional use in the future.

Parking

The proposed 11,621 square foot religious facility requires a total of 95 off-street parking spaces. Parking on the subject property (110 spaces) is adequate to serve all proposed uses of the space (Table 1: Naperville Parking Requirements).

Use	Square feet / # of seats	Parking Ratio	Required Stalls
Worship Seats	252 seats	1/3 seats	84
Nursery Space	518 sf	4/1,000	2
Office Space	773 sf	3.3/1,000	3
Classroom Space	1,537	4/1,000	6
Total Required			95
Total Proposed On-Site			110

Design Elements

The proposed landscape plan complies with the requirements of the Municipal Code and provides for perimeter landscaping and a variety of plantings adjacent to the buildings. Additionally, the petitioner intends to preserve the existing trees around the perimeter of the site.

Staff finds that the proposed building elevations incorporate several decorative elements including wall mounted lighting, a pronounced entrance feature facing Diehl Road and windows on all four facades. Additionally, the petitioner has proposed a building that is sensitive in form to the surrounding context including the adjacent warehouse buildings and residential townhomes on the south side of Diehl Road.

Conditional Use/Land Use

In 2007, the City Council adopted regulations pertaining to public assembly uses (includes religious institutions) with the intent of creating greater opportunities for the location of public assembly uses when it can be determined that the proposed use will not result in a detrimental impact to the industrial district or the intent of the comprehensive plan.

As a result, religious institutions are permitted to locate in the I (Industrial) District in conjunction with approval of a conditional use. Staff has reviewed the petitioner's proposal and finds that the requested religious use is complementary to the surrounding uses and will not

Naperville United Methodist Church – PC Case #10-1-138

February 15, 2011

Page 3 of 3

adversely impact the character of the area. Moreover, the petitioner's proposal complies with all applicable portions of the Municipal Code, Section 6-2-29 (Public Assembly Uses) and does not require approval of any variances.

The petitioner has provided a response to Section 6-3-8:2 (Standards for Granting a Conditional Use), which is included as Attachment 2. Staff generally concurs with the petitioner's findings. Staff's findings related to the conditional use request are attached for reference (Attachment 3: Standards for Granting a Conditional for a Public Assembly Use).

Plan Commission Action

The Plan Commission conducted the public hearing for this case on January 19, 2011. One member of the public provided testimony and sought clarification on whether or not an Environmental Impact Statement is required and whether or not the existing detention pond is adequately sized to serve the proposed church. The petitioner's Engineer responded indicating that the detention facility meets the city's requirements and will be required to complete final engineering prior to beginning work on-site. The Plan Commission closed the public hearing and discussed the maintenance responsibility of the stormwater detention ponds, access to the site off of Diehl Road and inquired whether there are any plans to widen Diehl Road. The petitioner stated that it would be the church's responsibility to maintain the detention ponds which serve the subject property as well as the adjacent property to the east. Staff noted that the Engineering Team and Fire Department have no issues with the existing or proposed access to the site. After discussion, the Plan Commission recommended approval of the request for a conditional use to locate a religious institute in the I District (7-0, approved). Staff concurs.

RECOMMENDATION:

Pass the ordinance approving a conditional use in accordance with Section 6-2-29 (Public Assembly Uses) of the Naperville Municipal Code for the purpose of operating a religious institute, Naperville United Methodist Church, PC 10-1-138.

ATTACHMENTS:

- 1) Naperville United Methodist Church – Attachment 1: Operations Summary – PC 10-1-138
- 2) Naperville United Methodist Church – Attachment 2: Petitioner's Findings of Fact – PC 10-1-138
- 3) Naperville United Methodist Church – Attachment 3: Standards for Granting a Conditional for a Public Assembly Use – PC 10-1-138
- 4) Naperville United Methodist Church – Plan Commission Minutes – PC 10-1-138
- 5) Naperville United Methodist Church – Ordinance – PC 10-1-138
- 6) Naperville United Methodist Church – Ordinance Exhibit A: Legal Description – PC 10-1-138
- 7) Naperville United Methodist Church – Ordinance Exhibit B: Location Map – PC 10-1-138
- 8) Naperville United Methodist Church – Ordinance Exhibit C: Site and Landscape Plan – PC 10-1-138*
- 9) Naperville United Methodist Church – Ordinance Exhibit D: Building Elevations – PC 10-1-138*
- 10) Naperville United Methodist Church – Floor Plan – PC 10-1-138
- 11) Naperville United Methodist church – Public Correspondence – PC 10-1-138

**Large copies have been provided to the City Council offices for viewing.*

October 7, 2010 (Revision 11/23/10: Add Weekday Operation v. Parking on next page)

Naperville (Korean) United Methodist Church

Senior Pastor: Rev. Kwan Woo Park

Superintendent of Aurora District: Rev. Diana M. Facemyer

Planned Operation of Naperville UMC (incorporated) at Diehl Road Location

Hours of Operation		Est. No. of Attendance	
		2011(3Q)	2014
Adults Worship	Sunday 10:45am Main Sanctuary	90	180
Sunday School/Worship			
Nursery	Sunday 10am	10	20
Korean Language Class	Sunday 10-11am	(20)	(45)
Children Class (K-G5)	Sunday 11am	30	60
Youth Class (G6-12)	Sunday 11am	20	40
English Ministry (for College to Young Professionals)	Sunday 11am	15	40
Sunday Fellowship for All	12:15-1:30pm	165 Sum of above	340 Sum of above
Early Morning Prayer Meeting and Service	Tue-Friday 5:30am Saturday 6:00am	20 40	50 70
Mid-Week Worship	Wednesday 7:30p		
Weekday Seminars (Open to Community)	TBA		
Bible Studies	Friday 10am Friday 7:30pm Sunday 1:15pm	25 15 15	

A brief history:

The Naperville (Korean) UMC was established in January 6, 2008 by merging two Korean churches, namely, the Asbury UMC in Villa Park after 33 years of operation in its own church building at 350 N. Addison Ave, and the DuPage Korean UMC which had been renting the Wesley UMC building for 23 years at 21 E. Franklin Ave in Naperville. We are currently renting spaces at the Koten Chapel and Larrance Academic Hall from North Central College.

It has been our aspiration and hope that we operate a good size of church in Naperville that can carry out the role of light and salt. We have searched numerous churches in Naperville but nothing was available for sale. Our best remaining option is to build a church on the Diehl Rd Land.

Attachment 1

-1of 2-

**11/23/10 Additional Statement of Naperville UMC Operation
in response to the City's TED-Planning Comment #9 for Site Plan:**

Site Plan Comment #9: Parking: Provide additional information on the following:

- Use of Nursery room:
It will not be operated as a daycare facility at all; it will be only operated during times when worship services are being held.

 - Use of Classrooms during weekdays is usually at off-hours and in low traffic volumes as shown in the following church schedule:
 - a) No classroom usages on Mondays
 - b) Early Morning Prayer meeting and Worship Services:
 - Tuesdays ~ Fridays: 5:30am-6:30am for 20-50 people at Classroom-1&2
 - Saturdays: 6:00am-7:30am for 40-70 people at Classroom-1&2 or Main sanctuary
 - c) Bible Studies:
 - Friday morning class: 10am-12pm for up to 25 people at Classroom-4
 - Friday evening class: 7:30pm-9:30pm for about 20 people at Classroom-4
- Parking lots will be lit during the early morning and late evening hours for sure.

11/23/10 dkk

Attachment 1

-2 of 2-

NAPERVILLE UNITED METHODIST CHURCH

STATE OF ILLINOIS)
)
COUNTIES OF DUPAGE & WILL)
)
CITY OF NAPERVILLE)

REVISED
PETITION TO GRANT A CONDITIONAL USE

The undersigned Petitioner, Naperville United Methodist Church, represents to the City of Naperville that it is the contract purchaser of the real property legally described in **Exhibit A** and depicted on **Exhibit B**, which exhibits are attached hereto and incorporated herein by reference (hereinafter referred to as the "Subject Property"), and that it proposes to construct a religious institution on the Subject Property. In order to develop the Subject Property, the Petitioner respectfully petitions the City of Naperville to grant (a) a Conditional Use for a Public Assembly Use pursuant to Sections 6-3-8, 6-2-29, and 6-8C-3.36 of the Zoning Regulations of the Naperville Municipal Code and (b) any requisite zoning and/or subdivision and/or landscape deviations and/or variances associated with the requested Conditional Use.

In support of this Petition, the Petitioner represents to the City of Naperville as follows:

1. That the Petitioner, Naperville United Methodist Church, whose address is 2690 Bonita Court, Lisle, Illinois, is the contract purchaser of the Subject Property.
2. That Center Point Properties Trust, whose offices are located at 1808 Swift Drive, Oak Brook, Illinois, is the owner of the Subject Property.
3. That the Subject Property consists of 14.7767 acres and is located on the north side of Diehl Road, adjacent to the Illinois Prairie Path, and is within the corporate boundaries of

the City of Naperville.

4. That the Subject Property is zoned I (Industrial District).
5. That the Subject Property is vacant, but is improved with two stormwater management basins, a conservation area and a driveway.
6. That the existing land uses surrounding the Subject Property are as follows:
North: East –West Tollway/Warehouse/Agriculture
South: Townhomes
East: Warehouse
West: Illinois Prairie Path/Warehouse.
7. That the Petitioner proposes to construct and maintain a religious institution on the Subject Property as depicted on **Exhibit B**.
8. That the Petitioner requests a Conditional Use for a Public Assembly Use so as to allow the Subject Property to be developed for a religious institution.
9. That granting the requested Conditional Use is appropriate, under Section 6-3-8:2 of the Zoning Regulations of the Naperville Municipal Code based on the following factors:
 - a. *The establishment, maintenance or operation of the conditional use will not be detrimental to, or endanger the public health, safety and general welfare.*

The area in which the Subject Property is located consists of a mix of land uses – residential developments and a golf course to the south, the East-West Tollway to the north, the Illinois Prairie Path to the west, and warehouse/commercial uses to the east, west and north. The proposed religious institution is a low intensity use with its greatest utilization on weekends. It should not negatively impact the surrounding area nor traffic flow on Diehl Road. Further, the Northwest Sector Plan recommends a full-range of community facilities to support the area. Therefore, the proposed Conditional Use will not be detrimental to or endanger the public health, safety and general welfare.

- b. *The conditional use will not be injurious to the use and enjoyment of other property in the immediate area for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood.*

The Subject Property is located in a mixed use area of the City. The proposed use is low intensity in nature. It is also surrounded on two sides by the East-West Tollway and the Illinois Prairie Path.

- c. *The establishment of the conditional use will not impede the normal and orderly development and improvement of the adjacent property for uses permitted in the district.*

The Subject Property is already partially developed and is surrounded by properties which are already developed. Therefore, the proposed Conditional Use will not negatively impact the normal and orderly development and improvement of adjacent properties for uses permitted in the I District.

WHEREFORE, by reason of the foregoing, the Petitioner requests the City Council and Plan Commission take the necessary steps to grant (a) a Conditional Use for a Public Assembly Use pursuant to Sections 6-3-8, 6-2-29, and 6-8C-3.36 of the Zoning Regulations of the Naperville Municipal Code and (b) any requisite zoning and/or subdivision and/or landscape deviations and/or variances associated with the requested Conditional Use for the Subject Property as legally described on **Exhibit A** and depicted on **Exhibit B**.

**Standards for Granting a Conditional Use for a Public Assembly Use
(Section 6-2-29)**

Total square footage of the proposed use

The proposed public assembly use contains 11,621 square feet of floor area and is significantly smaller in size than the adjacent warehouse buildings to the east (339,778 sf) and west (325,050 sf). The limited size of the proposed building, even if a future expansion were constructed, is significantly less than the surrounding warehouse users proving that this public assembly use is small in scale among users in the district; therefore, will not become a primary user but remain an accessory use in the I District.

Size of the parcel

The subject property encompasses approximately 14.78 acres. In comparison, the property located to the east is 22.7 acres while the property to the west is 29 acres. Both properties to the east and west are substantially larger than the subject property making them more attractive for large scale office or warehouse development. In addition to the size of the parcel, the subject property is triangular shaped, lacks frontage along Interstate 88 and has a significant conservation easement along the frontage of the property requiring a front yard setback of over 100'. Additionally, the proposed building and scale of the church allows for operations without impacting the conservation easement.

Peak hours of operation and impact on adjacent uses

The peak worship times for Naperville United Methodist Church will not take place during general business operating hours Monday-Friday, thereby having minimal impact on adjacent businesses. Additionally, the large front yard setback provides adequate separation between the proposed church and residential uses on the south side of Diehl Road.

Primary and accessory uses of the operation

The facility will primarily be used for religious assembly uses. Additional classes and prayer meetings are outlined in Attachment 1 and are accessory to the primary religious assembly use.

Parking demand and available private parking supply

In accordance with Section 6-9-3 (Off-Street Parking) of the Municipal Code, the proposed use requires 95 parking stalls. The parking supply is based on the number of worship seats in conjunction with the proposed classroom, office and nursery space. The petitioner has proposed to construct 110 parking stalls (15 more than required to satisfy their anticipated peak demand).

Traffic generation and adjacent roadway capacity

The subject property will have direct access onto Diehl Road, which is a minor arterial. The surrounding area is comprised of industrial and residential uses which experience their traffic peaks during the traditional weekday morning and evening rush hours (8 am and 5 pm). Therefore, the existing roadway network will not be negatively affected by the proposed facility.

Maximization of the highest and best use for the subject property and/or building

Staff finds that the proposed public assembly use is appropriate on the property where it is proposed due to limiting physical conditions of the property including a triangular shape, lack of

Interstate 88 frontage and the required large front setback due to the on-site conservation easement. Additionally, the adjacency of the Illinois Prairie Path is a complimentary use and amenity that the church and its patrons can take advantage of.

Preservation and enhancement of tax generating potential of the zoning district

Despite the fact that the proposed use will not directly generate additional tax revenue for the city, regional monetary benefits may be realized through the petitioner's proposal. Due to the property's proximity to Route 59 and the Interstate 88 Route 59 exit, the church has the potential to draw patrons from other communities who may create benefits for businesses along Route 59 on weekends (off-peak industrial operating hours).

Extent to which the proposed use, structure, and site design results in an efficient and creative use of the subject property.

The proposed design complies with the city's standards. The property will be accessible via Diehl Road from two separate access points. This design will provide efficiencies for entering and exiting the site for both patrons of the church as well as emergency vehicles, if necessary. Additionally, the petitioner has chosen to preserve the existing perimeter trees to maintain to the character of the area and provide screening from adjacent uses.

Other criteria determined to be necessary to assess compliance with Section 6-3-8 of this Title

The proposed operations of the Naperville United Methodist Church will not impose any undue impacts on the character of the surrounding area. Furthermore, the contributing unique physical characteristics on the site are not present on other vacant parcels in the immediate area; therefore, will not impede normal and orderly development intended in Industrial Districts.



**NAPERVILLE PLAN COMMISSION
DRAFT MINUTES OF JANUARY 19, 2011**

Call to Order

7:01 p.m.

A. Roll Call

Present: Bruno, Trowbridge, Messer, Gustin, Edmonds, Herzog, Meyer, Meschino

Student Members: Uber, Wallace (7:25), Schoch (7:25)

Staff Present: Planning Team – Emery, Forystek, Liu

D. Public Hearings

**D1. Naperville
United Methodist
Church
PC Case # 10-1-138**

Katie Forystek, Planning Services Team, gave an overview of the request.

Kathleen C. West, Attorney, Dommermuth, Brestal, Cobine and West, 123 Water Street, representing the petitioner, described the request in detail, noting the unique site attributes that make it a challenging industrial development site (e.g., irregular shape, natural features and limited toll way visibility).

Plan Commission Questions/Comments:

- Stormwater ponds on the property.
Petitioner confirmed that the two existing detention basins provide stormwater drainage for the adjacent properties as well as the subject property. Ponds have adequate capacity to accommodate existing uses and proposed church. The church is responsible for the maintenance for the facilities on its property though costs may be shared with adjacent property owners.
- Purpose of the conservation easement.
Petitioner clarified that it is for wetland for mitigation.
- Plans to widen Diehl Road and impact the church will have on traffic flow.
Staff confirmed that there are no plans to widen Diehl Road adjacent to the subject property and engineering has no concerns with traffic generation related to the proposed church use. Petitioner noted that the proposed church will have less of a traffic impact than if the parcel were developed for an office or warehouse use as previously planned.
- Access
Petitioner confirmed access is acceptable to meet their needs. Staff confirmed two points of access are provided in accordance with code requirements. It was also noted access has been reviewed and approved by engineering staff and fire department.

Public Testimony:

Joseph Sheehan – 5S512 Innisbrook Drive, Naperville

- Asked if environmental impact statement has been done
- Expressed concerns about stormwater management and pond capacity after major storm events.

Petitioner Response to Public Testimony:

- No building is proposed within any existing stormwater or conservation area.
- The proposed use offers a smaller footprint, and less stormwater impact, than original plan for industrial/office uses of the site.
- Proposed use will allow for a larger buffer from wetland areas.
- Because no modification to wetland or conservation area an Environmental Impact Study is not required.

The Plan Commission closed the public hearing.

Plan Commission Discussion:

- Gustin – Expressed support for request. Believes the church is a better use next to the Prairie Path than an industrial building. She also feels the smaller building footprint is more compatible with the wetland on the property and stormwater needs have been accounted for.
- Messer – Expressed his support for request. Noted the site is a challenging parcel and the proposal integrates features well.
- Edmonds – Clarified that action on this case does not set a precedent to incorporate smaller churches in industrial areas. This is a special circumstance because the property is unique. The Municipal Code allowance for public assembly uses in the industrial district is meant to be limited and generally accommodate larger uses.

Motion to Approve PC Case # 10-1-138.

Motion by: Gustin

Second: Herzog

Approved
(8 to 0)

P.I.N.:
07-04-303-003

PREPARED BY:

**CITY OF NAPERVILLE
LEGAL DEPARTMENT
630/420-4170**

RETURN TO:

**CITY OF NAPERVILLE
CITY CLERK'S OFFICE
P.O. BOX 3020
400 SOUTH EAGLE STREET
NAPERVILLE, IL 60566-7020**

P.C. Case #10-1-138

ORDINANCE NO. 11 - ____

**AN ORDINANCE APPROVING A CONDITIONAL USE
FOR A RELIGIOUS INSTITUTION
NAPERVILLE UNITED METHODIST CHURCH**

WHEREAS, Center Point Properties Trust is the owner of the real property located on the north side of Diehl Road, adjacent to the Illinois Prairie Path, commonly known as 2403 W. Diehl Road, legally described in **Exhibit A** and depicted on **Exhibit B** (“Subject Property”); and

WHEREAS, Naperville United Methodist Church has petitioned the City of Naperville for approval of a conditional use for a public assembly use in the I (Industrial) District in accordance with Section 6-2-29 (Public Assembly Uses) of the Naperville Municipal Code in order to allow for the construction and operation of a 11,621 square foot religious institution; and

WHEREAS, on January 19, 2011, the Plan Commission held a public hearing and provided a positive recommendation (7-0, approved) for a conditional use for Naperville United Methodist Church; and

WHEREAS, the City Council has determined that the conditional use for a religious institution for Naperville United Methodist Church should be approved subject to the conditions set forth in this Ordinance.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NAPERVILLE, DUPAGE AND WILL COUNTIES, ILLINOIS, in exercise of its home rule powers, as follows:

SECTION 1: A conditional use for a religious institution per Section 6-8C-3 or Section 6-2-29 is hereby granted for the Subject Property.

SECTION 2: The Site and Landscape Plan for Naperville United Methodist Church, attached to this Ordinance as **Exhibit C** is hereby approved.

SECTION 3: The Building Elevations for Naperville United Methodist Church, attached to this Ordinance as **Exhibit D** are hereby approved.

SECTION 4: The approvals set forth in this Ordinance are subject to all conditions and requirements set forth in of Title 6 (Zoning) and Title 7 (Subdivision Regulations) of the Naperville Municipal Code, as amended, and to all supporting documents and exhibits contained as a part of the record.

SECTION 5: This Ordinance shall be in full force and effect upon its passage and approval.

PASSED this _____ day of _____, 2011.

AYES:

NAYS:

ABSENT:

APPROVED this _____ day of _____, 2011.

A. George Pradel
Mayor

ATTEST:

Pam LaFeber, Ph.D.
City Clerk

NAPERVILLE UNITED METHODIST CHURCH
LEGAL DESCRIPTION

LOT 1 IN THE FINAL PLAT OF SUBDIVISION DIEHL ROAD 41 ACRE SITE, BEING A SUBDIVISION IN SECTION 4, TOWNSHIP 38 NORTH, RANGE 9 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED FEBRUARY 16, 2001 AS DOCUMENT R2001-026349, IN DUPAGE COUNTY, ILLINOIS.

PIN NO. 07-04-303-003

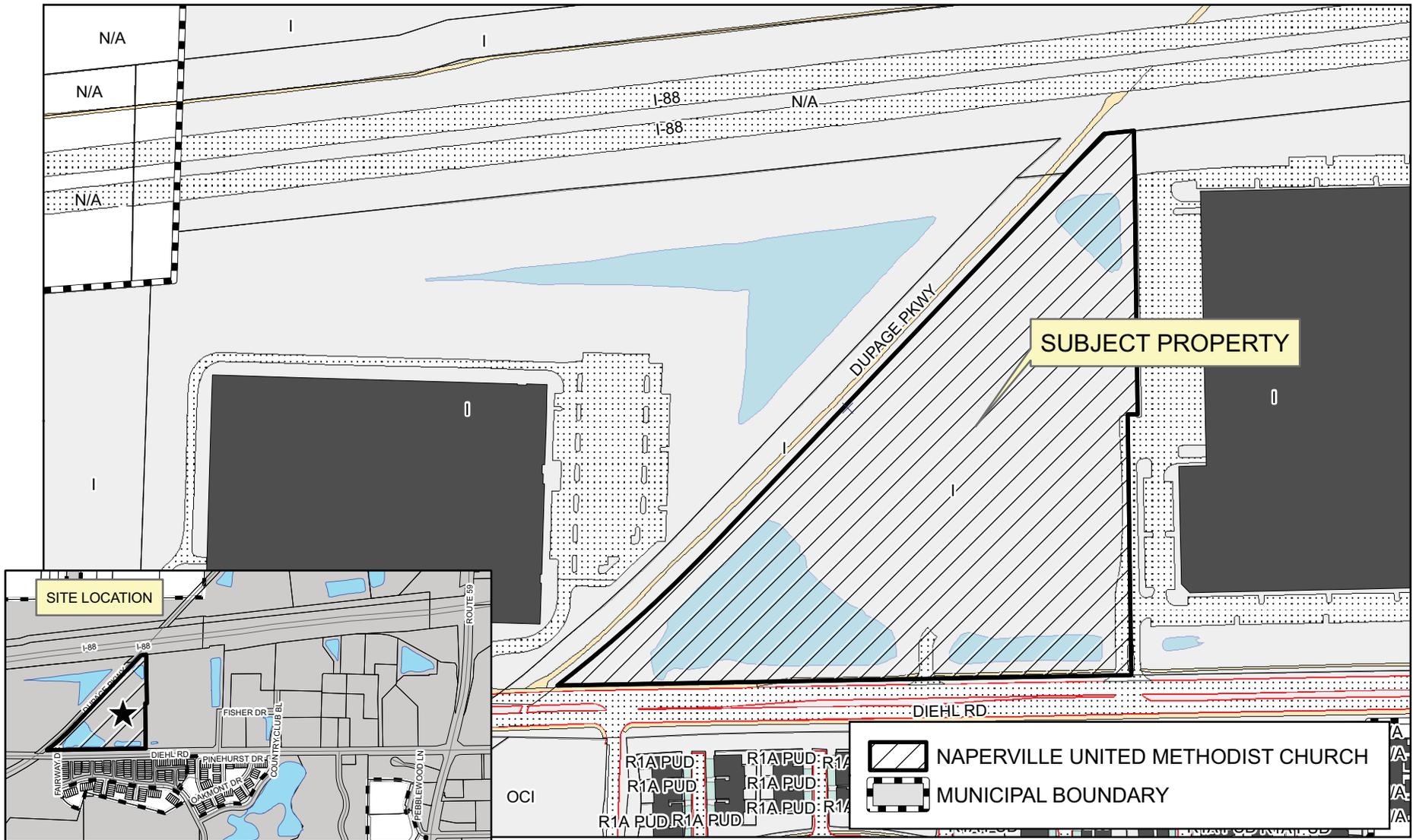
ADDRESS: 2403 W. Diehl Road
Naperville, IL 60563

Exhibit A

147115/1

- 1 -

City of Naperville NAPERVILLE UNITED METHODIST CHURCH




 Transportation, Engineering and Development Business Group
 Questions Contact (630) 420-6694
 www.naperville.il.us
 January 2011



This map should be used for reference only.
 The data is subject to change without notice.
 City of Naperville assumes no liability in the use or application of the data. Reproduction or redistribution is forbidden without expressed written consent from the City of Naperville.

NEW CONSTRUCTION AT:



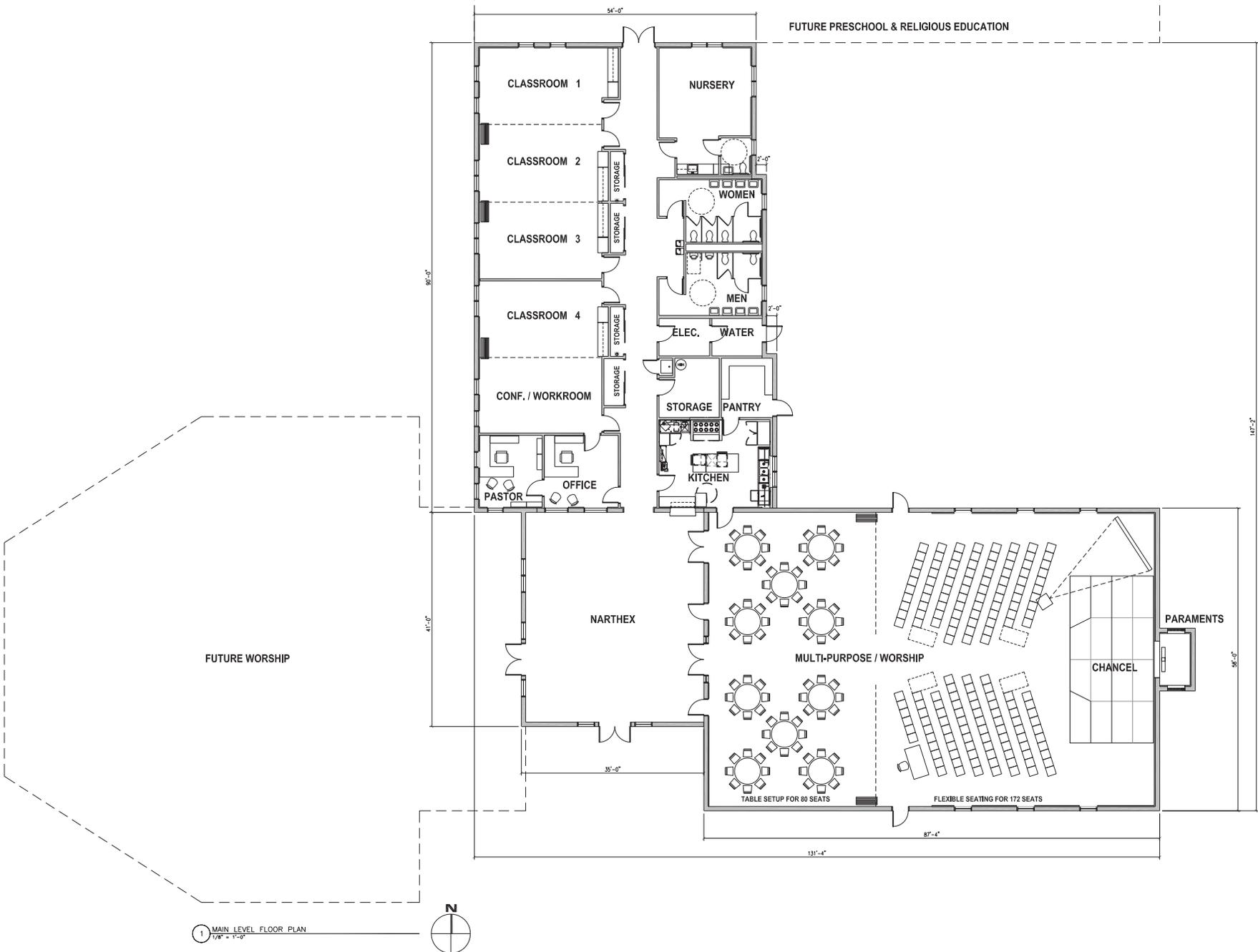
JACOB, NICKOLA & ASSOCIATES LTD.
 ARCHITECTS
 1000 WEST 10TH AVENUE
 SUITE 200
 DENVER, CO 80202
 WWW.JACOB-NICKOLA.COM

NO.	DESCRIPTION	DATE
1	ISSUE FOR PERMIT	12/17/10
2	ISSUE FOR REVIEW	12/17/10

VIEW FROM DIEHL ROAD

DATE:	-
JOB NUMBER:	1016
A-5	





1 MAIN LEVEL FLOOR PLAN
1/8" = 1'-0"

NEW CONSTRUCTION AT:
NAPERVILLE UNITED METHODIST CHURCH
 WEST DIEHL ROAD
 NAPERVILLE, ILLINOIS



JAEDER, NICKOLA & ASS
 ARCHITECTS
 330 S. HIGHWIDE ROAD
 PARK RIDGE, IL 60468
 847.632.6166 FAX
 WWW.JAEDER-NEE.COM

Page: 161 - Agenda Item: I.12.

NO.	DESCRIPTION
1	FLOOR PLAN

DATE: -
 JOB NUMBER: 1016

10/11/2010 10:58:10 AM



Forest Preserve District of DuPage County

35580 Naperville Road • Wheaton, IL 60189-8761 • 630.933.7200 • Fax 630.933.7204 • TTY 800.526.0857

December 16, 2010

Plan Commission
City of Naperville
400 S. Eagle Street
Naperville, Illinois 60540

Re: Public Hearing Notice on proposed Naperville United Methodist Church
Case # 10-1-138

The Forest Preserve District of DuPage County recently received notice of a proposed project on the property located north of Diehl Road, east of the Illinois Prairie Path. We appreciate receiving timely notification of such projects that may have an impact on our nearby property, and thank you for the opportunity to comment.

District Staff has reviewed the public hearing notice and the proposed project, and does not have any comments at this time. Please call me at (630) 933-7215 if you have any questions.

Sincerely,

Brent Manning
Executive Director

cc: Kevin Stough, Director of Land Preservation



Naperville

CITY COUNCIL AGENDA ITEM

SUBJECT: YMCA of Metropolitan Chicago – ZBA Case #11-1-002

TYPE OF VOTE: Simple Majority

ACTION REQUESTED:
Adopt the resolution granting a variance from Section 5-4-9:1 (Special Areas of Control; Downtown Central Business District) of the Naperville Municipal Code to allow for a new ground sign that contains manual-changeable copy for the YMCA located at 34 S. Washington Street.

BOARD/COMMISSION REVIEW:
At their February 8, 2011 meeting, the Zoning Board of Appeals recommended approval of a variance to allow for a new ground sign that contains manual-changeable copy for the YMCA located at 34 S. Washington Street. (Approved, 6 - 0). Staff concurs.

COUNCIL ACTION PREVIOUSLY TAKEN:

Date	Item No.	Action
N/A		

DEPARTMENT: TED – Code Enforcement Team

SUBMITTED BY: Dick Dublinski, Team Leader

FISCAL IMPACT: N/A

BACKGROUND:
Located at 34 S. Washington Street and zoned B4 (Downtown Core District), the subject property is improved with a multi-story building. Surrounding properties to the north, south and west are also zoned B4 and improved with similar structures and a variety of commercial uses. The property to the east is zoned R2 and is a park that is owned by the City of Naperville.

The petitioner, YMCA of Metropolitan Chicago (YMCA), proposes to replace the existing, nonconforming ground sign, which contains manual-changeable copy, with a new ground sign that is the same as the current sign, including the manual-changeable copy. In order to replace the sign, the petitioner requests a variance from Section 5-4-9:1 (Special Areas of Control; Downtown Central Business District) of the Naperville Municipal Code.

DISCUSSION:

Section 5-4-9:1 (Special Areas of Control; Downtown Central Business District) regulates signage for the downtown central business district and changeable copy (either manual or electronic) is not allowed in the downtown area.

The only reason the existing sign is a nonconforming sign is because the bottom portion of the sign contains manual-changeable copy. The YMCA proposes to replace the existing, nonconforming ground sign with a new ground sign that is exactly the same as the current sign. The bottom portion of the new sign will also contain manual-changeable copy. Outside of the changeable copy portion of the sign, the new sign complies with all other requirements for ground signs in the downtown central business district at 8' 9" in height (code allows 10 feet) and 29 square feet in size (code allows 30 square feet). The changeable-copy portion of the sign is 11 square feet. The variance is necessary to allow for the changeable copy portion of the sign.

Initially, the YMCA's variance request was to replace the face panels (and keep the manual-changeable-copy portion) on the existing, nonconforming ground sign to reflect the new owner's name, color scheme and logo. However, the YMCA changed their request once they determined that a new sign would cost the same as retrofitting the existing sign so that it would be in conformance with the applicable provisions of the national electrical code, as required by Section 5-4-12:3 (Permit Process; Conformance With The National Electrical Code) of the Naperville Municipal Code.

Staff believes the new sign will not be detrimental to the public welfare or other property / improvements in the neighborhood for the following reasons:

- The current sign already has manual-changeable copy
- The new sign is essentially the same sign that has existed in the neighborhood for years
- The changeable-copy portion is not electronic-changeable copy

ZBA Recommendation

The Zoning Board of Appeals considered this petition at their February 8, 2011 meeting. No members of the public offered testimony during the public hearing. The Zoning Board of Appeals discussed the request and then recommended approval of a variance from Section 5-4-9:1 (Special Areas of Control; Downtown Central Business District) of the Naperville Municipal Code. (Approved, 6 - 0). Staff concurs.

Staff Summary

Staff believes the request is reasonable due to the fact that the height, size (in total and for the changeable-copy portion) and location of the sign will not change. In addition, staff believes it is beneficial to have a new sign that is in compliance with the national electrical code. Finally,

34 S. Washington – Staff CC Memo – ZBA 11-1-002

February 15, 2011

Page 3 of 3

allowing the petitioner to keep the manual-changeable copy will allow the YMCA to continue to communicate upcoming events to motorists & pedestrians traveling through downtown Naperville.

RECOMMENDATION:

Adopt the resolution granting a variance from Section 5-4-9:1 (Special Areas of Control; Downtown Central Business District) of the Naperville Municipal Code to allow for a new ground sign that contains manual-changeable copy for the YMCA located at 34 S. Washington Street.

ATTACHMENTS:

1. 34 S. Washington – Attachment 1 – Petitioner’s Findings of Fact – ZBA 11-1-002
2. 34 S. Washington – Attachment 2 – Staff’s Findings of Fact – ZBA 11-1-002
3. 34 S. Washington – ZBA Minutes – ZBA 11-1-002
4. 34 S. Washington – Resolution – ZBA 11-1-002
5. 34 S. Washington – Resolution Exhibit A Legal Description – ZBA 11-1-002
6. 34 S. Washington – Resolution Exhibit B Location Map – ZBA 11-1-002
7. 34 S. Washington – Resolution Exhibit C ALTA/ACSM Land Title Survey – ZBA 11-1-002
8. 34 S. Washington – Resolution Exhibit D Sign Rendering – ZBA 11-1-002 *

** Large copies have been provided to the City Council offices for viewing*

**CITY OF NAPERVILLE
ZONING BOARD OF APPEALS
FINDINGS OF FACT FOR VARIANCES TO THE STREET GRAPHICS CODE
(SIGN VARIANCE)**

Justification for a sign variance is based on reasonableness. The full burden of proof in determining reasonableness rests with the applicant. Certain criteria are not sufficient justification for a variance, specifically:

Self-inflicted hardships are not eligible for a variance.

Greater profit or increased property value is not sufficient cause to warrant a variance.

Applicant: South Water Signs agent for YMCA of Metropolitan Chicago

Address: 34 S. Washington St.

1. The plight of the owner is due to unique circumstances and the proposed variation will not merely serve as a convenience to the petitioner, but will alleviate some demonstrable and unusual hardship which will result if the strict letter of the regulations of this Chapter were carried out and which particular hardship or practical difficulty is not generally applicable to other comparable signs or properties.

This request is being made to allow the YMCA Kroehler Family Center to keep the changeable copy that is on it's current sign when the faces are changed out to reflect their new color scheme and logo.

2. The alleged hardship has not been created by any person presently having a proprietary interest in the subject sign (or property).

The current sign was built and installed prior to the code being changed to prohibit the changeable copy in this section of Naperville; therefore the hardship was not created by the sign owner. Additionally, this YMCA is under new ownership; ~~the~~ new owner had ~~no~~ decision as to what the sign would be when it was erected.

EXHIBIT A (continued)

3. The proposed variation will not be materially detrimental to the public welfare or injurious to other property or improvements in the neighborhood.

The proposed variation to change to logo on the sign and keep the changeable copy will not be detrimental or injurious; the sign itself is staying the same, only colors and the logo in the upper portion will change.

4. The proposed variation will not impair visibility to the adjacent property, increase the danger of traffic problems or endanger the public safety.

Because the sign is not being moved, it will not pose a danger or threat to the public.

5. The proposed variation will not alter the essential character of the neighborhood; and

Allowing the YMCA to keep the changeable copy will enhance the character of the neighborhood, allowing residents to be aware of upcoming events.

6. The proposed variation is in harmony with the spirit and intent of this Chapter.

In summation, we feel that this request for variance does comply with harmony and the spirit and intent of this Chapter.

The Kroehler YMCA looks forward to serving the needs of the citizens of Naperville.

Staff's Findings of Fact
YMCA – 34 S. Washington – ZBA 11-1-002

1. The plight of the owner is due to unique circumstances and the proposed variance will not merely serve as a convenience to the petitioner, but will alleviate some demonstrable and unusual hardship which will result if the strict letter of the regulations of this Chapter were carried out and which practical difficulty is not generally applicable to other comparable signs or properties.

The YMCA is proposing to replace the existing, nonconforming ground sign with a new sign without increasing the height or size of the sign, changing the sign's location or increasing the size of the manual-changeable-copy section. The proposed sign reflects the YMCA's new ownership (name, color scheme and logo) and will allow the organization to continue to communicate upcoming events to the public.

Staff believes the request is reasonable due to the fact that the height, size (in total and for the changeable-copy portion) and location of the sign will not change. In addition, staff believes that it is beneficial to have a new sign that is in compliance with the national electrical code.

2. The alleged hardship has not been created by any person presently having a proprietary interest in the subject sign (or property).

Staff finds that no hardship exists. However, since the new sign is essentially the same as the current sign, staff believes the petitioner's request is reasonable.

3. The proposed variation will not be materially detrimental to the public welfare or injurious to other property or improvements in the neighborhood.

Staff believes the new sign will not be detrimental to the public welfare or other property / improvements in the neighborhood for the following reasons:

- The current sign already has manual-changeable copy
- The new sign is essentially the same sign that has existed in the neighborhood for years
- The changeable-copy portion is not electronic-changeable copy

4. The proposed variation will not impair visibility to the adjacent property, increase the danger of traffic problems or endanger the public safety.

Staff finds that the proposed sign will not increase the danger to pedestrian or vehicular traffic because the existing sign has been in that location for a number of years and already has manual-changeable copy.

5. The proposed variation will not alter the essential character of the neighborhood.

Due to the fact that the new sign will be exactly the same size as the existing sign, staff believes the new sign will not alter the essential character of the neighborhood. In addition, staff agrees with the petitioner that keeping the changeable-copy portion will allow the YMCA to continue to communicate upcoming events to motorists & pedestrians traveling through downtown Naperville.

6. The proposed variation is in harmony with the spirit and intent of this Chapter.

The purpose of the Street Graphics Ordinance is to create the framework for a comprehensive balanced system of signage, to promote communication between people and their environment and to avoid the usual clutter that is potentially harmful to traffic and pedestrian safety, property values, business opportunities, and community appearance.

The proposed sign will not interfere with either pedestrian or vehicular traffic, will not create additional sign clutter and will allow the YMCA to communicate their new ownership information and upcoming events to the public.

NAPERVILLE
ZONING BOARD OF APPEALS DRAFT MINUTES
February 8, 2011 - 7:00 P.M.
COUNCIL CHAMBERS

Call to Order	<u>Time:</u> (7: 00 pm)		
A. Roll Call	<u>Present:</u>	<u>Yes</u>	<u>No</u>
Commissioners:	Karl Fry, Chairman	X	
	Carl Pelzer	X	
	Ann Mele	X	
	Robert Hedrich		X
	Bhavani Prasad Vemuri	X	
	Gina Terrano Koscal	X	
	Robert Williams	X	
	Ben Mangefrida (Student)	X	
	Nick Bessler (Student)	X	
	Drew Margulis (Student)	X	
Staff Present:	Katie Forystek - Community Planner Trude Terreberry – Code Enforcement Officer		
D. Public Hearing			
ZBA 11-1-2 YMCA of Metropolitan Chicago	<p>Petitioner: Pat Ryan of South Water Signs, 922 N. Oaklawn Avenue, Elmhurst, IL 60126</p> <p>Request: The petitioner proposes to replace the existing, nonconforming ground sign, which contains manual-changeable copy, with a new ground sign that is the same as the current sign, including the manual-changeable copy. In order to replace the sign, the petitioner requests a variance from Section 5-4-9:1 (Special Areas of Control; Downtown Central Business District) of the Naperville Municipal Code.</p> <p>The petitioner provided an overview of the requested sign variance noting the following:</p> <ul style="list-style-type: none"> • YMCA has a new logo and per corporate must modify the existing sign within a four-year period. • The proposed sign will match the existing sign and is a one for one replacement. <p>No members of the public provided testimony.</p> <p>The Zoning Board of Appeals closed the public hearing.</p> <p>Motion by: Williams Second by: Mele</p> <p>ZBA Discussion:</p> <ul style="list-style-type: none"> • Mele sought clarification on the variance that was being requested. 		
	Motion: To recommend approval of a variance from Section 5-4-9:1 (Special Areas of Control; Downtown Central Business District) of the Naperville Municipal Code to replace an existing non-conforming ground	Approved (6 to 0)	

Page: 170 - Agenda Item: I.13.

Zoning Board of Appeals

February 8, 2011

Page 2 of 3

	sign adopting staff's findings of fact. Motion by: Mele Seconded by: Williams																						
	<table border="1"><thead><tr><th>Board Member</th><th>Aye</th><th>Nay</th></tr></thead><tbody><tr><td>Chairman Fry</td><td>x</td><td></td></tr><tr><td>Pelzer</td><td>x</td><td></td></tr><tr><td>Mele</td><td>x</td><td></td></tr><tr><td>Koscal</td><td>x</td><td></td></tr><tr><td>Williams</td><td>x</td><td></td></tr><tr><td>Vemuri</td><td>x</td><td></td></tr></tbody></table>	Board Member	Aye	Nay	Chairman Fry	x		Pelzer	x		Mele	x		Koscal	x		Williams	x		Vemuri	x		
Board Member	Aye	Nay																					
Chairman Fry	x																						
Pelzer	x																						
Mele	x																						
Koscal	x																						
Williams	x																						
Vemuri	x																						

ZBA #11-1-002

RESOLUTION NO. 11-

**A RESOLUTION AUTHORIZING A VARIANCE TO
ALLOW FOR A GROUND SIGN, WHICH CONTAINS MANUAL-CHANGEABLE
COPY, IN THE DOWNTOWN CENTRAL BUSINESS DISTRICT FOR THE YMCA OF
METROPOLITAN CHICAGO FOR THE PROPERTY
LOCATED AT 34 S. WASHINGTON STREET**

WHEREAS, the YMCA of Metropolitan Chicago is requesting a variance from Section 5-4-9 (Special Areas of Control) of the Naperville Municipal Code to allow for a ground sign that contains manual-changeable copy for the property located at 34 S. Washington Street, legally described on **Exhibit A** and depicted on **Exhibit B** (Subject Property) and **Exhibit C**; and

WHEREAS, the Subject Property is improved with a multi-story building; and

WHEREAS, the petitioner is requesting a variance from Section 5-4-9:1 (Special Areas of Control; Downtown Central Business District) of the Naperville Municipal Code, which does not allow for changeable copy in the downtown central business district, in order to install a ground sign that contains manual-changeable copy; and

WHEREAS, on February 8, 2011, the Zoning Board of Appeals held a public hearing to consider the petition and recommended approval of the requested variance; and

WHEREAS, the City Council has determined that the variance from Section 5-4-9:1 of the Naperville Municipal Code, as provided herein, should be granted.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NAPERVILLE, DuPAGE and WILL COUNTIES, ILLINOIS, in exercise of its home rule authority, that:

SECTION 1: The foregoing recitals are incorporated herein as though fully set forth.

SECTION 2: A variance from Section 5-4-9:1 of the Naperville Municipal Code to allow for the installation of a ground sign that contains manual-changeable copy, as depicted on **Exhibit D** attached hereto, in the downtown central business district, is hereby approved.

SECTION 3: The variance will be valid for a period of two years from the date of the resolution granting the variance, unless a sign permit is obtained within such period and the erection or alteration of the sign is started within such period.

SECTION 4: This Resolution shall be in full force and effect upon its adoption and approval.

ADOPTED this day of February, 2011

AYES:

NAYS:

ABSENT:

APPROVED this day of February, 2011

A. George Pradel
Mayor

ATTEST:

Pam LaFeber, Ph.D.
City Clerk

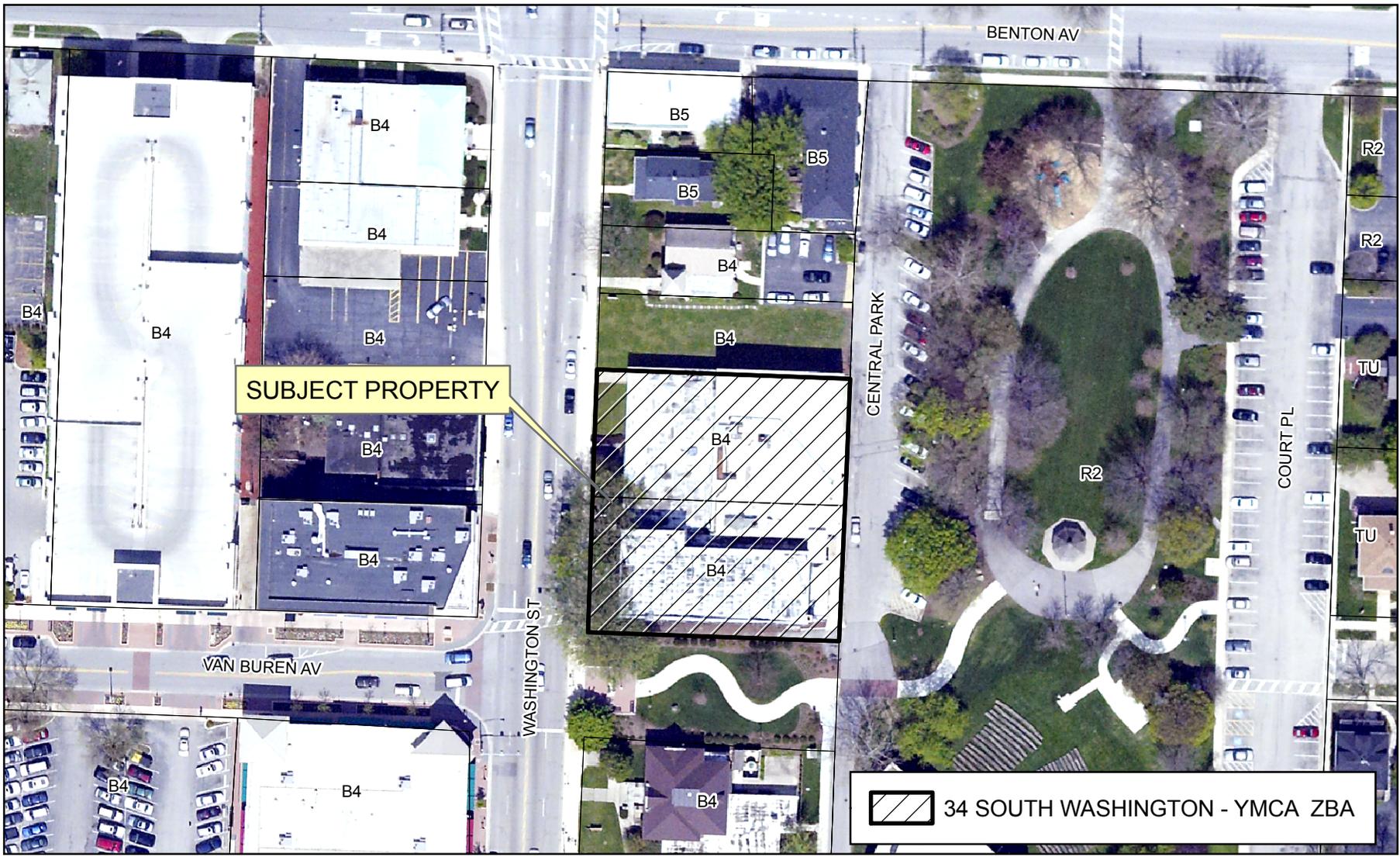
Legal Description

THE SOUTH 5.0 FEET OF LOT 4, AND ALL OF LOTS 5, 6 AND 7 IN BLOCK 3 IN HOSMER'S ADDITION TO THE TOWN OF NAPERVILLE, BEING A SUBDIVISION OF PART OF THE EAST HALF OF SECTION 13, TOWNSHIP 38 NORTH, RANGE 9 EAST OF THE THIRD PRINCIPAL MERIDIAN AND OF PART OF THE WEST HALF OF SECTION 18, TOWNSHIP 38 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JANUARY 26, 1843 AS DOCUMENT 414, IN DU PAGE COUNTY, ILLINOIS.

34 S. WASHINGTON STREET

PIN NOS: 07-13-420-005 & 07-13-420-006

City of Naperville YMCA SIGN VARIANCE - 34 S. WASHINGTON STREET




 Transportation, Engineering and Development Business Group
 Questions Contact (630) 420-6694
 www.naperville.il.us
 January 2011



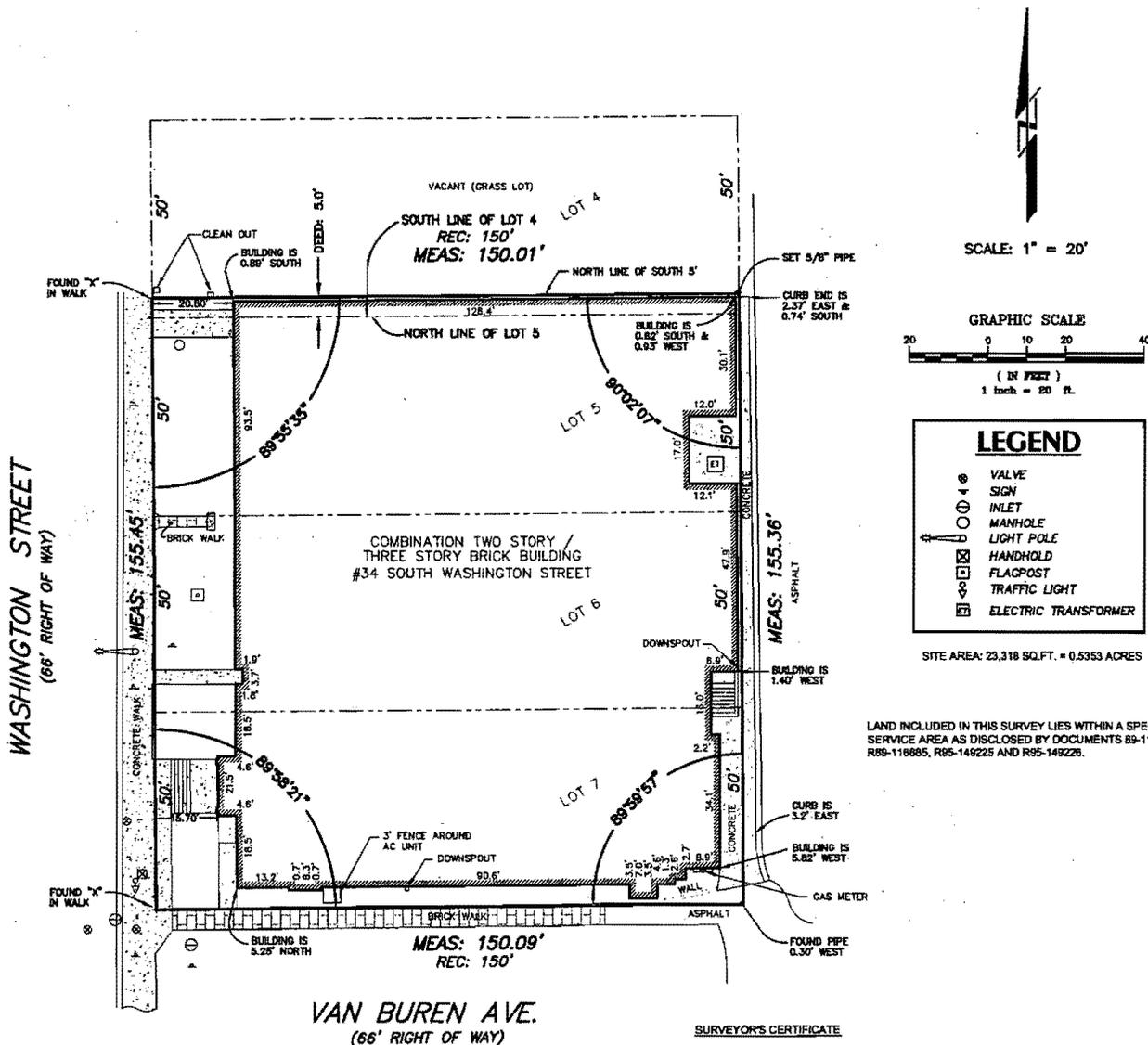
This map should be used for reference only.
 The data is subject to change without notice.
 City of Naperville assumes no liability in the use
 or application of the data. Reproduction or redistribution is
 forbidden without expressed written consent from the City of Naperville.

Exhibit B

ALTA/ACSM LAND TITLE SURVEY

OF

THE SOUTH 5.0 FEET OF LOT 4, AND ALL OF LOTS 5, 6 AND 7 IN BLOCK 3 IN HOSMER'S ADDITION TO THE TOWN OF NAPERVILLE, BEING A SUBDIVISION OF PART OF THE EAST HALF OF SECTION 13, TOWNSHIP 38 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN AND OF PART OF THE WEST HALF OF SECTION 18, TOWNSHIP 38 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JANUARY 26, 1843 AS DOCUMENT 414, IN DU PAGE COUNTY, ILLINOIS.



VAN BUREN AVE.
(66' RIGHT OF WAY)

SURVEYOR'S CERTIFICATE

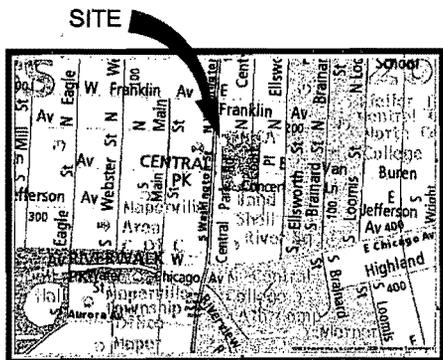
STATE OF ILLINOIS)
SS
COUNTY OF DUPAGE)
TO: HERITAGE YMCA GROUP, A NOT-FOR-PROFIT CORPORATION OF ILLINOIS
CHICAGO TITLE INSURANCE COMPANY

THIS IS TO STATE THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH "MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/ACSM LAND TITLE SURVEYS," JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NSPS IN 2005, AND INCLUDES ITEMS 1, 2, 4, 7A, 8, 9, 10 AND 11A OF TABLE A THEREOF. PURSUANT TO THE ACCURACY STANDARDS AS ADOPTED BY ALTA AND NSPS AND IN EFFECT ON THE DATE OF THIS CERTIFICATION, UNDERSIGNED FURTHER STATES THAT IN MY PROFESSIONAL OPINION, AS A LAND SURVEYOR REGISTERED IN THE STATE OF ILLINOIS, THE RELATIVE POSITIONAL ACCURACY OF THIS SURVEY DOES NOT EXCEED THAT WHICH IS SPECIFIED HEREIN. RECORDED EASEMENTS SHOWN HEREON ARE LIMITED TO THOSE LISTED IN CHICAGO TITLE INSURANCE COMPANY COMMITMENT NUMBER 1401 580006483 D2, EFFECTIVE DATE SEPTEMBER 27, 2010.

DATED THIS 2ND DAY OF DECEMBER A.D., 2010
BY: Thomas E. Fabianbault
ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 35-2126
MY LICENSE EXPIRES/RENEWS 11-30-2012



INTECH CONSULTANTS, INC.
ENGINEERS / SURVEYORS
1989 UNIVERSITY LANE, SUITE D - LISLE, ILLINOIS
TEL.: (630) 964-5856 FAX: (630) 964-5052
E-MAIL: CAD@INTECHCONSULTANTS.COM
ILLINOIS REGISTRATION No. 184-001040



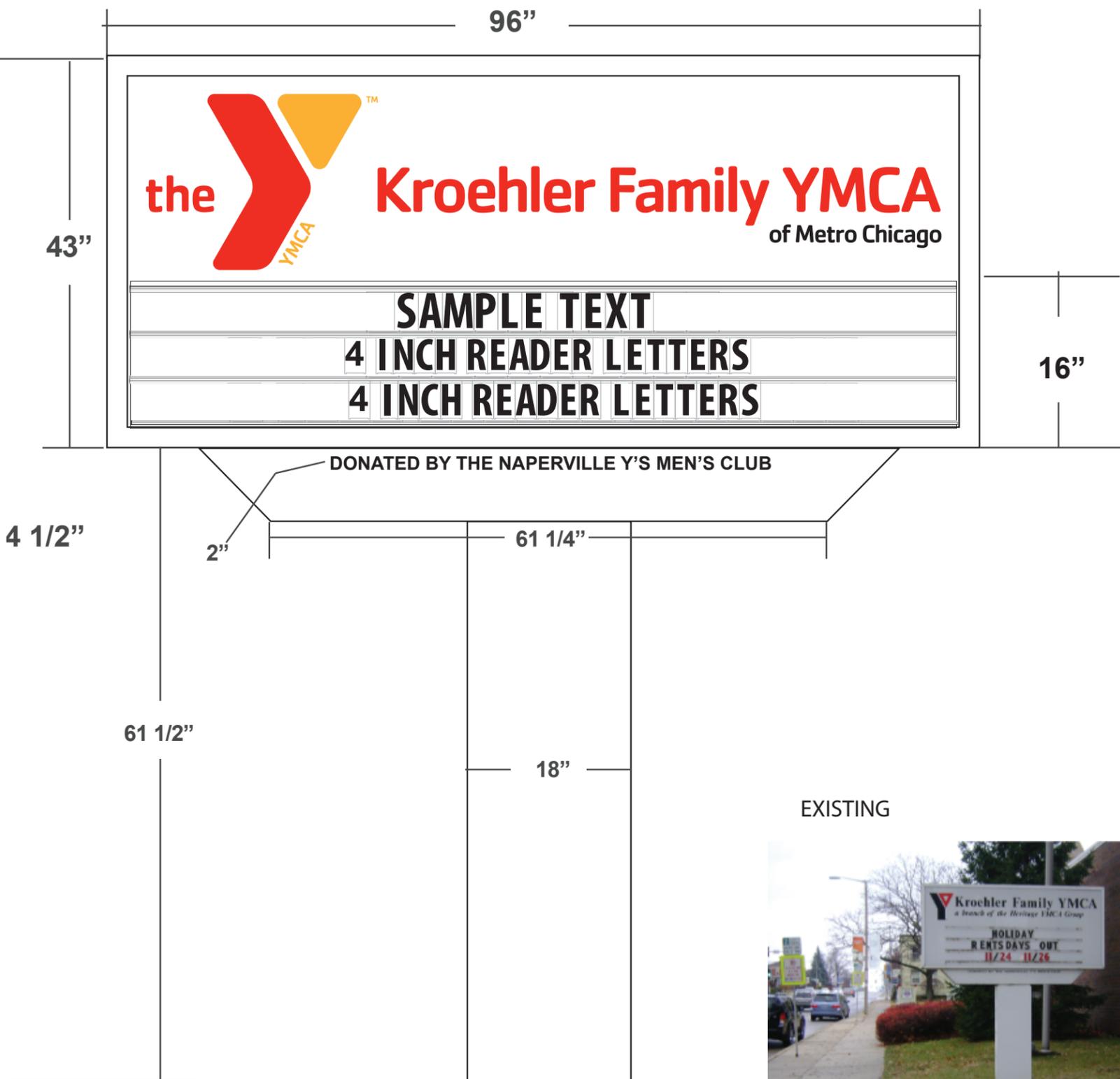
LOCATION MAP
NOT TO SCALE

PREPARED: 12-2-10

SHEET No. 1 of 1 JOB No.: 5282

- *QTY (1) DOUBLE FACE CAN 96"X43"X7 1/4" DEEP
- *INTERNALLY ILLUMINATED BY FLUORESCENT LAMPS
- *1 1/2" RETAINERS
- *TO HOUSE NEW FACES
- *PAINTED WHITE
- *TO REPLACE EXISTING SIGN ON SITE

- *QTY (1) ALUMINUM POLE COVER
- *18" WIDE X 61 1/2" TALL
- *TO GO OVER EXISTING POLE STRUCTURE
- *PAINTED WHITE
- *CUT VINYL WORDING APPLIED TO COVER, 2" BLACK LETTERS
- *TO REPLACE EXISTING COVER



- This proof of FINAL artwork will be used to produce your order.
- Once you have signed your proof we will proceed with your order unless otherwise instructed to make changes.
- Your signature and date are REQUIRED before we can proceed with your order.
- PLEASE CHECK THE APPROPRIATE BOX AND SIGN & DATE BELOW.
- PRODUCTION SCHEDULES BEGIN UPON APPROVAL.
- Please remember that by signing and returning this proof, you assume responsibility for any grammar, punctuation, spelling, layout or color errors that may occur.

Sign _____ Date _____

APPROVED AS-IS APPROVED WITH CORRECTIONS NOTED

CORRECTIONS NEEDED or NEW PROOF REQUIRED

FINAL - City Council Meeting - 2/15/2011 - 176



Naperville

CITY COUNCIL AGENDA ITEM

SUBJECT: Aggregation of Demand Response on behalf of Retail Customers served by the City of Naperville Electric Utility

TYPE OF VOTE: Waiver of first reading requires 6 positive votes

ACTION REQUESTED:
Waive the first reading and pass the Ordinance amending Title 8 (PUBLIC UTILITIES), Chapter 1 (ELECTRICITY), Article B (SERVICE RULES AND POLICIES) with Respect to the Aggregation of Demand Response on behalf of Retail Customers served by the City of Naperville Electric Utility.

BOARD/COMMISSION REVIEW:
N/A

COUNCIL ACTION PREVIOUSLY TAKEN:

Date	Item No.	Action

DEPARTMENT: Public Utilities-Electric

SUBMITTED BY: Mark Curran, Director of Public Utilities-Electric

FISCAL IMPACT:
None

BACKGROUND:
The Federal Energy Regulatory Commission (FERC) has issued Rules that require Regional Transmission Organizations (RTOs) such as PJM allow retail customers, including the retail customers of public power systems to bid and sell their retail demand response into the RTOs’ wholesale electricity markets.

The Rules also require RTOs to accept bids from third-party Aggregators of Retail Customers (ARCs) that aggregate the demand response of individual retail customers for participating in RTO markets. The retail customers themselves or ARCs working on their behalf can manage electrical usage based on the price of electricity in the RTO market over time.

DISCUSSION:

The FERC Rules allow public power systems such as the City of Naperville who distribute less than 4 million megawatt-hours (MWh) of energy in the previous year to opt-in to allow customers such as Alcatel-Lucent or BP to participate in demand response programs offered by RTOs such as PJM. To do so, public power systems must adopt a clear law or regulation that specifically addresses the retail demand response provisions of the rules. The IMEA Demand Response Program is attached as Attachment 1. Passage of the proposed ordinance will allow city customers to voluntarily participate in PJM demand response programs at no cost to the city.

The city is currently purchasing wholesale bulk power from J. Aron/Goldman Sachs through May 31, 2011. On June 1, 2011, the city will begin purchasing power from the Illinois Municipal Electric Agency (IMEA). The proposed ordinance will allow city customers such as Alcatel-Lucent and Bp to participate in PJM demand response programs through the IMEA at no cost to the city.

RECOMMENDATION:

Waive the first reading and pass the Ordinance with respect to the aggregation of demand response on behalf of retail customers served by the City of Naperville Electric Utility.

ATTACHMENTS:

1. Illinois Municipal Electric Agency Demand Response Program
2. Ordinance on Aggregation of Demand Response.

ILLINOIS MUNICIPAL ELECTRIC AGENCY

DEMAND RESPONSE PROGRAM

1. Policy Statement. The Illinois Municipal Electric Agency (“IMEA” or Agency”) hereby declares its intention to cooperate with Participating Members to further the State of Illinois and National policies in favor of utilizing demand response resources.
2. Purpose. The purpose of the Agency’s Demand Response Program is to provide appropriate incentives for end user customers who have demand response resources on the distribution systems of IMEA Participating Members and other purchasers from IMEA (hereinafter and for purposes of this Program the term “Participating Member(s)” shall be deemed to include non-member entities purchasing their full requirements from IMEA) to use those resources to help reduce the need for capacity and energy during times when it would be economical or beneficial to the national/regional transmission grid to reduce load. A demand response resource is broadly defined as the ability to reduce load when directed (either through the running of end user customer owned/controlled generation or through interruption of electric supply to specific equipment and/or processes that consume electricity). The incentive provided under this Program is the ability to participate indirectly through IMEA in certain of the demand response programs offered by the Regional Transmission Organization (“RTO”) and share revenues realized from such participation. Such participation by the end user customer would be through the Participating Member serving the end user customer with electricity and through the Agency. The Agency is not at this time able to offer indirect participation in all of the demand response programs offered by the RTOs. In addition, the demand response program offerings of the two RTOs available to IMEA alternatively by geographic location are not the same, and their rules, regulations and business practices differ even for similar programs.
3. Availability. Subject to the qualifications set forth herein, this Program is available to Participating Members who have a Power Sales Contract with the Agency in full force and effect and whose service areas are geographically located within the footprint of a Regional Transmission Organization (“RTO”) that has one or more programs that allow for participation by end user customer demand response resources.
4. Applicability. This Program is applicable in connection with electric service provided by the Agency to Participating Members for meeting the requirements of certain of the Participating Member's retail end user customers that meet the qualifications and approval requirements set forth herein. Power Sales Rate Schedule B remains applicable to electric service for all requirements for municipal use and redistribution to retail customers purchased in accordance with the provisions of the Power Sales Contract, other than those requirements purchased under Schedules B-2, B-4, and B-6.

Applicability to Participating Member Retail Load. Participating Members have an obligation under their Power Sales Contracts to purchase all of their electric requirements from IMEA. However, Participating Members also have municipally-owned and

operated structures and facilities (such as municipal buildings and sewer and water facilities) that use electricity provided through the Power Sales Contract at retail, and for such a retail electric load the Participating Member is its own retail end user customer. The following exception is designed to balance those competing interests. To the extent that an individual Participating Member can demonstrate that it has demand response resources directly connected to retail electric load and not designed or used as part of the Participating Member's electric utility, it may be considered for inclusion under this Program under the same terms as conditions as other demand response resources; provided however, no single generating unit of a Participating Member with a nameplate kilowatt (kW) rating larger than 500 kW shall be eligible for inclusion under this Program. The Agency may contract separately with a Participating Member that has such a unit or that has non-dedicated generating units as part of its utility operation on different terms and conditions acceptable to the President & CEO.

5. Application and Approval Process. The Participating Member must apply to the Agency for approval of each end user customer demand response resource that it wishes to place in the program for each applicable delivery year. Such application must contain all required information for the Agency to determine if the end user customer demand response resource meets the qualifications to be registered through the Agency in the RTO program and must be submitted no later than 10 business days prior to any applicable deadlines (whether imposed by the RTO or the owner of the transmission system) for submission of the registration application for any delivery year. The Agency will advise interested Participating Members of such deadlines upon request. No end user customer shall have its demand response resources included in the program unless participation is approved by the Agency and by the RTO. Preliminary approval by the Agency shall be based on a determination by the Agency that the demand response resources meet the qualifications of this Program and to be registered through the Agency in the RTO program. If the Agency preliminarily approves the application, the demand response resource will be offered for registration with the RTO. If the RTO approves the demand response resource for participation in its program, the Agency's preliminary approval will become a final approval.
6. End User Customer Qualifications.
 - (a) Maximum Capacity Resources. IMEA's ability to receive credit for demand response resources with respect to an individual Participating Member's distribution system(s) is limited by the peak load of the distribution system or physical subparts of the distribution system that have load restrictions. A number of Participating Members own and operate generation that is connected to their distribution systems behind the meter, and most of this generation is dedicated to the Agency for its dispatch and use to satisfy capacity obligations. To participate in the program, the demand response resource must be located in and connected to a Participating Member distribution system that has sufficient available capacity obligation such that the Agency can receive credit from the RTO for the resources. Generation dedicated to the Agency shall be counted first to determine if the cap

for maximum capacity resources has been met or exceeded. Other applications for participation by demand response resources shall be considered on a first come first serve basis, provided all other qualifications are met.

- (b) **Minimum Resource Requirement.** To participate in the program, the demand response resource must be capable of reducing at least 100 kW of load.
- (c) **Uncommitted Resource.** To participate in the program, the demand response resource must not be committed by contract or otherwise to any other program that would be in conflict with IMEA's use of the resources when called upon.
- (d) **RERRA Authorization.** Federal Energy Regulatory Commission ("FERC") Order 719-A prohibits RTOs from accepting bids of demand response resources from within small utilities unless the Relevant Electric Retail Regulatory Authority ("RERRA") expressly authorizes such participation. The cut off for a small utility is that it distributed 4 million MWh or less during the previous year. All of IMEA's Participating Members currently fall within the 4 million MWh or less category. To participate in the program, the demand response resource must be located in and connected to a Participating Member distribution system where the RERRA has specifically authorized by appropriate action the participation of demand response resources under its jurisdiction in such a program. The individual Participating Member that is a purchaser from the Agency is the RERRA for its customers. IMEA can provide a sample Ordinance or Resolution upon request for any Participating Member to satisfy this requirement.
- (e) Any end user customer intending to run generating units in support of local load for the purpose of participating in the program must represent in writing to the Participating Member and the Agency that the end user customer holds all applicable environmental and use permits for running those generators. Participation in the program (including any continuation thereof throughout the Delivery Year or in future periods) will be deemed as a continuing representation by the owner of the generating units that each time its generating units are run in accordance with the program it is being run in compliance with all applicable permits, including any emissions, run-time limits or other constraint on plant operations that may be imposed by such permits. The end user customer shall be and remain responsible for all its costs associated with environmental and other laws and its compliance with the foregoing permits, including but not limited to all fines and penalties.
- (f) The Participating Member or the end user customer shall be required to have appropriate metering equipment installed at the end user customer generation or otherwise for non-generation demand response resources such that the Agency will be able to measure the load reduction on an integrated hourly basis. The metering equipment must meet the RTO's metering requirements. The cost of the

metering equipment shall be paid by the end user customer or the Participating Member and will not be reimbursed the Agency.

- (g) The end user customer shall be required to have installed and/or to grant IMEA all required license, access and permission to come on its premises during all necessary times to maintain appropriate communications equipment and communications service so that IMEA may monitor the generation or load reduction in real time, and the end user customer shall be required to have at all relevant times under the program the ability to be capable of receiving notification from IMEA (upon IMEA's receipt of notification from the RTO) to participate during emergency conditions.
 - (h) The end user customer shall commit in writing to the Agency to provide IMEA with all information reasonably requested by IMEA or necessary for IMEA to comply with the rules, regulations, business practices and any other requirements of the RTO in connection with the RTO programs.
 - (i) The end user customer must commit in writing to the Agency to comply in a timely manner with any and all testing or other verification requirements imposed by the RTO with respect to the demand response resources.
 - (j) The end user customer must commit in writing to the Agency to run its generation or otherwise reduce load (for non-generation demand response resources) up to the level placed into the program upon notification to do so under the program, and the Participating Member or the end user customer shall be required to make a commitment in writing to the Agency to pay any penalties imposed by the RTO for failure to comply with directions for load reduction.
7. Program Operations. The requirements of the program for each demand response resource shall be determined by the appropriate tariff, contract, business manual or other appropriate controlling document of the RTO for the RTO program within which the resource is placed.

For example, under the PJM ILR Program, the demand response resource would need to be available to be called upon for up to ten events throughout the program delivery year (June 1 of the appropriate calendar year through May 31 of the following calendar year) and would need to be able to respond and come up to full capacity commitment within one hour of notification. Each event would be limited to six consecutive hours between 12:00 PM and 8:00 PM (Eastern Prevailing Time) for the months of May through September and between 2:00 PM and 10:00 PM for the months of October through April on weekdays other than PJM holidays. IMEA would be paid a fixed capacity payment by PJM for the demand response resources placed into the PJM program based on the auction price. If a demand response resource participating in the PJM program is unable to respond to an event that occurs during the summer months, there would be a penalty

from PJM and a corresponding reduction or reimbursement of the capacity payment associated with such resource under this IMEA program.

If IMEA Staff determines in the discretion of the President & CEO that it can put demand response resources into a particular program of an RTO, IMEA will take necessary steps to offer that opportunity to Participating Members and the demand response resources of their end user customers. The operating requirements would be based on the operating requirements of the RTO for such program or parts thereof which may differ from the operating procedures of other RTO programs.

The end-use customer shall abide by its commitment to provide IMEA with all information necessary for IMEA to comply with the rules, regulations, business practices and any other requirements of the RTO in connection with the RTO's programs. The end user customer shall abide by its commitment to run generation or otherwise reduce load (for non-generation demand response resources) up to the level placed into the program upon notification to do so under the program.

8. Verification and Testing. The Participating Member shall read the metering equipment associated with the demand response resources on its system promptly upon any program event where load reduction is required and shall provide all required information to IMEA in a timely manner so that IMEA may meet the verification requirements of the RTO. The end user customer shall abide by its commitment to have its demand response resources tested in accordance with the RTO's requirements.
9. Compensation. Compensation will be made by the Agency to the Participating Member for participation in the program if and only if and to the extent the Agency receives payment or credits from the RTO in connection with the individual demand response resource.

IMEA shall share the net revenues from the capacity payments under the RTO program with the Participating Member on a 50/50 basis. The amount which the Participating Member shares with the end user customer would be a matter to be determined by the Participating Member and the end user customer.

For example, under the currently existing PJM ILR Program, IMEA would be paid a fixed capacity payment by PJM for the demand response resources placed into the PJM program based on the auction price. If demand response resources participating in the PJM program are unable or the end user customer otherwise is unwilling or fails to respond to an event that occurs during the summer months, there would be a penalty from PJM which would be subtracted out of any compensation associated with such resources, and if the monthly payment is not sufficient to cover the penalty the remainder of the penalty shall be billed to the Participating Member.

IMEA would not reimburse the Participating Member for the end user customer's cost of fuel for any generation runs required as a result of participation in the program and would

not make any generation payment in connection with any generation runs required as a result of participation in the program, provided however any energy produced by the running of generation shall not be added back to the Participating Member's invoice for power purchased under the Power Sales Contract.

Compensation shall be in the form of either direct payment to the Participating Member or through credits on the Participating Member's invoice for power purchased under its Power Sales Contract. Such credits shall be paid as payments are received by IMEA from the RTO.

10. Penalties. IMEA shall not be responsible for any penalty imposed by the RTO for the failure to respond by the end user customer's demand response resources. The Participating Member or the end user customer shall be responsible to pay any penalties imposed by the RTO. If demand response resources participating in an RTO program are unable or the end user customer otherwise is unwilling or fails to respond to an event and a penalty is imposed on IMEA, the penalty shall be billed to the Participating Member by IMEA. The manner in which the Participating Member would recover the penalty from the end user customer would be a matter to be determined by the Participating Member.

ORDINANCE NO. 11-_____

AN ORDINANCE AMENDING TITLE 8 (PUBLIC UTILITIES), CHAPTER 1 (ELECTRICITY), ARTICLE B (SERVICE RULES AND POLICIES) WITH RESPECT TO THE AGGREGATION OF DEMAND RESPONSE ON BEHALF OF RETAIL CUSTOMERS SERVED BY THE CITY OF NAPERVILLE ELECTRIC UTILITY

WHEREAS, Federal Energy Regulatory Commission (“FERC”) Order 719 originally required Regional Transmission Organizations (“RTOs”) and Independent System Operators (“ISOs”) to permit demand response resources to be bid directly into their organized markets by retail customers and aggregators of retail customers unless the laws and regulations of the relevant electric retail regulatory authority expressly precluded such participation by retail customers, but FERC subsequently issued Order 719-A which modified the rule to prohibit RTOs and ISOs from accepting bids that include demand response from within small utilities that distributed up to 4 million megawatt-hours (“MWh”) during the previous year unless the relevant electric retail regulatory authority expressly authorizes such participation; and

WHEREAS, the regional transmission organization, PJM Interconnection L.L.C. (“PJM”) has revised its rules and regulations regarding demand response in response to FERC Order 719-A and since the City’s electric utility is a small utility that distributes less than 4 million MWh per year, the City Council (as the relevant electric retail regulatory authority) must grant express permission and authority before any demand response resources from within the City’s utility system may participate in any demand response program or market in PJM; and

WHEREAS, the City of Naperville is located within the area served by the PJM; and

WHEREAS, the Naperville Electric Utility purchases all of the electric energy required to serve its retail customers from third parties; and

WHEREAS, the City Council of the City of Naperville has heretofore passed Ordinance No. 10-009 on February 3, 2010, allowing the aggregation of demand response into organized electric or ancillary services markets operated or administered by the regional transmission organization, PJM, or otherwise participating in such markets with any demand response resources whether directly or through a third-party aggregator for the period beginning on the effective date thereof and ending on May 31, 2011; and

WHEREAS, the Naperville Electric Utility will purchase all of the energy and power required to serve its retail customers from the Illinois Municipal Electric Agency (“IMEA”) beginning on June 1, 2011; and

WHEREAS, the Naperville Electric Utility and IMEA must plan for the capacity, energy and other electric service needs of retail customers in Naperville, including the requirement to purchase sufficient capacity from PJM to cover the peak load for customer usage for the period beginning on June 1, 2011; and

WHEREAS, IMEA is registered with PJM as a Curtailment Service Provider with respect to demand response resources and has enacted a Demand Response Program pursuant to which the City may work with its end user customers who have demand response resources and IMEA to offer and sell such resources into the PJM markets; and

WHEREAS, the City Council of the City of Naperville, having considered the foregoing, hereby determines that it is in the best interests of the City to authorize the City of Naperville Electric Utility to act through IMEA to offer, sell and otherwise participate in the PJM programs and markets with demand response resources from within the City's electric utility system, including any generation or other demand response resources owned by the City.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NAPERVILLE, ILLINOIS AS FOLLOWS:

SECTION 1. The findings and determinations set forth in the preamble to this Ordinance are hereby made findings and determinations of the City Council of the City of Naperville.

SECTION 2. Title 8, Chapter 1, Article B of the Naperville Municipal Code is hereby amended by adding a new Section 8-1B-3 and the following underlined words as follows:

8-1B-3: BIDDING OR SELLING OF SYSTEM DEMAND RESPONSE

8-1B-3(a): GENERAL PROHIBITION AGAINST BIDDING OR SELLING SYSTEM DEMAND RESPONSE. Except as provided in subsections b and c of this Section, all retail customers of the Municipal Electric Utility are hereby restricted, precluded and prohibited from (a) bidding or selling demand response into any organized electric or ancillary services markets operated or administered by any independent system operator or any regional transmission organization, including PJM Interconnection L.L.C. ("PJM") or (b) otherwise participating in such markets with any demand response resources, whether directly or through a third-party aggregator.

8-1B-3(b): CURTAILMENT SERVICE PROVIDER AUTHORIZED. The Illinois Municipal Electric Agency (IMEA) is hereby approved, authorized and permitted to operate as a Curtailment Service Provider with respect to demand response resources within the City's Municipal Electric Utility System, including any generation owned by the City and to offer and sell such demand response resources into programs and markets of PJM Interconnection, L.L.C or its duly authorized successor.

8-1B-3(c). DEMAND RESPONSE PROGRAM OF IMEA. The City Council of the City of Naperville hereby adopts by reference the Demand Response Program of the Illinois Municipal Electric Agency, as the same may be amended and revised by IMEA

from time to time in the future, for purposes of implementing the authority granted herein to the City of Naperville Electric Utility.

8-1B-3(d). EXCEPTION TO GENERAL PROHIBITION. Notwithstanding the general prohibition stated in subsection a above, to the extent that any Customer is deemed eligible to participate in the IMEA Demand Response Program pursuant to applicable policies, rules and regulations of PJM, the Federal Energy Regulatory Commission (“FERC), the IMEA and the City, such participation is hereby specifically authorized. The City Council of the City of Naperville hereby authorizes and empowers the City Manager, or his designee, to administer the participation of any demand response resources from within the City’s electric utility system in the IMEA Demand Response Program and to develop necessary forms for participation in the program by end user customers and execute any and all documents reasonably necessary or required in connection with such administration.

8-1B-3(e). COMPLIANCE AND ENFORCEMENT. Any retail customer of the Naperville Electric Utility that participates in a demand response program in violation of this ordinance shall reimburse the Naperville Electric Utility for all costs incurred by the Naperville Electric Utility in connection with the retail customer’s participation in any such program.

SECTION 3. This Ordinance shall be in full force and effect upon passage and approval.

PASSED this ____ day of _____, 2011.

AYES:

NAYS:

ABSENT:

APPROVED this ____ day of _____, 2011.

A. George Pradel
Mayor

ATTEST:

Pam LaFeber, Ph.D.
City Clerk



Naperville

CITY COUNCIL AGENDA ITEM

SUBJECT: An amendment to Title 8 (Public Utilities) of the Municipal Code pertaining to Electric Utility Service Rules and Policies to include the NSGI Customer Bill of Rights (First Reading 1-18-11, I9; Tabled 2-1-11, I11)

TYPE OF VOTE: Simple Majority

ACTION REQUESTED:
Pass the ordinance amending Title 8 (Public Utilities) of the Municipal Code pertaining to Electric Utility Service Rules and Policies to include the NSGI Customer Bill of Rights

BOARD/COMMISSION REVIEW:
NA

COUNCIL ACTION PREVIOUSLY TAKEN:

Date	Item No.	Action
1/18/11	I9	Tabled 2-1-11 I11
2/1/11	I11	Tabled to 2-15-11

DEPARTMENT: Community Relations

SUBMITTED BY: Nadja P. Lalvani, Community Relations Manager
Mark Curran, DPU-E Director

FISCAL IMPACT:
NA

BACKGROUND:
As one of the city’s largest assets, Naperville’s electric utility infrastructure is valued at \$356 million. The municipally owned electric utility is locally operated, maintained and managed by the city’s Department of Public Utilities-Electric (DPU-E).

The Naperville Smart Grid Initiative serves as a model for upgrading and automating the electric distribution system to meet consumer needs, achieve dramatic improvements in reliability and lower operations and maintenance costs. The City of Naperville is the only municipality in the State of Illinois selected for a Smart Grid Investment Grant by the U.S. Department of Energy and was selected from more than 500 applicants.

DISCUSSION:

Educating customers, providing clear and transparent access to information and protecting customer rights are integral components of the Naperville Smart Grid Initiative. Staff is committed to engaging in two-way communications, soliciting customer feedback, and quickly responding to questions and concerns - all of which are essential to the success of the smart grid project.

Based on research of activities of smart grid projects undertaken by both municipal and investor owned utilities, policy positions promoted by national consumer advocacy groups and related case studies and white papers, staff identified possible areas of concern and drafted the NSGI Customer Bill of Rights to address these issues.

Staff leveraged all city communication channels available to inform interested parties on how to access the draft Bill of Rights and also provided various avenues to submit questions, concerns and feedback to be incorporated into the final Bill of Rights.

The final version of the Customer Bill of Rights has been on the city's website since Wednesday, November 10 for public comment. Prior drafts have been available on the website since Wednesday, July 14. Several customers shared their thoughtful comments and concerns with Council and staff, and these issues have been addressed and incorporated where appropriate.

One area of concern that has been addressed is the process that consumers can utilize if they feel there is a violation of their privacy rights. Section 8-1B-2(c) of the attached ordinance allows customers to file a privacy violation complaint with the Public Utilities Advisory Board for a resolution. If the issue is not resolved to the customer's satisfaction, the customer may appeal the issue to the City Council.

Other areas addressed in Sections 8-1B-2(c) and 8-1B-2(d) of the attached ordinance include privacy protections and rationing of electricity, which the city will never put into practice due to the implementation of the smart grid.

The intent of the Smart Grid Customer Bill of Rights is to acknowledge and outline the core rights of the city's utility customers and to safeguard and protect these defined rights. It is meant as a high level document that will govern and guide how the smart grid is implemented and how the utility will operate under these guidelines. There is another document that is being developed based on the Bill of Rights that will be made public, will incorporate feedback from customers and ultimately be presented to the City Council. This document is called the Customer Privacy and Advocacy Handbook. In this document, based on the principles defined in the Bill of Rights,

*NSGI Customer Bill of Rights
2-15-11
Page 3 of 3*

the city will clearly and in plain language inform customers about the procedures that will be put in place to ensure the Bill of Rights is upheld.

RECOMMENDATION:

Pass the ordinance amending Title 8 (Public Utilities) of the Municipal Code pertaining to Electric Utility Service Rules and Policies to include the NSGI Customer Bill of Rights.

ATTACHMENTS:

1. Ordinance amending Title 8 of the Municipal Code pertaining to Electric Utility Service Rules and Policies

ORDINANCE NO. 11 _____

**AN ORDINANCE AMENDING CHAPTER ONE (ELECTRICITY),
ARTICLE B (SERVICE RULES AND POLICIES)
OF TITLE 8 (PUBLIC UTILITIES) OF THE NAPERVILLE MUNICIPAL CODE**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NAPERVILLE, DUPAGE AND WILL COUNTIES, ILLINOIS, in exercise of its home rule powers that:

SECTION 1: Chapter One (Electricity) Article B (Service Rules and Policies) of Title 8 (Public Utilities) is hereby amended by adding the underlined words as follows:

8-1B-2: NAPERVILLE SMART GRID CUSTOMER BILL OF RIGHTS

8-1B-2(a): OVERVIEW: The City of Naperville has outlined the core rights of utility customers as it relates to the Naperville Smart Grid Initiative (NSGI). The city developed these rights based on customer feedback and input, the goals of the overall NSGI, and current national and state guidelines and policies for smart grid projects.

Customers of the Naperville electric utility are entitled to responsible and transparent utility operations that include the right to be informed; the right to privacy; the right to options and the right to data security.

8-1B-2(b): THE RIGHT TO BE INFORMED

- Customers will have convenient access to information that helps explain available billing rate structures and options, outage information, peak demand, and the impact of energy consumption habits on electric bills.
- Information regarding the financial and operational aspects of the Naperville Smart Grid Initiative and related programs will be publicly available through multiple channels.
- Customers will be informed and be able to view electricity consumption from a convenient user interface.
- Customers will be informed of electric system enhancements that will support current and future tools (such as home area networks (HAN), electric vehicle charging, distributed generation, etc.) that empower them to actively control electricity consumption. The decision to install a device will be at the customer's expense if they choose to participate in the optional energy control programs.

8-1B-2(c): THE RIGHT TO PRIVACY

- Personal information will not be connected to usage data released to any third parties.
- The purpose of any collection, use, retention, and sharing of energy consumption data shall be made public in a clear and transparent manner.

- Customers will be informed of the available choices and consent options regarding the collection, use, and disclosure of energy consumption data.
- Disclosure of energy usage data to any third party, such as in the case of a court order, is subject to federal, state and local laws.
- Customer will retain control of ALL in home devices and appliances. Customers may voluntarily participate in a utility managed energy control programs and include devices that the utility can adjust as a part of a Demand Response program. This includes programmable thermostats, Jacuzzi/pool pumps and heaters and energy storage systems.
- Customers who wish to file a privacy violation complaint have the right to petition the Public Utilities Advisory Board for a resolution. If the issue is not resolved to the customer's satisfaction, the customer may appeal the issue to the City Council.

8-1B-2(d): THE RIGHT TO OPTIONS

- Customers can select a billing rate structure that meets their needs. This includes the traditional fixed-rate pricing and time of use pricing programs. Customers will have the ability to change programs.
- The city will not alter an individual's customer-selected rate program unless the customer is made aware of and consents to this change. The city will never ration electricity.
- Customers can choose how they will receive information from the utility.
- Customers may purchase and use compatible devices, technologies and appliances that augment the understanding of, visibility into, and control of electricity consumption at their discretion.

8-1B-2(e): THE RIGHT TO DATA SECURITY

- All customers have the right to a functioning electric meter and customer web portal that will provide secure, confidential, and accurate electricity consumption data.
- A utility cyber security plan, designed to protect the smart grid's critical computer infrastructure that may be a potential target of criminal threats, terrorism acts, industrial espionage and/or politically motivated sabotage, will guide and govern all security policies and practices that apply to user and energy information. A summary of this plan can be provided upon request.

SECTION 2: This Ordinance shall be in full force and effect upon its passage and approval.

PASSED this _____ day of _____, 2011.

AYES:

NAYS:

ABSENT:

APPROVED this _____ day of _____, 2011.

A. George Pradel
Mayor

ATTEST:

Pam LaFaber, Ph.D.
City Clerk



Naperville

CITY COUNCIL AGENDA ITEM

SUBJECT: Council options in response to public forum concerns expressed by Dr. Kathy Borchardt, Dr. Christine Hibbard, Mike Borchardt, Mike Cooper and Dr. David Skarin.

TYPE OF VOTE: Simple Majority

ACTION REQUESTED:
Consider options provided with respect to public forum concerns and direct staff accordingly.

BOARD/COMMISSION REVIEW: N/A

COUNCIL ACTION PREVIOUSLY TAKEN:

Date	Item No.	Action
August 18, 2009	N1	Directed staff to draft ordinance restricting certain activities on public sidewalks in the downtown
September 15, 2009	N2	Conducted first reading of ordinance amending title 10, Chapter 2 prohibiting sleeping and camping in the downtown and prohibiting the storage of personal property in the downtown
October 6, 2009	J1	Passed Ordinance 09-121.
February 1, 2011	N3	Tabled to February 15, 2011

DEPARTMENT: Legal Department

SUBMITTED BY: Margo Ely, City Attorney

FISCAL IMPACT: N/A

BACKGROUND:

In response to increased concerns to the City Council regarding a gentleman who had resided in the downtown for many years on the sidewalk adjacent to the Central Parking deck, the City Council directed staff to explore options to respond to the concerns. On October 6, 2009, the City Council passed Ordinance 09-121 prohibiting sleeping, camping and storing personal property in the downtown. The ordinance is attached as Attachment 1. On November 10, 2009, the City filed a complaint with the DuPage County Circuit Court alleging Scott Huber was in violation of the ordinance and the City won a preliminary injunction after a 3 day hearing in

January, 2010. Since that time, the case has been scheduled in court almost 15 times on procedural issues and is not yet scheduled for trial. Currently, the City is researching and drafting responses to several pending motions filed by Mr. Huber.

In February, 2010, Huber was located near the office of Dr. Borchard and was charged with disorderly conduct and trespassing when he allegedly failed to leave Dr. Borchardt's office building and acted in a manner that alarmed and disturbed her. This criminal case is being prosecuted by the state and Dr. Borchardt obtained a protective order requiring Mr. Huber to have no contact with Dr. Borchardt and to stay 500 feet from her office. The case is scheduled for trial in April. The following month, Dr. Borchardt filed a civil lawsuit against Mr. Huber alleging various torts including assault, trespass, defamation, intentional infliction of emotional distress and invasion of privacy. The case is still pending.

After the protective order was entered, Mr. Huber relocated to various locations in the City, including the property near the Fifth Avenue train station and the strip mall at Washington and Ogden. The property owner asked Mr. Huber to cease loitering, sleeping and bathing at the property and to remove his items from the property immediately. Mr. Huber has complied and has since been seen at various locations along Ogden Avenue, which is primarily a state route with state owned rights-of-way.

On October 5, 2010, and again on January 4, 2011, Dr. Kathy Borchardt appeared before the City Council and spoke during public forum, along with 4 speakers supporting her complaints of Mr. Huber's conduct, including the sign he displays and his statements on the internet. The speakers requested City action responsive to their complaints.

DISCUSSION:

Government has the power to regulate conduct, and in certain instances, speech. Government actions, including ordinances, must comply with the requirements of the Constitution. Private persons have additional options to change conduct through civil means, which are not subject to constitutional constraints. Against that backdrop, staff offers the City Council 3 options to consider to address the concerns recently expressed during public forum.

Option A: Direct staff to amend Ordinance 09-121 to be applicable city-wide rather than limited to the downtown. At the time the ordinance was considered by Council, staff explained the legal framework and analysis for scrutinizing such ordinances. Staff recommended a narrow application for the restrictions, and specifically to the downtown, in order to decrease the likelihood of challenges to its constitutionality. Any amended ordinance must directly address a reasonable government interest and be narrowly tailored to further that interest.

Option B: Direct staff to draft an ordinance implementing regulations related to speech. Dr. Borchardt has expressed concerns about Mr. Huber's sign and internet statements. On October 5, 2010, she suggested the City pass an ordinance creating free speech zones where speech is permitted. The City faces significant constitutional limitations with respect to regulations directed at speech, and there is a wealth of court cases addressing the issues. As one author put it: "We have an astonishingly rich, multi-faceted, and often maddeningly complex free speech jurisprudence." Free Speech in the Twenty-First Century: Ten Lessons from the Twentieth Century," 36 Pepp.L.Rev. 273 (2009).

Public Hearing Concerns
February 1, 2011
Page 3 of 3

Factors the courts consider in First Amendment cases include: the restrictive impact of the law; the ability of speakers to shift to other means of expression; the substantiality of the government interest; the ability of the government to achieve its interest in a less speech-restrictive manner; whether the speech involves the use of private property; whether the speech involves the use of government property; whether the means of expression has traditionally been allowed; whether the regulation has a disparate impact on certain points of view; whether there is a serious risk of impermissible motivation and whether the law is a direct or incidental restriction of speech.

The free speech zone cases arise out of restrictions implemented temporarily in response to a large event, like national political conventions, where protesters are cordoned to a limited area as security measures in light of increased terrorist activities and the tempting target the large event may create. Staff's research has not revealed any case where free speech zones have been implemented as a permanent restriction in a municipality.

In addition to free speech zones, the Supreme Court has also scrutinized "buffer zones." For example, in Hill v. Colorado, the United States Supreme Court upheld a state law prohibiting persons from approaching another person, within 8 feet, near any health care facility. 530 U.S. 703 (2000). This is a "buffer zone" case where the challenged law restricted protest activities around abortion clinics. The Court focused on the importance of the patients' privacy interests at medical clinics where they are powerless to avoid the protest, compared to "strolling through central park." In these buffer zone cases, the Court considers the character of the property where the restriction is applicable and has considered certain property as traditional public forums, like public streets, sidewalks and parks.

As the Hill case reveals, certain areas are considered as more deserving of protection and privacy. For example, a law prohibiting picketing in front of residences was passed to protect a doctor who performed abortions and whose private home was routinely picketed. Frisby v. Schultz, 487 U.S. 474 (1988) (upheld government interest in protecting and preserving the home and upheld constitutionality of ordinance prohibiting picketing before a residence or dwelling of any individual); *See also*, Erznoznik, 422 U.S. at 209 (recognizing the interests of unwilling listeners in situations where "the degree of captivity makes it impractical for the unwilling viewer or auditor to avoid exposure."); Grayned v. City of Rockford, 408 U.S. 104 (1972) (court recognized governmental interest surrounding schools); Cox v. Louisiana, 379 U.S. 559 (1965) (court recognized governmental interest surrounding courthouses); Burson v. Freeman, 504 US 191 (1992) (Court recognized government interest surrounding polling places); Boos v. Barry, 485 U.S. 312, (1988) (law that prohibited signs bringing foreign government into disrepute within 500 feet of the embassy was struck down.) If Council wishes to direct staff to draft an ordinance addressing concerns about Mr. Huber's speech, these legal parameters should be considered.

Option C: Take no further action.

RECOMMENDATION:

Consider options and direct staff accordingly.

ATTACHMENTS:

1. Ordinance 09-121
2. Protective Order

ORDINANCE NO. 09 - 121

**AN ORDINANCE AMENDING CHAPTER 2 (GENERAL OFFENSES)
OF TITLE 10 (POLICE REGULATIONS) TO PROHIBIT CAMPING,
SLEEPING AND STORING PERSONAL PROPERTY ON
THE PUBLIC WAYS IN THE DOWNTOWN AREA**

WHEREAS, it is the intent of the City Council in enacting this section to promote aesthetics, sanitation, public health and safety, to improve the quality of life, to maintain peace and good order, to promote commerce and further expand the economic vitality of the City and to protect the safety of the general public by imposing reasonable and narrowly tailored restrictions on certain activities in certain areas; and

WHEREAS, the City's Downtown is a pedestrian friendly, vibrant, mixed use area including primarily retail and restaurant uses in which the pedestrian orientation is a signature characteristic, and

WHEREAS, the City relies on the success of its businesses and the businesses rely on the safe, pedestrian friendly nature of the downtown to thrive, and

WHEREAS, camping, sleeping and storing personal property, on the public ways in the Downtown hampers the economic vitality of the area, impairing the City's goals of attracting citizens, businesses and consumers to the Downtown and interferes with the ability to maintain a pedestrian friendly, vibrant commercial Downtown (boundaries depicted on the map attached hereto as Exhibit A), and

WHEREAS, the City has a legitimate government interest in protecting its investment in the Downtown, as well as the investments and success of businesses in the Downtown; and

WHEREAS, the City has a legitimate government interest in encouraging and enhancing the expansion of the City's economic base, increasing revenues and protecting the City's local economy, and

WHEREAS, the quality of life of the general public and the economic vitality of the Downtown is significantly affected by persons camping or sleeping on the public way in the Downtown as it damages otherwise positive and intended experiences, and

WHEREAS, the economic vitality of the City and its Downtown is significantly dependent on the support of citizens, businesses and consumers for the revitalization and continued liveliness of the area, which is a high priority for the City's plans to preserve and expand the revenues and the existence of camping, sleeping and also storing personal property on the public way in the Downtown damages and negatively impacts the economic success of this area, and

WHEREAS, nothing in this section regulates conduct outside of the Downtown area, and

WHEREAS, this ordinance is timely and appropriate because current laws and City regulations are insufficient to address the aforementioned problems, and the restrictions contained herein are neither over broad nor vague and are narrowly tailored to serve a substantial government interest,

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF NAPERVILLE, DUPAGE AND WILL COUNTIES, ILLINOIS, in exercise of its home rule authority as follows

SECTION 1: Subsection 2 (Loitering) of Section 1 (Definitions) of Chapter 2 (General Offenses) of Title 10 (Police Regulations) is hereby deleted in its entirety, and replaced with a new Section 10-2-1-2, entitled, *Camping Sleeping or Storing Personal Property on Public Ways in the Downtown*, shown as follows

10-2-1-2: CAMPING OR SLEEPING, OR STORING PERSONAL PROPERTY ON PUBLIC WAYS IN THE DOWNTOWN.

1 DEFINITIONS

DOWNTOWN AREA For purposes of this Section, Downtown is hereby defined as that property, generally bounded on the north by Benton Avenue, the east by Ellsworth Street, the south by Aurora Avenue and west by Eagle Street (as depicted on the map attached to Ordinance No 09-121, approved on October 6, 2009)

PUBLIC WAY Any public property available for public use

CAMPING The use of public property or public ways for living accommodation purposes such as sleeping activities, or making preparations for sleeping, or storing personal belongings, or making a fire or using a device to provide heat, or using any tent or other temporary shelter outdoors

2 Prohibited:

2.1 No person shall camp or sleep upon a public way, including upon a blanket, chair, stool, or within a temporary structure that functions as a

shield to weather conditions or, any other object placed upon a public way within the Downtown

- 2 2 No person shall store, accumulate, mass together and maintain personal property such as supplies, goods, clothing, personal effects upon a public way within the Downtown.
3. Exceptions The prohibition in Section 2 shall not apply to any person
 - 3 1. Sleeping on a public way due to a medical emergency,
 - 3 2. Participating in or attending a parade, festival, performance, rally, demonstration, meeting, or similar event conducted on the public way pursuant to a special event permit
 - 3.3. Camping is permitted on residential property with the permission and consent of the property owner
- 4 No person shall be cited under this Section unless the person engages in conduct prohibited by this Section after having been notified by a law enforcement officer that the conduct violates this Section
5. Any person who violates any provision of this Section shall be subject to a fine of \$50 00 for a first or second offense within a 12-month period, and a fine of \$100 00 for a third or subsequent offense within a 12-month period Each day that a violation of this Section continues shall be considered a separate and distinct offense
- 6 Any person who violates any provision of this Section, and who continues to violate any provision of this Section, may be subject to an injunction to enforce this Section
- 7 Any person who accumulates, masses together and maintains personal property such as supplies, goods, clothing, personal effects upon a public way within the Downtown as prohibited in Section (2 2), shall be required to remove such personal property from the sidewalk within seven (7) days of notice to remove The fact that an action or proceedings have been instituted and are pending shall not preclude the City's ability to require removal of said personal property and to abate if the personal property is not removed as required herein Notice to abate the storage of personal property on a public way or public property within the Downtown shall be given to the owner or person in control of the personal property by personal service or by certified mail Upon the failure of the owner of the personal property to remove the personal property within seven (7) days from the date of service of the notice, the City shall lawfully remove the personal property The personal property removed from the public way by the City pursuant to this Section, shall be disposed of if not claimed by the owner within

thirty (30) days of its removal Any costs associated with such abatement and storage may be charged to, and assessed to the property's owner

- 8 The provisions of this Section are declared to be separate and severable The invalidity of any provision of this Section shall not affect the validity of the remainder of this Section

SECTION 2: This Ordinance shall be in full force and effect thirty days from approval and in accordance with law

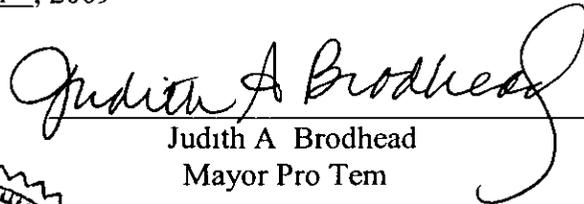
PASSED this 6th day of October, 2009

AYES FURSTENAU, HINTERLONG, KRAUSE, MILLER, BOYAJIAN,
BRODHEAD

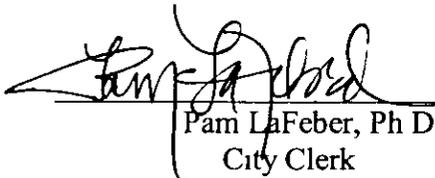
NAYS FIESELER

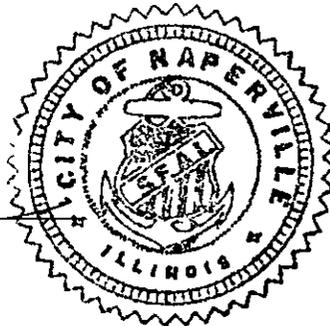
ABSENT PRADEL, WEHRLI

APPROVED this 7th day of October, 2009


Judith A. Brodhead
Mayor Pro Tem

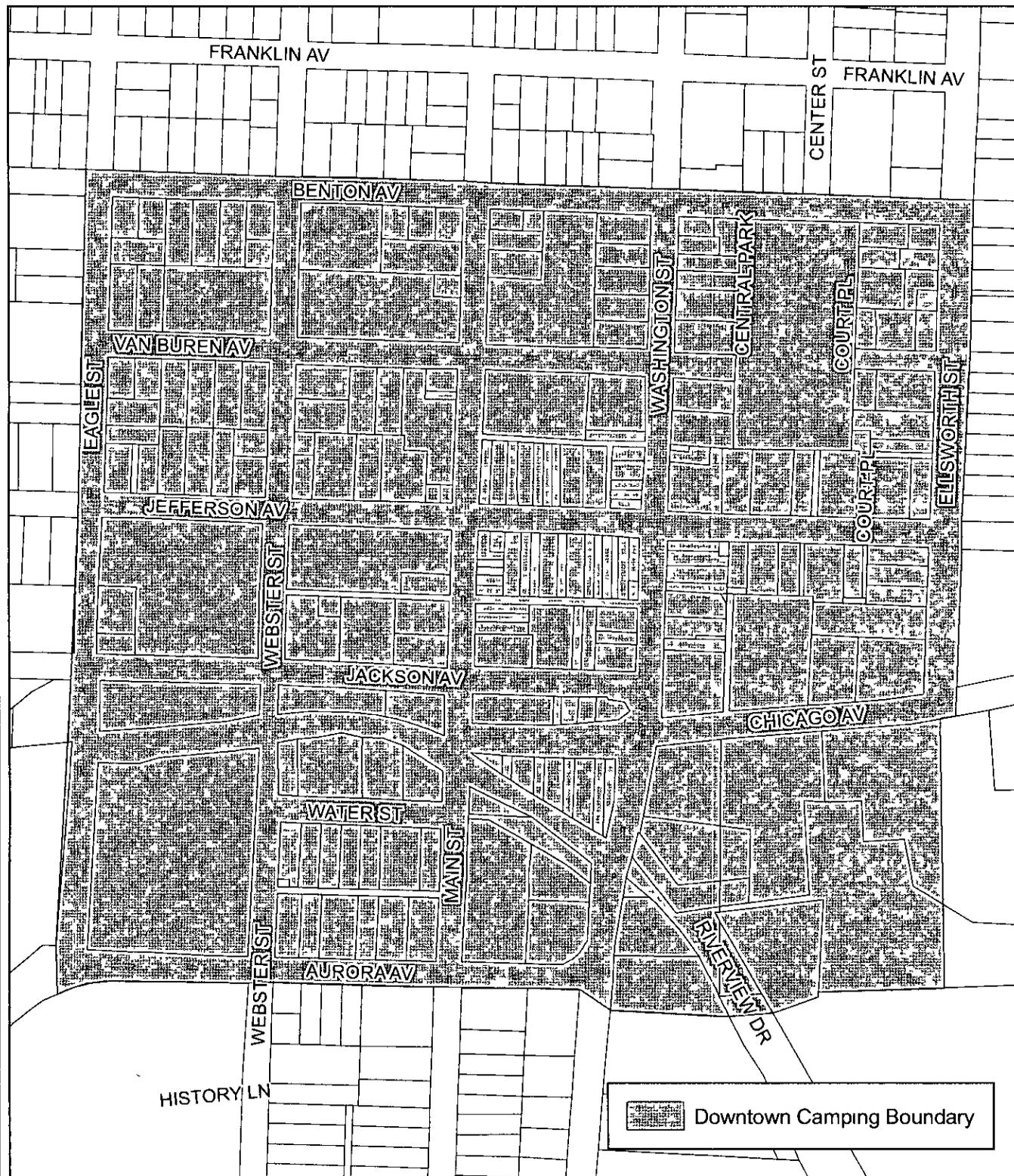
ATTEST


Pam LaFeber, Ph D
City Clerk



H:\DATA\LEGAL\ORDINANCES\10-6-09 Meeting\Camping on sidewalk final.docx

City of Naperville DOWNTOWN AREA



Transportation Engineering and
Development Business Group
Questions Contact (630) 420-6719
www.naperville.il.us
September 2009



This map should be used for reference only
The data is subject to change without notice
City of Naperville assumes no liability in the use
or application of the data. Reproduction or redistribution is
forbidden without expressed written consent from the City of Naperville



Naperville

CITY COUNCIL AGENDA ITEM

SUBJECT: Authorize the City Manager to hire an Equipment Operator

TYPE OF VOTE: Simple majority

ACTION REQUESTED:
Authorize the City manager to recruit externally and fill the vacancy for an Equipment Operator

BOARD/COMMISSION REVIEW:
N/A

COUNCIL ACTION PREVIOUSLY TAKEN:

Date	Item	No. Action
09/16/08	03	Hiring Freeze
02/03/09	L3	Authorize City Manager to internally fill vacancies that result in no change in FTEs and will be cost neutral or result in cost savings.
1/18/2011	L4	Authorize City Manager to hire an Equipment Operator - Tabled

DEPARTMENT: Human Resources

SUBMITTED BY: Victoria Perrault, Human Resources Manager

FISCAL IMPACT:
The recommended action will maintain Equipment Operator positions at the budgeted level of 45 positions and will result in savings because the new hire will start at \$20.52 per hour and the departing employee was paid \$30.12 per hour.

BACKGROUND:
On September 16, 2008, the City Council implemented a hiring freeze, requiring the City Manager to seek their approval prior to filling positions. On February 3, 2009, the City Council authorized the City Manager to fill vacancies internally without Council approval provided that the transfer is cost neutral or saves money, there is no increase in FTE's and that external hiring will be approved by the City Council.

Pursuant to the City's elimination of the four month spread for IMRF employees, the Department of Public Works had three employee departures in 2010. As a result of the departures, DPW eliminated one position, which will save \$80,500 annually. The two remaining departures were filled internally, which resulted in a vacancy in an Equipment Operator position. We ask for authority to fill the position of Equipment Operator externally, which will result in a starting hourly pay of \$20.52.

Staff recommendation to hire personnel

02/15/2011

Page 2 of 2

This agenda item was first discussed by the City Council at the January 18, 2011 City Council meeting. At that meeting, there was a discussion regarding the savings relating to the elimination of the Senior Administrative Assistant position. For clarification, the elimination of the Senior Administrative Assistant position will result in a savings of \$80,500 inclusive of salary and benefits and the position has been eliminated since the original agenda item.

The recommendation to grant approval to recruit externally and fill the vacancy of the Equipment Operator was tabled at the January 18, 2011 City Council meeting. The City Council requested additional information regarding the need to fill the position.

DISCUSSION:

	DEPARTMENT	JOB TITLE	RESULT	CHANGE IN BUDGETED HEADCOUNT
VACANCY:	Public Works	<i>Equipment Operator</i>	Recommend position be filled externally	0

The Equipment Operator is a core front line position in maintaining reliable, efficient and timely service to all city customers on a daily basis. During the City's budget deficits, DPW reduced the Equipment Operator workforce by two (2) positions, leaving the budgeted positions for this Fiscal Year at 45 (forty five). The City's Equipment Operators are responsible for major City programs including brush and leaf collection, winter operations, forestry, storm sewer repair and maintenance, street and right-of-way maintenance, special event support, traffic control and safety during street repair projects, and street sign installation and maintenance. Most recently, our Equipment Operators led the City's snow removal efforts clearing over 1,500 lane miles of city streets. If the position is not filled, the City will incur additional overtime and contract costs and slower service delivery including leaf pickup and snow removal.

RECOMMENDATION:

Authorize the City Manager to recruit and hire one Equipment Operator.



Naperville

CITY COUNCIL AGENDA ITEM

SUBJECT: Historic Preservation Ordinance Revisions (PC #10-1-144)

TYPE OF VOTE: Simple Majority

ACTION REQUESTED:

1. Conduct the first reading of an ordinance amending Section 1-9 (Municipal Finance), Section 2-15 (Historic Preservation Commission) and Sections 6-1, 6-2 and 6-11 (Historic Preservation) of the Naperville Municipal Code; and
2. Provide direction to staff regarding Options A and B with respect to the Historic District designation process.

BOARD/COMMISSION REVIEW:

The Historic Preservation Commission considered this matter on December 9, 2010 and voted unanimously to recommend approval of the proposed ordinance (Approved 6-0). The Plan Commission considered this matter on January 5 and 19, 2011 and voted to recommend approval of the proposed ordinance subject to an amendment to Section 6-11-4:3 (Approved 7-1). Staff concurs with the recommendation of the Historic Preservation Commission, but does not support the amendment made by the Plan Commission.

COUNCIL ACTION PREVIOUSLY TAKEN:

Date of Action	Item No.	Action
5/19/2009	J1	Approved the Unified Recommendation, including direction to prepare corresponding amendments to Title 6, Chapter 11 of the Municipal Code.
2/1/2011	N1	Tabled the first reading to February 15, 2011.

DEPARTMENT: TED – Planning Services Team

SUBMITTED BY: Ying Liu, AICP, Community Planner

FISCAL IMPACT:

N/A

BACKGROUND:

Based on City Council’s direction on November 18, 2008, a working group comprised of representatives of the Naperville Heritage Society, East Central Homeowners Organization, North Central College and City of Naperville staff initiated a public process to review, assess and strengthen the city’s historic preservation program. After extensive public debate, the group developed a set of joint recommendations (known as the “Unified Recommendation”) for

changes to the city's historic preservation regulations and the Historic Sites Commission (now the Historic Preservation Commission) composition and scope. The Unified Recommendation was the result of broad community input and consensus building, and represents the best solution reached among the diverse community interest. On May 19, 2009, the City Council approved the Unified Recommendation and directed staff to prepare corresponding amendments to Title 6 (Zoning Regulations), Chapter 11 (Historic Preservation) of the Municipal Code. For reference, the Unified Recommendation is included in Attachment 1.

DISCUSSION:

Per City Council's direction, a comprehensive re-write of the Historic Preservation Ordinance (i.e., Title 6, Chapter 11 of the Municipal Code) has been drafted in order to bring the ordinance in line with the Unified Recommendation. A summary of key changes proposed in the new ordinance and a copy of the existing Historic Preservation Ordinance are included in Attachments 2 and 3 for reference. In brief, the new ordinance codifies the changes approved through the Unified Recommendation and includes improved language to enhance the applicability and user-friendliness of the code. Other than the amendment proposed by the Plan Commission, there are no substantial new changes proposed in the ordinance other than those approved through the Unified Recommendation.

Public Process

After the first draft of the revised Historic Preservation Ordinance was prepared, staff presented it to members of the working group for an initial review in September 2010. Following individual review, the working group discussed their comments over the course of three meetings and reached consensus on additional revisions to produce the second draft of the ordinance. The second draft was released for public comment on October 25, 2010 through a variety of outreach methods including a public open house held on November 18, 2010 with a total of 9 residents and 5 Historic Preservation Commissioners in attendance.

The written comments received from the public and staff's responses are included in Attachment 4. The proposed Historic Preservation Ordinance has incorporated changes to address all written and verbal comments received.

Historic Preservation Commission Action

The Historic Preservation Commission considered the revised Historic Preservation Ordinance on December 9, 2010. One member of the public provided comments, who encouraged the commission to carefully evaluate any future project as a whole to make sure that the extent of demolition proposed would not result in a loss of the structure's contributing status in the Historic District. After limited discussion, the Historic Preservation Commission voted to recommend approval of the revised Historic Preservation Ordinance as proposed by staff (Approved 6-0). Staff concurs with the Historic Preservation Commission's recommendation.

Plan Commission Action

The Plan Commission held the public hearing for this case on January 5 and 19, 2011. One member from the public provided testimony at the January 5, 2011 Plan Commission meeting expressing a concern that the proposed ordinance may result in unintended consequences with respect to the extent of demolition permitted. She also noted the need for enforcement of the

Historic Preservation Ordinance Revisions (PC 10-1-144)

February 15, 2011

Page 3 of 4

maintenance and repair provisions of the ordinance. The Plan Commission discussed specific sections of the ordinance with respect to the:

- Process to designate landmarks and historic districts;
- Criteria for granting a Certificate of Appropriateness (COA);
- Maintenance and repair provisions; and
- Fines and penalties for illegal demolition.

Following the discussion, the Plan Commission requested additional revisions to be made and tabled the case to January 19, 2011.

On January 19, 2011, staff presented a revised ordinance to the Plan Commission that incorporated some of the changes requested by the Plan Commission as well as provided responses to the Plan Commission's comments. A summary of the Plan Commission's discussion from January 5, 2011 and staff's responses is included in the Plan Commission staff memo dated January 19, 2011 (Attachment 5). One member of the public provided testimony expressing a concern that the proposed ordinance does not offer sufficient protection for property rights. She proposed that ordinance revisions be made so that only a property owner is able to request Landmark designation of a property and the burden is placed on the petitioner to obtain 51% or more of owner consent in order to designate an Historic District. The Chairman of the Historic Preservation Commission (HPC) provided the Plan Commission a letter of support for the ordinance as approved by the HPC (Attachment 6).

The majority of the Plan Commission expressed support for a change to the process to require the petitioner to obtain 51% or more of owner consent in order to designate an Historic District. However, the Plan Commission felt that the Landmark designation process as proposed is appropriate. Following the discussion, the commission closed the public hearing and voted to recommend approval of the proposed Historic Preservation Ordinance subject to the condition that the last sentence of Section 6-11-4:3 (Designation of Historic Districts: Owners' Consent) be revised to "The City Council shall not grant a designation of an Historic District unless a petition is presented supporting the proposed designation that contains signatures of 51% or more of the Owners of real property within the area to be considered for designation as an Historic District, accompanied by an affidavit certifying the same" (Approved 7-1).

Commissioner Messer provided the dissenting vote. As a member of the Historic Preservation Commission and the East Central Homeowners Association Board, Commissioner Messer didn't support the amendment proposed by the Plan Commission and believes that the current language provides sufficient protection for property owners.

Summary:

With the exception of Section 6-11-4:3, the revised Historic Preservation Ordinance was supported by both the Historic Preservation Commission and Plan Commission and is consistent with the Unified Recommendation. Staff seeks the City Council's direction regarding the following two options (Options A and B) for the owner consent requirement in Section 6-11-4:3 provided in Page 16 of the attached ordinance:

Option A: Concur with the Historic Preservation Commission and staff to maintain the recommendation of the Unified Recommendation to require at least 51% of property owners' opposition to stop an Historic District designation process; or

Option B: Concur with the Plan Commission to deviate from the Unified Recommendation to require at least 51% of property owners' consent before an Historic District can be designated.

A summary of the two options and the commission's recommendations is provided below:

	Unified Recommendation	Historic Preservation Commission Recommendation	Plan Commission Recommendation
<u>Option A</u> : No new Historic District if 51% or more of owners oppose.	√	√	
<u>Option B</u> : No new Historic District unless 51% or more of owners consent.			√

Staff supports Option A. The Historic District designation process proposed in Option A is consistent with the Unified Recommendation approved by the City Council on May 19, 2009. The Unified Recommendation was the result of broad community input and consensus building, and represents the best solution reached among the diverse community interest. While Option B recommended by the Plan Commission is an alternative, it is not consistent with the Unified Recommendation or its intent to promote historic preservation by reducing the obstacles to creating an Historic District while affording sufficient protection for property owners.

RECOMMENDATION:

Conduct the first reading of an ordinance amending Section 1-9 (Municipal Finance), Section 2-15 (Historic Preservation Commission) and Sections 6-1, 6-2 and 6-11 (Historic Preservation) of the Naperville Municipal Code; and Provide direction to staff regarding Options A and B with respect to Historic District designation process.

ATTACHMENTS:

1. Attachment 1: Unified Recommendation – PC 10-1-144
2. Attachment 2: A Summary of Key changes to the Ordinance – PC 10-1-144
3. Attachment 3: Existing Historic Preservation Ordinance – PC 10-1-144
4. Attachment 4: Public written comments and staff responses – PC 10-1-144
5. Attachment 5: 1/19/2011 Plan Commission staff memo – PC 10-1-144
6. Attachment 6: HPC letter of support – PC 10-1-144
7. Ordinance Approving the Text Amendment – PC 10-1-144
8. 12/9/2010 Historic Preservation Commission Draft Minutes – PC 10-1-144
9. 1/5/2011 Plan Commission Minutes – PC 10-1-144
10. 1/19/2011 Plan Commission Draft Minutes – PC 10-1-144
11. NHS letter of support – PC 10-1-144

Recommendations for Naperville's Historic Preservation Ordinance and Commission

Unified Proposal Presented by the East Central Homeowners' Organization, North Central College, Naperville Heritage Society and the City of Naperville Planning Staff

A culmination of community discussion from November 2008 through April 2009.

Presented to the Naperville City Council on May 19, 2009.

Recommendations for Naperville’s Historic Preservation Ordinance and Commission

Table of Contents

Introductory Memorandum.....	3
Residents’ Concerns	4
Soliciting Community Input.....	5
Final Unified Recommendations.....	6-8
Statement of Purpose	6
Designating Districts and Landmarks.....	6
Commission Composition and Responsibilities	7
Commission Meeting Location and Format.....	7
Procedural Recommendations	8
Suggested Next Action Steps	9
Community Feedback and Working Group Responses.....	10-12
Appendix	14-15
Education and Training	14
Ideas for Future Consideration	15



Naperville



NORTH
CENTRAL
COLLEGE
NAPERVILLE, ILLINOIS
Founded 1861



ECHO

MEMORANDUM

TO: Mayor George Pradel and City Council Members

FROM: Naperville Preservation "Working Group":
Carol Schmidt and Susan Fitch, ECHO
Paul Loscheider and Alice Stonebraker, North Central College
Peggy Frank and Debbie Grinnell, Naperville Heritage Society
Suzanne Thorsen and Ying Liu, City of Naperville, T.E.D.

DATE: May 11, 2009

SUBJECT: **Unified Recommendations for Revisions to the Naperville's Historic Preservation Ordinance and Historic Sites Commission**

Pursuant to the November 18, 2008 request from the Naperville City Council, representatives from the Naperville Heritage Society (NHS), East Central Homeowner's Organization (ECHO), North Central College (NCC) and city staff (CON) met regularly to consider potential changes and prepare a unified recommendation as to the composition and mission of the Historic Sites Commission. We appreciated the extension beyond the original 90 day deadline in order to solicit as broad and comprehensive community feedback as possible.

The working group's objective was to establish a consensus recommendation that supported maintaining the historic district, strengthened the city's historic preservation ordinance, and sought the community's buy-in. The attached recommendation

- Identifies residents' issues regarding regulation of the historic district,
- Describes how and what community input was received,
- Details specific recommendations to improve the COA process for increased property owner satisfaction,
- Lists suggestions for continued education and training,
- Poses ideas and topics for future consideration, and
- Outlines next action steps.

The attached report is prepared and fully endorsed by all members of the working group on behalf of their representative organizations.

We look forward to responding to Council's questions, and move forward in appropriately and effectively preserving Naperville's historic architecture. It is our hope that a more streamlined, user-friendly process will encourage future landmark designations and proud and happy property owners within the historic district.

Concerns About Naperville's Current Preservation Ordinance

As reflected in feedback received through surveys, public testimony and discussion with community members, Naperville residents are interested in seeing the current historic district maintained and are potentially interested in new districts or additional landmarked properties. However, under the current practices of Naperville's existing Preservation Ordinance and Historic Sites Commission responsibilities, there are several concerns.

1. Property owners feel the current restrictions are onerous, prohibiting ease and economic reasonableness for normal and routine maintenance. There is the desire for expediency on minor issues while still retaining appropriate review processes.
2. There has been concern, by both property owners and city staff, of inconsistent interpretation and application of the existing ordinance and design guidelines. Strict interpretation of the Secretary of Interior's Standards for Historic Rehabilitation is considered unrealistic for private property owners.
3. There is the need for more user-friendly check lists and processes, including a less intimidating and more professional format working with the Historic Sites Commission.
4. Property owners want more informative, educational, and useful guidance for property maintenance and/or renovation of their properties.
5. Proper education and ongoing training for staff and commissioners is lacking, and yet is essential to effectively administer the preservation ordinance.
6. Property owners and residents throughout the town want to see the current historic district's architectural and aesthetic character retained through reasonable and equitable standards.
7. The desire to "clean up" the existing ordinance and codify what has been in actual practice was deemed extremely important.

Soliciting Community Input to Develop the Recommendations

The working group was very conscientious in reaching out to both residents of the current historic district and the community at large. Numerous techniques were used to disseminate information and solicit input. All feedback was given thorough and serious consideration. Recognizing that consensus would not result in an outcome that is ideal for all participants, the overriding philosophy used to reach compromise and decisions with a unified consensus was that “everyone could live with it.”

Techniques Used to Communicate with the Public

- ☐ Email blasts (City-160 addresses, NHS-746 addresses, ECHO-70 addresses)
- ☐ Websites: City of Naperville, Naper Settlement, Triblocal, NCTV17, Positively Naperville, NAHC
- ☐ Direct mailing to historic district and landmark property owners
- ☐ WONC radio interview
- ☐ NAHC packet and announcement at the 4/18/09 meeting
- ☐ Naperville SUN press releases
- ☐ Public Notice Posters at Naperville train stations, public libraries and municipal center
- ☐ NCTV17 “Spotlight on Naperville” and PSA announcements
- ☐ Electronic City Notes

November-December 2008:

- ☐ Workshop with current HSC commissioners
- ☐ Public meeting with ECHO/Historic District residents
- ☐ Individual discussions with Councilmen
- ☐ Met with city staff
- ☐ Newspaper and electronic invitation to the full community to voice their concerns and ideas

January-April 2009:

- ☐ Working group met biweekly
- ☐ Suzanne Thorsen, Ying Liu and Debbie Grinnell met in between group meetings to prepare draft ideas for consideration
- ☐ Outside expertise was sought from the IL Historic Preservation Council, National Trust, Landmarks IL and other communities with successful ordinances and procedures for guidance and advice to understand current trends and best practices

February 2009:

- ☐ Revised Statement of Purpose was publicly distributed
- ☐ The revised statement served as a guide for the working group’s continued deliberations

March-April 2009:

- ☐ Preliminary recommendations shared publicly
- ☐ Two public open houses held
- ☐ Written and verbal feedback received from the public
- ☐ Final recommendations considered all feedback received

Final Unified Recommendations

Proposed Statement of Purpose for the City of Naperville's Historic Preservation Ordinance

This statement establishes the global direction, tone and purpose recommended to guide the City of Naperville's efforts towards historic preservation.

In acknowledgment that Naperville's historic architecture, districts and neighborhoods contribute to the community's economic well-being and development, the purpose of this chapter [of the municipal code] is to protect these valuable resources by:

1. Fostering civic pride through public education and enhanced awareness of Naperville's rich history as embodied in its architecture, neighborhoods and districts.
2. Preserving Naperville's heritage by proactively providing tools and oversight to identify and protect landmarks and historic districts.
3. Protecting neighborhood character by requiring that rehabilitations, renovations and new improvements are compatible in terms of scale, style, exterior features, building placement and site access.
4. Supporting property owners and property values for designated historic areas or landmarks by encouraging repair, rehabilitations and renovations that are compatible with their historic, architectural and aesthetic character.

Proposed Process for Designating New Historic Districts and Landmarks

CURRENT DISTRICT DESIGNATION:

- One historic district
- 10% of owners must consent to nomination of district

CURRENT LANDMARK DESIGNATION:

- 2 landmarks currently designated
- No owner consent required for designation

PROPOSED DISTRICT DESIGNATION:

- Maintain current historic district
- 10% of owners necessary to petition for a new district designation process to begin
- If 51% of owners opposed, no new district
- Commission responsible for managing district designation process

PROPOSED LANDMARK DESIGNATION:

- Maintain current landmarks
- Owner consent is preferable in consideration of landmark
- Maintain city ability to landmark without owner consent

Proposed Commission Composition & Responsibilities

Based on community feedback, it became apparent that renaming the commission to the Naperville Historic Preservation Commission (HPC) would more clearly communicate the intent for the commission to do more than just review COAs, but encourage a broader awareness of historic properties beyond the currently designated historic district.

While the hard work and volunteerism of past and current Historic Sites Commissioners is recognized and appreciated, it is recommended that a new commission be appointed to work under the revised ordinance with a different set of expectations of responsibilities.

CURRENT COMPOSITION:

- 9 voting members
- 1 Plan Commission Liaison
- 4+ district residents
- 1 downtown business owner
- 1 realtor
- 1 person experienced in architecture or design
- 1 historian or person with historical interests

PROPOSED COMPOSITION:

- 9 voting members
- 1 Plan Commission Liaison
- 4 district or landmark property owners or residents
- 4 residents at-large with demonstrated interest in related fields
- 1 non-voting member (Heritage Society)

PROPOSAL OF COMMISSIONERS RESPONSIBILITIES (BEYOND COA REVIEW)

Commissioners will work with City Planning Staff to oversee creation and implementation of:

- Historic Building Design Guidelines
- COA Application Form (user-friendly)
- COA Procedural Guidelines (user-friendly check list)
- Ongoing training and educational plan for staff, commissioners, realtors, residents
- Potential development of local financial incentives

Commissioners will be expected to assist in proactively reaching out to the community to:

- Create awareness of the value of historic preservation
- Educate about available financial incentives for preservation
- Oversee architectural surveys, identifying their purpose and frequency
- Ensure ongoing evaluation of process and outcomes for efficiency and effectiveness

Proposed Commission Meeting Location

In an effort to create a more comfortable environment for residents to present COA applications and questions to the Commission, the following recommendation is being made:

- Municipal Center Meeting Rooms
- U- Shaped Table set up with microphones
- Name cards for commissioners
- Test Period of 3-6 months

Public may participate by:

- Signing up in advance
- And/or when called on by the commission chair
- Side conversations will not be tolerated as they are disruptive to the meeting flow and make recording difficult

Procedural Recommendations

The **Certificate of Appropriateness** (COA) procedural guidelines for Historic District & Landmarked properties identify what type of home improvement would trigger one of three actions:

- No review or Certificate of Appropriateness (COA) required
- Administrative COA required – review and approval by city planning staff
- Naperville Historic Preservation Commission (HPC) COA required – review and approval by the commission
- COAs are limited to primary facades visible from the street (i.e. primary façade = front and side facades facing the street for corner properties)
- It is encouraged that minor appurtenances (i.e. satellite dishes, solar cells, wind turbines) be placed in obscure rear locations to retain the architectural integrity of the building as viewed from the street

The overall intent of the **Historic Building Design Guidelines** will be to serve as an educational document that encourages sympathetic maintenance and renovations consistent with the historic architectural style and character of the structure and scale of the existing neighborhood.

- These guidelines will not include procedural references, but rather be a heavily illustrated resource of the predominant Naperville architectural styles through the 20th century to serve as an educational tool providing design guidance for rehabilitation of historic structures.
- As the currently designated historic district is primarily residential, the first guidelines prepared will have a residential focus with later additions addressing additional building types.

COA SUMMARY OVERVIEW

NO COA or REVIEW REQUIRED	ADMINISTRATIVE COA	HPC COA	DEMOLITION
<ul style="list-style-type: none"> <input type="checkbox"/> New structure/addition not visible from street <input type="checkbox"/> Storm doors <input type="checkbox"/> Deck (rear or side) <input type="checkbox"/> Detached garages <input type="checkbox"/> Rear porch <input type="checkbox"/> Gutters <input type="checkbox"/> Landscaping <input type="checkbox"/> Painting (including color) <input type="checkbox"/> Window A/C Units and similar appurtenances <input type="checkbox"/> Routine Maintenance & Repair (including porches and doors if no change in materials) <input type="checkbox"/> Signs & Graphics (already covered in other city code) <input type="checkbox"/> Fencing, if wood or iron open picket facing the street <input type="checkbox"/> Driveways (retaining existing alley or street access) <input type="checkbox"/> Rear Yard Improvements <input type="checkbox"/> Siding – ordinary maintenance and repair of less than 50% of the primary facade 	<ul style="list-style-type: none"> <input type="checkbox"/> Doors – in-kind replacement or use of wood or original materials <input type="checkbox"/> Windows – if using wood or aluminum-clad wood <input type="checkbox"/> Driveways – relocating existing street access no more than 5' <input type="checkbox"/> Roofs – in-kind replacement; use of asphalt or reversion to original material <input type="checkbox"/> Siding – if replacing more than 50% of the primary façade; reverting to the original materials; or changing from wood to fiber cement board (i.e. hardi plank) <input type="checkbox"/> Porches – in-kind replacement or COLUMNS – Replacement with wood, plaster or cement FLOORING - Wood or trex-like materials OTHER PORCH COMPONENTS – Original or wood materials <input type="checkbox"/> Shutters & Awnings – in-kind replacement 	<ul style="list-style-type: none"> <input type="checkbox"/> Doors & Windows - change in style, opening, or any type of materials not listed in Administrative COA <input type="checkbox"/> Garage – if attached <input type="checkbox"/> Driveways – new or relocated street access <input type="checkbox"/> Roofs - Change in height, pitch, or replacing with material that is not original to the building or is not asphalt <input type="checkbox"/> Siding - Change in reveal/profile or use of materials not listed in Administrative COA <input type="checkbox"/> Porches - change in size, style, new enclosure or use of materials other than those listed in Administrative COA <input type="checkbox"/> Shutters & Awnings - change in size, style or new addition <input type="checkbox"/> Addition visible from street <input type="checkbox"/> Fencing - along street if anything other than wood or iron open picket <input type="checkbox"/> New principal structure 	<p>Primary Façade (front & street side for corner lot)</p> <ul style="list-style-type: none"> <input type="checkbox"/> Refer to COA Outline <p>Secondary Façade (not facing the street)</p> <ul style="list-style-type: none"> <input type="checkbox"/> No COA of any type if like or similar materials are being used <i>and</i> new work doesn't protrude from the existing wall plane <input type="checkbox"/> HPC COA required if <ul style="list-style-type: none"> • removing an original feature visible from the street • if new work will protrude from the existing wall plane or change the building height visible from the street <p>Tertiary Façade (rear portion)</p> <ul style="list-style-type: none"> <input type="checkbox"/> No COA of any type <input type="checkbox"/> If substantial demo, adequate bracing of the primary façade(s) insured by structural engineer <p>Full Demolition</p> <ul style="list-style-type: none"> <input type="checkbox"/> HPC COA required

FINAL - City Council Meeting - 2/15/2011 - 216

Suggested Next Action Steps

There are numerous actions that would need to take place subsequent to City Council’s direction to implement the unified recommendations. Upon receipt of this report, the council should initiate amendments to the Municipal Code to modify the mission and composition of the Historic Sites Commission and direct the commission to interpret the current Preservation Ordinance in keeping with the intent of the unified recommendations. In addition, outlined below are the subsequent action steps identified by the working group. These steps, and potentially others, will need to be evaluated for prioritization and work load impact.*

1. Certificate of Appropriateness (COA):
1. A. Prepare the COA procedural guidelines including expected timeline for Administrative and HPC COA approvals.
1.B. Develop a user-friendly checklist identifying COA requirements.
1.C. Create a simple Administrative COA process including appropriate staff training for proper implementation.
1.D. Generate a regular Administrative COA reporting process to the HPC for information purposes.
2. Historic Building Design Guidelines:
2.A. Develop a comprehensive, Naperville-specific design manual guidelines in accordance with the unified recommendations.
3. Community Education and Outreach:
3.A. Initiate community education, publicity, and marketing awareness of the revised, streamlined procedures.
3.B. Develop an educational program for homeowners (both within the district and owners of historic properties outside the district) and realtors highlighting advantages to historic preservation.
3.C. Provide resources to property owners on existing state and federal tax incentive programs for historic preservation.
3.D. Prepare informational sheets for web posting and distribution to clarify key elements of Naperville’s Historic Preservation Ordinance and COA procedural guidelines and use of the historic building design guidelines.
4. Staff and Commissioner Training:
4.A. Join the appropriate organizations and develop a preservation resource library as outlined in the unified recommendations.
4.B. Develop an orientation program for new commissioners.
4.C. Create an annual and ongoing education and training program for commissioners.
4.D. Ensure the city’s practices for building permit review and inspections for historic properties are in accordance and consistent with the relevant approved COA.

* Following the Council’s endorsement of the unified recommendation and associated action steps, a work program will be established for implementation.

Progress related to implementation of the adopted recommendations will be communicated to the public through the use of the city’s website (<http://www.naperville.il.us/historicsites.aspx>) and e-News.

Community Feedback And Working Group Responses

The recommendations of the working group were well-received by the community, and ECHO residents in particular. While residents who provided verbal or written comments generally felt that the vast majority of concerns were addressed in the recommendations, the working group received specific comments on several areas of the recommendations. Based on community response, the preliminary recommendations were re-examined resulting in a few changes being incorporated into the final unified recommendations. The areas of consideration and the working group's responses are highlighted below.

STATEMENT OF PURPOSE

Statement of Purpose:

- ☐ Change the word "regulate" to "protect" in the 2nd bullet of the purpose statement.

Working Group Response:

- ☐ Incorporated the change as suggested.

GARAGES

Community Feedback:

- ☐ Mixed reaction to exempting garages from COA review.
- ☐ Agreed on the need for flexibility to make garages functional for contemporary use.
- ☐ Agreed to retain detached garages and rear alley access to maintain the neighborhood's historic appropriateness.
- ☐ Some advocated a COA review on the aesthetics of garage modifications and new garages.

Working Group Response:

- ☐ Photographed and reviewed all 16 garages deemed "significant" or "potentially significant" in the historic survey.
- ☐ Garages (size, placement) are already well controlled by city zoning codes.
- ☐ Previous community input indicated a preference to exempt things not visible from the street from COA review.
- ☐ Feedback expressed aesthetic preferences rather than preservation-related concerns.
- ☐ Agreed to address architectural compatibility of garages in the design guidelines.
- ☐ The HPC should continue monitoring garages to determine if COA review is needed.

COMMISSION SIZE AND COMPOSITION

Community Feedback:

- ☐ Mixed reaction to how many residents of the historic district should have seats on the new commission.
- ☐ Recognized past challenges in recruiting qualified commissioners and a lack of interest from outside of the historic district to serve on the commission.
- ☐ Some feel that the recommended number of residents on the commission is appropriate.
- ☐ Some are interested in having more than 4 district residents on the commission because they understand the challenges.
- ☐ Some suggested a smaller size commission.

Working Group Response:

- ☐ Stayed with recommending 4 district residents on the commission.
- ☐ Felt commissioners living outside of a district helps provide advocacy throughout the community and illustrates the value of historic preservation beyond that assumed by district property owners.
- ☐ Stayed with recommending nine voting members that are consistent with the majority of other city boards and commissions.
- ☐ Felt that a seven member commission could result in a tie vote in COA decisions (quorum = 4 people).

Community Feedback And Working Group Responses (cont.)

FENCES

Community Feedback:

- Some felt that fences should be subject to a COA review, including on interior lot lines.
- Expressed concern about chain link and privacy fences visible from front and corner sides.

Working Group Response:

- Modified recommendation to require COA review for fences facing the street or along a sidewalk if other than open wood or iron picket.
- Determined that interior fences are already addressed in the city code.
- Recommended addressing appropriate fence style in the design guidelines.

DISTRICT DESIGNATION AND DISSOLUTION

Community Feedback:

- Sought clarification if the recommended process for district designation was in reference to new districts.
- A resident would like to see provision for dissolution of a district.

Working Group Response:

- Clarified that the recommended process addressed NEW district designation.
- The current ordinance is silent on dissolution of a district. The working group felt it should remain that way.

WINDOW AIR CONDITIONERS

Community Feedback:

- A resident suggested requiring window air conditioners to have an administrative COA.

Working Group Response:

- Agreed to have the design guidelines suggest window air conditioners be placed on the secondary and tertiary facades.
- Did not feel this temporary equipment warranted requiring any type of COA since it was not a permanent change to the building.

DEMOLITION

Community Feedback:

- A suggestion to require a COA for any type of demolition, including removal of a portion of the house.

Working Group Response:

- General public feedback was strong that tighter restrictions than those recommended would inhibit adaptation to contemporary needs.

NAME OF COA (CERTIFICATE OF APPROPRIATENESS) AND COMMISSION

Community Feedback:

- A couple residents thought it might be advantageous to start from scratch with a new name/acronym for COA.
- Preliminary recommendation was for the Naperville Preservation Commission (NPC), but concern was voiced that it may be confused with the Naperville Plan Commission.

Working Group Response:

- After consideration of several ideas, it was decided to defer this suggestion for a new name/acronym for COA to the new commission.
- Agreed to recommend the Historic Preservation Commission, with the acronym of HPC.

Community Feedback And Working Group Responses (cont.)

WINDOWS

Community Feedback:

- ▣ Question of impact replacement would have on qualifying for state or federal tax incentives.

Working Group Response:

- ▣ Modified recommendations to eliminate vinyl-clad windows per guidance from the National Trust, National Park Service and IHPA.
- ▣ Recommended stating in design guidelines that state and federal tax incentives may be jeopardized if windows are replaced unless the originals are “well beyond repair.”

DEMOLITION STRUCTURAL REVIEW

Community Feedback:

- ▣ A resident suggested the option of an architect to provide structural evaluation for demolition purposes.

Working Group Response:

- ▣ Based on past experiences, the working group felt a structural engineer was the most prudent and appropriate requirement.

PROPERTY RIGHTS

Community Feedback:

- ▣ A resident indicated personal preference for property rights over any type of historic preservation governance.

Working Group Response:

- ▣ Only one individual cited this concern throughout the public input process.

COA Signage

Community Feedback:

- ▣ A resident suggested requiring people who applied for a COA to post a drawing of their proposed change in their front yard.

Working Group Response:

- ▣ Concern that a rendering might be expensive; the working group instead suggests the city loan a generic yard sign to COA applicants to post stating the date of the upcoming commission meeting at which their project will be discussed.

Appendix

Suggestions for Education and Training

It is strongly recommended that the City allocate the time and financial resources to ensure that city staff and historic preservation commissioners are properly trained and receive ongoing education for the effective application of the preservation ordinance and COA process. The commitment to ongoing training and professional development will ensure ability to stay abreast of best practices, changing trends and network with others facing similar challenges. It will also provide the vehicle in which to better communicate and educate the residents as to appropriate care of historic properties. Listed below are preliminary ideas generated by the working group. These need to be evaluated, prioritized and considered as funding permits.

Commissioner & Community Workshops:

Workshops, such as these, may be conducted for the commission and residents.

- ☐ Illinois Historic Preservation Agency (IHPA) training program for new commissioners.
- ☐ Adjacent communities can be invited to share sample materials, programs, processes and success stories.
- ☐ Landmarks Illinois and National Trust for Historic Preservation's Chicago Office may offer training on the value and benefits of historic preservation.
- ☐ Unified Recommendation: An overview of processes and practices
- ☐ History of Preservation in Naperville
- ☐ Tax Benefits and Financial Incentives
- ☐ Architectural Surveys
- ☐ 20th century or recent past architecture
- ☐ Mechanics of rehabilitation – windows, siding, doors, roof, porches, etc
- ☐ Building Relationships with other Preservation Organizations
- ☐ Basis of property tax assessments (with township assessor)
- ☐ "Marketing" the District and Preservation in Naperville

Institutional Memberships:

The City of Naperville currently holds membership in the National Trust for Historic Preservation and Illinois Association of Preservation Commissions. The benefit of the City's membership in the following additional organizations should be evaluated for community and professional growth:

- ☐ Landmarks Illinois (\$20)
- ☐ National Alliance for Preservation Commissions (\$130)
- ☐ Preservation Action (\$55)
- ☐ Suburban Preservation Alliance (free)

Preservation Resource Library:

The preservation resource library can be utilized for commissioner training, community workshops and internal reference on an ongoing basis. Some basics are listed below.

- ☐ IHPA DVD Series (\$30)
 - Residential Architectural Styles in Illinois
 - Windows: Preservation Treatments
 - The Secretary of the Interior's Standards for Rehabilitation: Interpretation & Application
- ☐ National Trust Publications (\$150 for one set)
 - Basic Preservation: What Every Board Member Needs to Know
 - Design Review In Historic Districts
 - Historic Building Facades: The Manual for Maintenance and Rehabilitation
 - Getting to Know Your 20th Century Neighborhood
 - A Self-Assessment Guide for Local Preservation Commissions

Conferences & Seminars:

Attendance at local seminars and conferences should be evaluated for community and professional benefit in light of financial impact. National Trust conferences may be worth considering in the future. The following local conferences are scheduled for 2009:

- ☐ IHPA Certified Local Government Conference Fall 2009 in Quincy, IL
- ☐ Upper Midwest Preservation Conference September 24-26, 2009, Chicago

Ideas for Future Consideration by the Naperville Historic Preservation Commission

Several good ideas were brought forth by community members that the working group felt deserved continued deliberation. However, they were not fully evaluated by the working group and not considered to be of a priority nature for the current evaluation. Rather than losing sight of these suggestions, they are listed here for future consideration.

Areas for future consideration:

- ▣ Ongoing communication techniques with historic district residents and the community at large.
- ▣ Role of “green” enhancements to historic properties.
- ▣ Evaluation of the potential use of “recycled” or “salvaged” materials in historic properties.
- ▣ Annual evaluation of the Commission’s performance and resident satisfaction with the COA process.
- ▣ Ongoing evaluation of the Preservation Ordinance, COA procedural guidelines and historic building design guidelines to insure they remain responsive to the community’s needs.
- ▣ Submit grant applications through CLG and other sources to support workshops, training, educational outreach, recognition programs and more.
- ▣ Utilization of federal or state pass-through funds for maintenance, weatherization, etc.
- ▣ Aligning preservation issues, where appropriate, with other strategic initiatives identified annually by the City Council.
- ▣ Development of a potential local financial incentive program for improvements, green initiatives, maintenance, weatherization, etc.
- ▣ As warranted, studying property value analysis in the historic district as compared to other neighborhoods.

**Historic Preservation Ordinance Revisions
A Summary of Proposed Key Changes to Section 6-11 (Historic Preservation) of the
Municipal Code**

6-11-1: Purpose

- The purpose statement is revised to be consistent with the Unified Recommendation¹.

6-11-3: Designation of Landmarks

- The overall process to designate a Landmark is improved (see Figure 1).
- Language was added to provide clearer guidance for the submission of Landmark designation requests.
- Non-applicant owners are given an opportunity to provide input and submit evidence in support of or in opposition to the Landmark designation prior to the commission's consideration of the application.
- If the applicant for a Landmark is not the owner, the applicant is required to notify the owner of the application and the public hearing.
- The commission and the City Council will consider the owner's consent in determining whether an improvement should be designated as a Landmark. This is added to be consistent with the Unified Recommendation.

6-11-4: Designation of Historic Districts

- The overall process to designate an Historic District is improved (see Figure 2).
- Language was added to provide clearer guidance for submission of Historic District designation requests.
- At least 10% of owner consent will be required to initiate the process to designate an Historic District. This is added to be consistent with the Unified Recommendation.
- The applicant is required to notify property owners within the proposed Historic District regarding the application and the public hearing.
- Two options are presented regarding the owner consent requirement for designating an Historic District:
 - Option A (consistent with the Unified Recommendation, staff and the Historic Preservation Commission's recommendation): A proposed Historic District cannot be designated if 51% or more of the property owners oppose the designation.
 - Option B (consistent with the Plan Commission's recommendation): A proposed Historic District cannot be designated unless 51% or more of the property owners consent to the designation.

6-11-7: Certificate of Appropriateness Not Required & 6-11-8: Certificate of Appropriateness Required

- The Certificate of Appropriateness (COA) requirements are revised to be consistent with the Unified Recommendation. A summary of the three types of improvements are included in Table 1 and listed below:
 - Improvements that do not require a COA;
 - Improvements that require a COA subject to administrative review; and

¹ On May 19, 2009, the City Council approved a Unified Recommendation, which proposed comprehensive changes to the City's Historic Preservation Program. Visit the [City's Website](#) to download a copy of the Unified Recommendation.

- Improvements that require a COA subject to the review of the Historic Preservation Commission (HPC).
- An appeal process has been added to the procedures for the administrative COA review to be consistent with the Unified Recommendation.
- The procedures for the HPC review of COA's are revised to provide sufficient and effective notification for all COA cases that are subject to the HPC review. A comparison of the notification requirements provided in the existing ordinance and the proposed notification requirements for the HPC COA's is included in Table 2.
- The previous Historic Building Design Guidelines provided that a COA expires if the work is not completed within 18 months of the issuance of the COA. The proposed ordinance extends the expiration deadline so that a COA expires if the work has not been completed within 3 years after the issuance of the COA and gives the Zoning Administrator the ability to extend the expiration period for up to 2 years. This allows applicants additional time to complete an approved project.
- The standards for issuance of a COA are revised to be consistent with the Unified Recommendation, including the following:
 - Change the heading from "Standards for issuance of a COA" to "Factors for consideration of a COA application", as what is included will not be utilized as standards but rather as factors taken into consideration to determine whether a COA should be approved.
 - Remove the reference to the "Secretary of the Interior's Standards for Rehabilitation" and the Historic Sites Commission Design Guidelines.
 - Add compatibility with district character and compatibility with the style of the existing structure as factors to be considered.
 - Add a reference to the Historic Building Design and Resource Manual as a resource for the commission.

Attachments:

Figure 1: Proposed procedures for Landmark designation

Figure 2: Proposed procedures for Historic District designation

Table 1: A summary of COA requirements

Table 2: A summary of the existing and proposed COA notification requirements

Figure 1: Proposed Procedures for Landmark Designation[‡]

[†]May be extended for another 30 days upon written request of the owner.

*If the owner consents, the 150-day valid period of the application may be extended for up to 60 days upon written request of the applicant. In addition, the City Council may extend the timeframe for up to an additional 30 days.

[‡]The timeframes provided in this flowchart reflect the maximums allowable per code. The actual timeframes may be shorter.

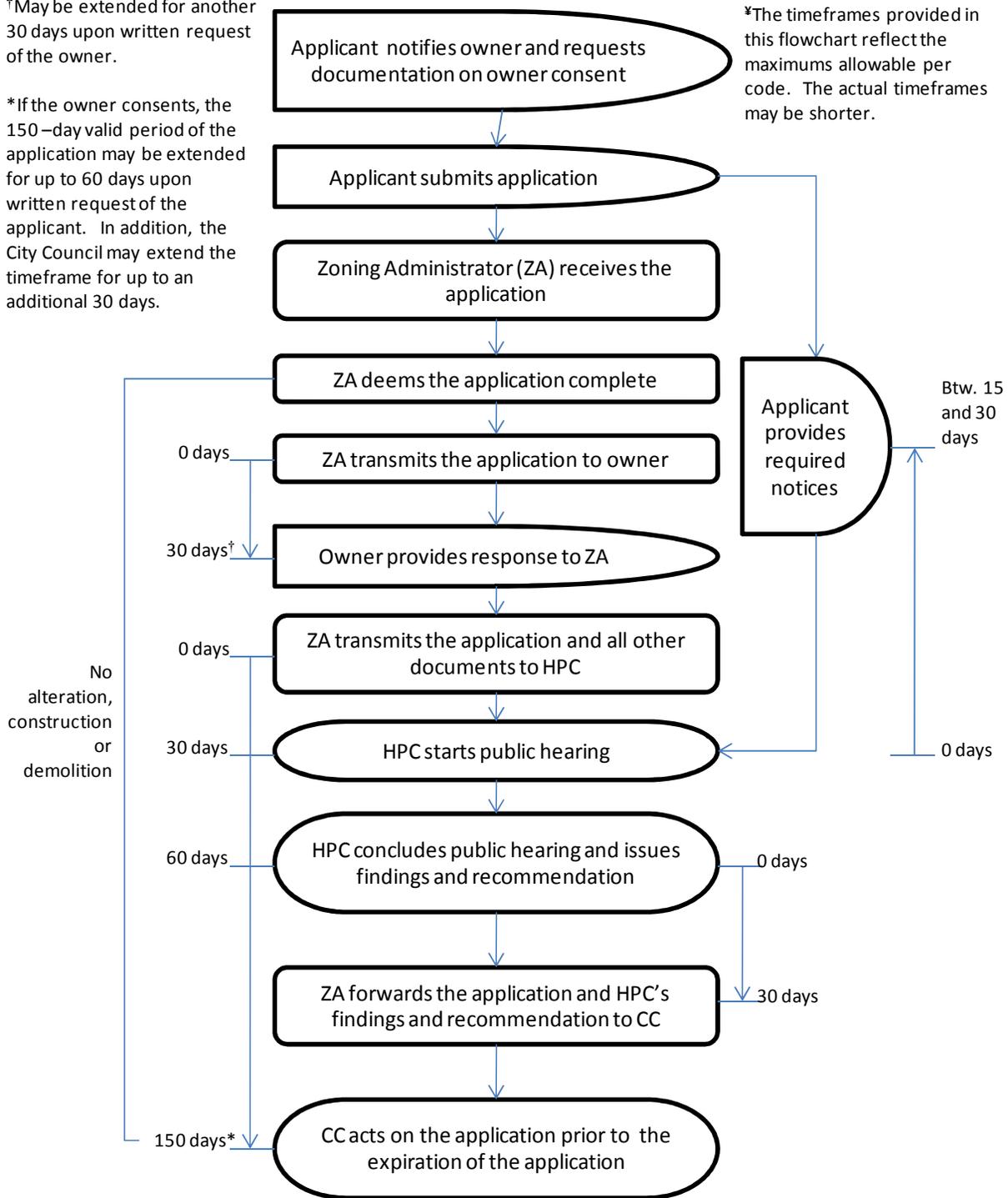


Figure 2: Proposed Procedures for Historic District Designation*

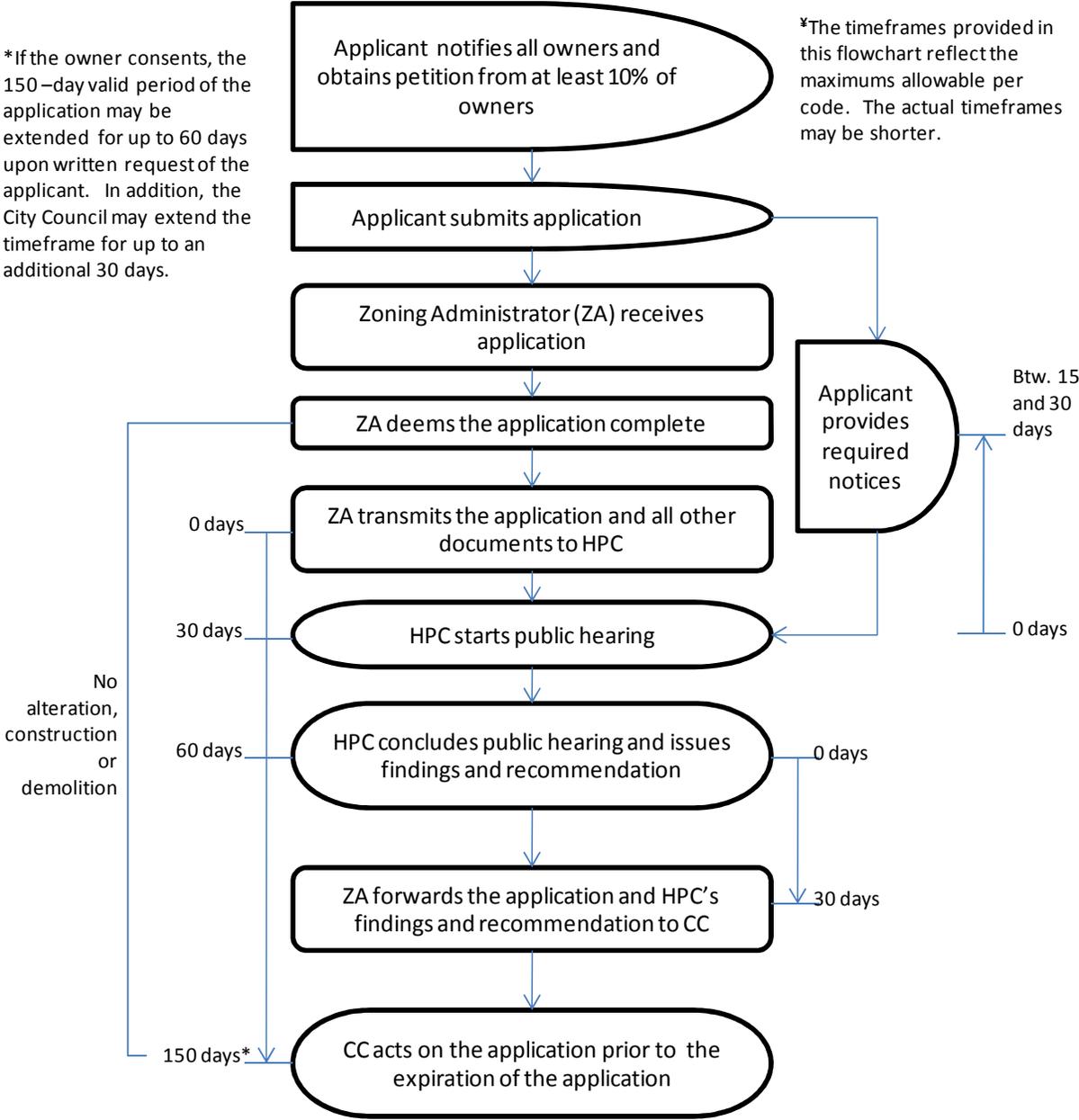


Table 1: A Summary of the Revised COA Requirements (Consistent with the Unified Recommendation)

NO COA or REVIEW REQUIRED		COA or REVIEW REQUIRED	
IMPROVEMENT TYPE	ADMINISTRATIVE COA	HPC COA	
<ul style="list-style-type: none"> ○ Secondary (interior side) or rear façades not visible from the street. ○ In-kind replacement of less than 50% of building materials on the primary façade(s) with use of original materials or fiber cement board in place of wood. ○ Detached garages. ○ Any accessory building or structure in the rear yard (e.g. shed, deck, patio, and trellis). ○ New or relocated driveway access from the alley or the corner side street; relocation of the existing driveway access from the front street. ○ Wood or iron open fences; fences of any type in the interior side yard or rear yard. ○ Air conditioning units, gutters, downspouts, antennas, satellite dishes, and mail boxes. ○ Painting. ○ Landscaping. ○ Signs and graphics. ○ Storm windows and doors. 	Doors	In-kind replacement with use of wood or original material.	New opening, a change in style or opening, or use of material that is not wood or original material.
	Windows	In-kind replacement with use of wood or aluminum clad wood.	New opening, a change in style or opening or use of material other than wood or aluminum clad wood.
	Roofs	In-kind replacement with use of asphalt or original material.	Any change in height or pitch; or use of materials that are not asphalt or original material.
	Exterior Building Materials	In-kind replacement of 50% or more of the primary façade(s) with use of original material or fiber cement board in place of wood.	Any change in reveal or profile; or use of materials that are not specified under Administrative COA.
	Porches	In-kind replacement in whole or replacement of porch columns with use of wood, plaster or cement materials; porch flooring with use of wood or composite decking materials; or other porch components with use of wood or original material.	New enclosure, a change in size or style, or use of material that is not listed under Administrative COA.
	Shutters & Awnings	In-kind replacement with use of original material.	New shutters or awnings, a change in size or style, or use of material that is not original to the structure.
	Other Features	N/A	A change in size or style; or use of material that is not original.
	Principal Structures	An exact duplication of the original structure with use of materials listed under this column (Administrative COA).	New principal structures; reconstruction of a principal structure that will not match the original improvement or result in use of material not listed under Administrative COA.
	Additions	N/A	The primary façade(s).
	Demolition	N/A	Demolition of a principal structure in whole; removal without replacement of original architectural features.
Driveways	N/A	New driveway access from the front street.	
Fences:	N/A	Open fences comprised of material other than wood or iron or solid fences in the front or corner side yards.	
Garages	N/A	New attached garages.	
Appurtenances	N/A	Solar panels and skylights on principal structures.	

Table 2: A summary of the Existing and Proposed COA Notification Requirements

Existing COA Procedures		Proposed HPC COA Procedures*	
Public Hearing:		Public Meeting:	
When:	Demolition, Partial Demotion, Removal of Exterior	When:	All COA requests subject to the HPC review
Notification:	<ul style="list-style-type: none"> ○ Notice in the Newspaper published 15 days prior to the hearing. ○ Written notification to the persons to whom the current real estate tax bills are sent, within 250' of the subject property, sent 15 days prior to the hearing ○ Notification for a public meeting 	Notification:	<ul style="list-style-type: none"> ○ Sign on the property 10 days prior to the meeting ○ Written notification to residents or property owners within 250' of the subject property sent 10 days prior to the meeting ○ Notification for a public meeting
Testimony:	Commission is required to accept testimony	Testimony:	Commission is required to accept public comments
Public Meeting:			
When:	All other COA requests such as new construction, addition, alteration, renovation, etc.		
Notification:	Notification for a public meeting		
Testimony:	Commission is not required to accept testimony		

**There is no notification requirement proposed for administrative COA's.*

CURRENT HISTORIC PRESERVATION ORDINANCE

**TITLE 1 (ADMINISTRATIVE)
CHAPTER 9 (MUNICIPAL FINANCES)
ARTICLE F (DEVELOPMENT, ZONING AND SUBDIVISION FEES)**

1-9F-1: FEES AND CHARGES RELATING TO ZONING:

...

1. Publication Fees: Applicants petitioning for a zoning variance, amendment or conditional use (including a planned unit development) shall pay the actual cost of publishing legal notices as required by ordinance and state statute. Applicants shall deposit with the city forty dollars (\$40.00) per required legal notice upon filing their applications. The balance due for publication costs will be due prior to adoption of the final ordinance approving the requested action.

**Title 2 (BOARDS AND COMMISSIONS)
CHAPTER 15 (HISTORIC PRESERVATION COMMISSION)**

2-15-4: POWERS AND DUTIES:

...

3. Review all applications for issuance of certificates of appropriateness and all applications for relief from certificate of appropriateness requirements because of economic hardship and report findings and grant or deny such applications subject to the standards and procedures established by [title 6, chapter 11](#) of this code.

**TITLE 6 (ZONING REGULATIONS)
CHAPTER 2 (GENERAL ZONING PROVISIONS)**

6-2-12: FENCES:

1. Residence Districts: Except as provided in Subsection 6-2-12.4 of this Section, Section 6-2-13 of this Chapter, and Section 7-4-3 of this Code, the establishment of all fences in residence districts shall be regulated as follows:
 - 1.1. Fences not exceeding three (3) feet in height may be constructed and maintained at any point behind the front or corner side yard lot lines.
 - 1.2. Open fences, as described in this Subsection, not exceeding four (4) feet in height may be constructed and maintained at the front or corner side yard lot line.
 - 1.2.1. An open fence shall be designed so that an area equal to thirty percent (30%) of the width of each upright remains unobstructed.
 - 1.2.2. Examples of open fences include, without limitation, picket, chainlink, wrought iron, and split rail.

**TITLE 6 (ZONING REGULATIONS)
CHAPTER 11 (HISTORIC PRESERVATION)**

6-11-1: PURPOSE:

The purpose of this chapter is to identify those structures, sites and neighborhoods in the city that have historic, architectural and aesthetic significance and to preserve and maintain them for current and future residents by encouraging renovation, rehabilitation and repair that is consistent with their historic, architectural and aesthetic character.

Furthermore, it is the purpose of this chapter to strengthen the economy of the city by stabilizing and improving property values in historic areas, and to encourage new or rehabilitated buildings and developments that will be harmonious with existing historic structures, sites and neighborhoods. (Ord. 84-201, 12-17-1984)

6-11-2: DEFINITIONS:

The following definitions of word use shall apply:

ALTERATION: Any act or process which changes one or more of the "exterior architectural features" of an improvement.

CERTIFICATE OF APPROPRIATENESS: A certificate authorizing plans for alteration, construction, demolition or removal of an improvement which has been designated a landmark or which is located within an historic preservation district.

COMMISSION: Historic sites commission.

CONSTRUCTION: Any act or process whereby a new improvement is built, an existing improvement is expanded in size or area, or a demolished improvement is rebuilt.

DEMOLITION: Any act or process which destroys all of an improvement.

EXTERIOR ARCHITECTURAL FEATURE: The architectural style, design, general arrangement and components of all of the outer surfaces of an improvement, as distinguished from the interior surfaces enclosed by said exterior surfaces, including, but not limited to, the kind of building materials and the type and style of all windows, doors, lights, signs and other fixtures are pertinent to such improvement, visible from any public street or thoroughfare. An alley shall not be considered a public street or thoroughfare for the purposes of this definition.

HISTORIC PRESERVATION DISTRICT: Any area which:

1. Contains improvements which:
 - 1.1. Have a special character or special historic or aesthetic interest or value; and
 - 1.2. Represent one or more periods or styles of architecture typical of one or more eras in the history of the city; and
 - 1.3. Cause such area, by reason of such factors, to constitute a distinct section of the city; and
2. Has been designated by the city council as an historic preservation district pursuant to the provisions of this chapter.

IMPROVEMENT: Any building, structure, site, parking facility, fence, gate, wall, work of art or other object constituting a physical betterment of or addition to real property, or any part of such betterment or addition.

INTERIOR: The visible surfaces of the enclosed or inside portions of an improvement.

LANDMARK: Any improvement, which has a special historical, community or aesthetic interest or value as part of the development, heritage or cultural characteristics of the city, state or nation and which has been designated by the city council as a landmark pursuant to the provisions of this chapter. Landmarks include improvements which reflect or exemplify the cultural, political, spiritual, economic, social or artistic history of the city, state or nation, or which are identified with historic personages or with important events in local, state or national history, or which embody the distinguishing characteristics of an architectural specimen, inherently valuable for a representation of a period, style or method of construction, or a notable work of construction, or a notable work of a master designer or architect whose individual genius influenced his era.

ORDINARY REPAIRS AND MAINTENANCE: Any work done on or replacement of any part of an improvement for which a permit issued by the department of community development is not required by law, where the purpose and effect of such work or replacement is to correct any deterioration or decay of or damage to such improvement or any part thereof and to restore the same, as nearly as may be practicable, to its condition prior to the occurrence of such deterioration, decay or damage.

OWNER: Any person, group of persons, partnership, corporation or other legal entity holding legal or equitable title to real estate located within the city, including, but not limited to, contract purchasers and all of the beneficiaries under a land trust.

PARTIAL DEMOLITION: Any act or process which destroys part of an improvement in order to accommodate an addition to the improvement.

REMOVAL: Any act or process which changes the location or position of an improvement or of any portion of an improvement.

TAX PARCEL: Any lot, block, tract or other piece of real property, whether tax exempt or not, which has been assigned a permanent real estate index number, as shown on the record of the local real estate tax collector.

6-11-3: DESIGNATION OF LANDMARKS:

1. Procedure:

- 1.1. Any person, group of persons or association, or the historic sites commission on its own initiative, may request landmark designation for any improvement which is located within the corporate limits of the city and which may have historic significance as set forth in the criteria for evaluation. No such person, group of persons or association, nor the commission, shall be required to obtain the consent of the owner of the improvement prior to filing the application for landmark designation, nor shall the owner's consent be required as a condition of designation itself.

The application for landmark designation shall be in writing and shall contain such information and be in such form as the commission shall, by rule, prescribe from time to time. Forms required for landmark designation shall be supplied by the zoning administrator, upon request.

- 1.2. The application for landmark designation shall be filed with the zoning administrator. Within five (5) working days of filing, the zoning administrator shall transmit the application to the commission for review and public hearing.
- 1.3. Within sixty (60) days after filing of the application for landmark designation, the commission shall hold a public hearing on the question of proposed landmark designation.
- 1.4. Prior to the public hearing on the application for landmark designation, the commission shall conduct a study of the improvement proposed for landmark designation and make a report containing preliminary findings on the historic, architectural and aesthetic significance of the improvement.
- 1.5. Notice of the public hearing shall be published at least once before the public hearing in a newspaper of general circulation in the city.

The applicant shall, no later than fifteen (15) days in advance of the public hearing, post, on the improvement being considered for designation as a landmark, a sign no smaller than four (4) square feet. Said sign shall state that the improvement is being considered for designation as a landmark, and shall bear the information required to be contained in published notices.

The applicant shall also give written notice to the persons to whom the current real estate tax bills are sent, as shown on the record of the local real estate tax collector, of all tax parcels, whether tax exempt or not, lying within one hundred fifty feet (150'), exclusive of public right of way, of the property lines of the parcel of land on which the improvement proposed for landmark designation is located. The written notices shall be delivered personally or may be sent by first class mail, properly addressed, with sufficient prepaid postage affixed thereon. The written notices shall contain all of the information required of all published notices. The applicant shall file a sworn affidavit with copies of the notices with the city clerk, showing the names and addresses of the persons to whom the written notices have been sent. Said affidavit shall be a presumption of the giving of said notices, which must be delivered or mailed, as required above, no later than fifteen (15) days in advance of the public hearing.

All published notices shall contain the number assigned to the application, the place, the nature, the purpose, and the date and time of such hearing, and the common address or location of the improvement in question, the name and address of the applicant and of the owner of the improvement, and the office address of the city clerk where full information, including a legal description, may be obtained concerning the application, and shall be published not more than thirty (30) nor less than fifteen (15) days in advance of such hearing.

- 1.6. The public hearing shall be conducted by the historic sites commission and a record of such proceedings shall be preserved in such manner as the commission shall, by rule, prescribe from time to time.

- 1.7. The commission shall make written findings of fact and shall submit same, together with its recommendations, to the city council within sixty (60) days of receipt by the commission of the application for landmark designation.
 - 1.8. Within one hundred twenty (120) days of the filing of the application, the city council shall grant or deny the application for landmark designation. If the city council approves the application for landmark designation, a notice of the designation will be sent by the city clerk to the applicant and the owner of the improvement and a copy of the ordinance effectuating the designation shall be recorded with the appropriate county recorder of deeds and with the appropriate township assessor.
 - 1.9. The person, group of persons or association submitting the application for landmark designation, including the Commission when acting on its own initiative, shall bear all costs of and pay all fees required in connection with said application. All fees shall be set by ordinance enacted by the City Council.
 - 1.10. During the period beginning with the filing of an application for landmark designation and ending with the final action of the City Council granting or denying said application, no exterior architectural feature of any improvement which is the subject of an application for landmark designation may undergo alteration, construction, demolition or removal if such alteration, construction, demolition or removal would be subject to the issuance of a certificate of appropriateness after designation. Nothing in this paragraph shall operate to bar ordinary maintenance or any work that is necessary to prevent or correct an imminently dangerous or hazardous condition.
 - 1.11. Landmarks shall be designated by ordinance.
 - 1.12. In the event that an application for landmark designation is denied by the City Council or does not proceed for any reason, no application for landmark designation of the same improvement shall be made within nine (9) months of the date of final action on the original application, unless the owner consents to such application and designation.
2. Standards for Designation of Landmarks: The Historic Sites Commission shall not recommend nor the City Council grant a designation of a landmark unless it shall make findings based upon the evidence presented to it in each specific case that the proposed landmark meets the following requirements:
- 2.1. That it is located within the corporate boundaries of the City; and
 - 2.2. That it is over thirty (30) years old, in whole or in part; and
 - 2.3. That one or more of the following conditions exists:
 - 2.3.1. That it may identify with an historic personage or with important events in national, State or local history;
 - 2.3.2. That it may embody the distinguishing characteristics of an architectural type inherently valuable for a study of a period, style, method of construction, or use of indigenous materials or craftsmanship;
 - 2.3.3. That it may represent the notable work of a master builder, designer or architect whose individual genius influences an era;

- 2.3.4. That it may be an improvement embodying all or part of the above characteristics, which is subject to encroachment of detrimental influences;
- 2.3.5. That it may be an improvement of historic, architectural, or cultural significance which is threatened with demolition by public or private action;
- 2.4. That it possesses integrity of design, materials, workmanship, setting, location, feeling and association; and
- 2.5. That it embodies such other qualities and characteristics as in the judgment of the Commission should be considered for the designation of a landmark.

6-11-4: DESIGNATION OF HISTORIC PRESERVATION DISTRICTS:

1. Procedure:

- 1.1. Any person, group of persons or association, or the Commission, on its own initiative, may request historic preservation district designation for any geographic area within the corporate limits of the City which may have historic significance as set forth in the criteria for evaluation. Such person, group of persons or association shall reside, live or own property within the area to be considered for designation, provided such person, group of persons or association or the Historic Sites Commission has obtained the written consent of ten percent (10%) of the owners of real property within the area to be considered for designation. Accessory structures such as garages, sheds or other storage facilities shall not be considered in computing the number of property owners. The total number of owners shall be determined on the basis of the total number of tax parcels within the area proposed for designation. For purposes of calculating the ten percent (10%) figure, the number of tax parcels owned, rather than the identity of the owner, shall prevail, so that, for example, one person who owns two (2) separate tax parcels shall be counted as two (2) "owners".
- 1.2. Each application for designation of an historic preservation district shall contain the following information:
 - 1.2.1. A map delineating the boundaries of the area proposed for designation.
 - 1.2.2. A written statement setting forth the character of the area and reasons for which the proposed area should be designated as an historic preservation district.
 - 1.2.3. Drawings or pictures of significant structures, sites or improvements within the designated area, including information as to age, condition, and use of each.
 - 1.2.4. Such other information as the Historic Sites Commission may, by rules, prescribe from time to time.

Forms required for designation of historic preservation districts shall be supplied by the Zoning Administrator, upon request.

The application for designation of an historic preservation district shall be filed with the Zoning Administrator, who shall promptly review the application to determine that it is complete. Within five (5) working days of filing, the Zoning Administrator shall transmit the complete application to the Commission for review and public hearing.
- 1.3. Within sixty (60) days after filing of the application for designation of an historic preservation district, the Commission shall hold a public hearing on the question of proposed designation.
- 1.4. Prior to the public hearing on the application for designation of an historic preservation district, the Commission shall conduct a study of the area proposed for designation as an

historic preservation district and make a report containing preliminary findings on the historic, architectural and aesthetic significance of the improvement. (Ord. 84-201, 12-17-84)

- 1.5. Notice of the public hearing shall be published at least once before the public hearing in a newspaper published within the City of Naperville, or if none, then in one or more newspapers with a general circulation within the City of Naperville which is published in DuPage or Will County. (Ord. 93-38, 3-2-93)

The applicant shall also give written notice to the persons to whom the current real estate tax bills are sent, as shown on the record of the local real estate tax collector, of all tax parcels, whether tax exempt or not, lying within the proposed district and all tax parcels, whether tax exempt or not, lying within one hundred fifty feet (150'), exclusive of public right of way, of the property lines of the parcel of land on which the area proposed for historic preservation district designation is located. The written notices shall be delivered personally or may be sent by first class mail, properly addressed, with sufficient prepaid postage affixed thereon. The written notices shall contain all of the information required of all published notices. The applicant shall file a sworn affidavit with copies of the notices with the City Clerk, showing the names and addresses of the persons to whom the written notices have been sent. Said affidavit shall be a presumption of the giving of said notices, which must be delivered or mailed, as required above, no later than fifteen (15) days in advance of the public hearing.

All published notices shall contain the number assigned to the application, the place, the nature, the purpose, and the date and time of such hearing, and the common address or location of the area in question, the name and address of the applicant or applicants, and the office address of the City Clerk where full information may be obtained concerning the application, and shall be published not more than thirty (30) nor less than fifteen (15) days in advance of such hearing.

- 1.6. The public hearing shall be conducted by the Historic Sites Commission and a record of such proceedings shall be preserved in such a manner as the Commission shall, by rule, prescribe from time to time.
- 1.7. The Commission shall make written findings of fact and shall submit same, together with its recommendations, to the City Council within sixty (60) days of receipt by the Commission of the application for designation of an historic preservation district. If the Commission recommends designation, a legal description of the proposed district, provided at the expense of the applicants, shall be forwarded to the Council with the Commission's recommendations and findings.
- 1.8. The Commission may recommend, or the Council may decide, without requiring further application, notice or hearing, that the area to be designated an historic preservation district be smaller than the area proposed in the application, provided that such smaller district be located entirely within the area originally proposed.
- 1.9. Within one hundred twenty (120) days of the filing of the application, the City Council shall grant or deny the application for designation of an historic preservation district. If the City Council approves the application for designation of an historic preservation district, notice of the designation will be sent by the City Clerk to the applicant and to all owners of record of

real property within the district, and a copy of the ordinance effectuating the designation shall be recorded with the appropriate County Recorder of Deeds and with the appropriate Township Assessor.

- 1.10. The person, group of persons or association submitting the application for historic preservation district designation, including the Commission when acting on its own initiative, shall bear all costs of and pay all fees required in connection with said application. All fees shall be set by ordinance enacted by the City Council. (Ord. 84-201, 12-17-84)
 - 1.11. During the period beginning with the filing of an application for designation of an historic preservation district, and ending with the final action of the City Council granting or denying said application, no exterior architectural feature of any improvement which is located in the proposed historic preservation district may undergo alteration, construction, demolition or removal if such alteration, construction, demolition or removal would be subject to a certificate of appropriateness after designation. Nothing in this paragraph shall operate to bar ordinary maintenance or any work that is necessary to prevent or correct an imminently dangerous or hazardous condition.
 - 1.12. Historic preservation districts shall be designated by ordinances.
 - 1.13. In the event that an application for designation of an historic preservation district is denied by the City Council or does not proceed for any reason, no application for designation of an historic preservation district including any portion of the same area shall be made within nine (9) months of the date of final action on the original application, unless all owners within the proposed historic preservation district consent to such renewed application and designation.
2. Standards for Designation of Historic Preservation Districts: The Commission shall not recommend nor the City Council grant a designation of an historic preservation district unless it shall make findings based upon the evidence presented to it in each specific case that the proposed historic preservation district meets the following requirements:
- 2.1. That it is located within the corporate boundaries of the City; and
 - 2.2. That it possesses integrity of design, materials, workmanship, setting, location, feeling and association; and
 - 2.3. That one or more of the following conditions exists:
 - 2.3.1. That it may exemplify the broad cultural, political, economic, or social history of the nation, State or community; or
 - 2.3.2. That it may identify with an historic personage or with important events in national, State or local history; or
 - 2.3.3. That it may embody the distinguishing characteristics of an architectural type inherently valuable for a study of a period, style, method of construction, or use of indigenous materials or craftsmanship; or
 - 2.3.4. That it may represent the notable work of a master builder, designer or architect whose individual genius influences an era; or
 - 2.3.5. That some architectural or land use characteristics are repeated throughout the area in a manner which distinguishes it from the rest of the city; or
 - 2.3.6. That it embodies such other qualities and characteristics as in the judgment of the commission should be considered for the designation of a historic preservation district.

6-11-5: APPLICABILITY OF ZONING PROVISIONS:

1. Zoning Classifications And Permitted Uses:

1.1. All landmarks and historic preservation districts shall also be classified in one or more of the zoning districts established by chapters 6 through 8 of this title. The zoning of any landmark shall be designated by a combination of symbols, i.e., R2-L, B3-L, etc. The zoning of any land in a historic preservation district shall be designated by a combination of symbols, i.e., R2-H, B3-H, etc.

1.2. For any landmark or any historic preservation district, all the regulations of the underlying zoning district shall apply, except insofar as such regulations are in conflict with any special regulations applicable to a landmark or historic preservation district, and in the event of a conflict, the regulations governing the landmark or historic preservation district shall apply. All permitted uses or conditional uses otherwise allowable in the underlying zoning district shall continue to be the appropriate allowable use.

2. Relationship To Plan Commission: The historic sites commission may, at the request of the plan commission ¹ or on its own initiative, prepare a written report to, and, in addition, may testify at any public hearing conducted by, the plan commission with respect to any matter being considered by the plan commission which may affect any improvement designated a landmark or any designated historic preservation district.

3. Conditional Uses: A copy of any application for a conditional use under the provisions of this title shall be forwarded by the plan commission to the historic sites commission, if the proposed conditional use would be within or immediately adjacent to a historic preservation district, or if the owner of a landmark would be entitled to notice under the provisions of this title.

Within a reasonable time after receipt of said copy of any such application for a conditional use, the historic sites commission shall review said application to determine the effect which the proposed conditional use would have on the landmark or historic preservation district, according to the appropriate criteria and architectural and aesthetic consideration for the granting of a certificate of appropriateness.

Within thirty (30) days after receipt of said copy of any application for a conditional use, the historic sites commission shall file with the plan commission any written report and recommendations it desires to make. Such written report and recommendations, and any testimony presented by the historic sites commission at a public hearing conducted by the plan commission, shall be briefly summarized in the report submitted by the plan commission to the city council. In lieu of such summary, the plan commission, at its discretion, may append the historic sites commission's report and recommendations to the written report and recommendations made by the plan commission to the city council. (Ord. 84-201, 12-17-1984)

4. Variances; Amendments To Zoning Title: A copy of any application for a variance from the provisions of this zoning title, or street graphics ordinance, and a copy of any proposed amendment to the map or text of the zoning ordinance shall be forwarded by the plan commission or the board of zoning appeals to the historic sites commission, if such proposed change would be within or immediately adjacent to a historic preservation district, or if the owner of a landmark would be entitled to notice under the provisions of [chapter 3](#) of this title.

Within a reasonable time after receipt of said copy of any such application for a variance from the provisions of this zoning title or an amendment to the map or text of this zoning title, the historic sites commission shall review said application to determine the effect which the proposed variance or amendment would have on the historic, architectural and aesthetic character of the landmark or historic preservation district, according to the appropriate criteria and architectural and aesthetic considerations for the granting of a certificate of appropriateness.

Within thirty (30) days after receipt of said copy of any application for a variance or a proposed amendment, the historic sites commission shall forward any written report and recommendations it desires to make to the commission or board from which the copy of the application or amendment was received. Such written report and recommendations, and any testimony presented by the historic sites commission at a public hearing conducted by the plan commission or board of zoning appeals concerning the proposed variance or amendment, shall be briefly summarized in any reports required to be submitted to the city council by the plan commission or board of zoning appeals, as applicable. In lieu of such summary, the plan commission or board of zoning appeals, at its discretion, may append the historic sites commission's report and recommendations to any written reports and recommendations required to be provided to the city council by the plan commission or board of zoning appeals. (Ord. 02-132, 5-21-2002)

6-11-6: LANDMARK CONSTRUCTION OR ALTERATION; CERTIFICATE OF APPROPRIATENESS:

Except as otherwise provided in this chapter and the "Historic Sites Commission Design Guidelines" adopted by the Naperville historic sites commission which are available for review and copying at the office of the city clerk, it shall be unlawful for any person to construct, alter, demolish or remove the exterior or any aspect of the exterior of any landmark or any improvement located within a historic preservation district, or to construct an improvement located within a historic preservation district unless the commission has previously authorized issuance of a certificate of appropriateness authorizing such work. A certificate of appropriateness shall not be required for ordinary repair and maintenance.

1. Certificate Required: A certificate of appropriateness is required for:
 - 1.1. Demolition, or partial demolition, or removal of the exterior or any portion of the exterior which is visible from the public right of way or is architecturally or historically significant pursuant to the guidelines set forth in subsection [6-11-3.2](#) of this chapter, of any landmark or any improvement located within a historic preservation district. A public hearing is required prior to issuance of a certificate of appropriateness under this subsection.
 - 1.2. Construction or alteration of the exterior or any aspect of the exterior which is visible from the public right of way of any landmark or any improvement located within a historic preservation district, subject to the historic sites commission design guidelines. A public hearing is not required prior to issuance of a certificate of appropriateness under this subsection.
2. Certificate Not Required: A certificate of appropriateness is not required for:
 - 2.1. "Ordinary repairs and maintenance" of improvements located within a historic preservation district as those terms are defined in section 6-11-2 of this chapter and the historic sites commission design guidelines.
 - 2.2. A partial demolition if the improvement to be demolished is not visible from the public right of way, is not architecturally or historically significant pursuant to the guidelines set forth in subsections [6-11-3.2.2.1](#) through [6-11-3.2.2.5](#) of this chapter, and where the replacement improvement will not be visible from the public right of way.

3. Procedures For Issuance Of Certificate Of Appropriateness:

3.1. Applications: All applications for a building permit or a demolition permit shall be accompanied by an application for a certificate of appropriateness when one is required. The application for a certificate of appropriateness shall be filed with the administrative office of the city designated by the city manager, which shall transmit a copy of the application for the building or demolition permit and a copy of the application for certificate of appropriateness to the commission. No additional costs shall be imposed for the application for certificate of appropriateness.

The application for a certificate of appropriateness shall include plans and specifications for the proposed work, or such other statement of the proposed work as is acceptable to the department of community development under the building or other applicable codes. The application shall also include such other information as the commission may, by rule, require from time to time.

3.2. Hearing: Within seven (7) days of the filing of an application under this section, the applicant may request a hearing on his application or the commission shall determine that a hearing is required under this section. The commission may also order a hearing where it deems a hearing to be warranted. Such determination shall be made within fourteen (14) days of the filing of an application.

3.3. Hearing Procedures:

3.3.1. All public hearings which are required shall be held no more than sixty (60) days after the filing of an application for a certificate of appropriateness.

3.3.2. Notice of the public hearing shall be published at least once before the public hearing, in a newspaper of general circulation in the city.

The commission shall notify the applicant in writing at least seven (7) working days prior to the hearing of the date, time and place of the hearing.

The applicant shall also give written notice to the persons to whom the current real estate tax bills are sent, as shown on the record of the local real estate tax collector, of all lots lying within two hundred fifty feet (250'), exclusive of public right of way, of the property lines of the parcel of land on which the improvement which is the subject of the request for certificate of appropriateness is located. The written notices shall be delivered personally or may be sent by first class mail, properly addressed and with sufficient postage affixed thereon. The applicant shall file a sworn affidavit with copies of notices with the city clerk, showing the names and addresses of the persons to whom the written notices have been sent. Said affidavit shall be a presumption of the giving of said notices, which must be delivered or mailed, as required above, no later than fifteen (15) days in advance of the public hearing.

All published notices shall contain the number assigned to the request, the place, the nature, the purpose, and the date and time of such hearing, and the common address or location of the improvement in question, the name and address of the applicant and of the owner of the improvement, and the office address of the city clerk where full information, including a legal description, may be obtained concerning the request, all

shall be published not more than thirty (30) nor less than fifteen (15) days in advance of such hearing.

3.3.3. The public hearing shall be conducted by the historic sites commission and a record of such proceedings shall be preserved in such a manner as the historic sites commission shall, by rule, prescribe from time to time.

3.3.4. Within thirty (30) days after the public hearing, the commission shall make written findings of fact and shall render a decision to grant or deny the application.

3.4. Nonhearing Procedure - Commission:

3.4.1. If the commission is scheduled to meet within thirty (30) days after the filing of the application, and no hearing is required under subsection 6-11-6.1.3 of this section, the commission shall consider the application at such meeting provided the application has been filed not less than seven (7) working days before the meeting.

3.4.2. The commission shall notify the applicant in writing at least seven (7) working days prior to the scheduled meeting of the date, time and place of the meeting at which the application will be considered.

3.4.3. Within thirty (30) days of the meeting at which it considers an application, the commission shall issue written findings of fact and shall render a decision to grant or deny the application. The commission shall notify the applicant, the owner of the improvement and the department of community development of its decision to grant or deny the application.

3.5. Nonhearing Procedure - Commissioner:

3.5.1. If the commission is not scheduled to meet within thirty (30) days after the filing of the application and no hearing is required under subsection 6-11-6.1.3 of this section, then the chairman of the commission and the director of the department of community development or their designees shall meet with the applicant to consider the application within fourteen (14) days after the filing of the application.

3.5.2. The director of the department of community development shall notify the applicant, in writing, at least seven (7) working days prior to the meeting with the applicant of the date, time and place of the meeting at which the application will be considered.

3.5.3. Within fourteen (14) days of the meeting at which it considers an application, the chairman and the director of the department of community development or their designees shall jointly issue written findings of fact and shall render a decision to grant or deny the application. The director of the department of community development shall notify the applicant and the owner of the improvement of the decision to grant or deny the application. If the chairman and director of the department of community development or their designees cannot agree upon the decision, and the commission is scheduled to meet within the following thirty (30) days, then the application shall be processed in accordance with subsection 6-11-6.3.4 of this section; otherwise, at the applicant's option, the application may be deemed denied and may be appealed according to subsection 6-11-6.3.7 of this section.

3.6. Issuance Of Certificate: Within fourteen (14) days after the grant of a certificate of appropriateness, the department of community development shall issue the certificate to the applicant. The applicant shall not proceed to perform any of the work requested until all other required permits have been obtained.

3.7. Appeals To City Council: Any denial of an application for certificate of appropriateness may be appealed to the city council only by the applicant and in accordance with the following provisions:

3.7.1. A request for appeal must be filed with the city clerk within fourteen (14) days of the denial of the application.

3.7.2. The city clerk shall immediately notify the commission of any appeal taken from the denial of an application for certificate of appropriateness.

3.7.3. The commission shall forward a copy of its written findings of fact and its decision to the city clerk within fourteen (14) days of receipt of the notice of appeal. The commission shall forward to the clerk a copy of its minutes of the meeting or hearing at which it considered the application.

3.7.4. Within sixty (60) days of the filing of the request for appeal, the city council shall meet to consider the appeal.

3.7.5. The city council shall notify the applicant in writing at least seven (7) working days prior to the scheduled meeting of the date, time and place of the meeting at which the appeal will be considered.

3.7.6. The appeal shall be based solely upon a review of the commission's minutes and findings of fact. There shall be no hearing on an appeal.

3.7.7. At the meeting to consider the appeal, the city council shall decide whether to grant or deny the certificate of appropriateness.

3.8. Fees And Costs: The person applying for a certificate of appropriateness shall bear all costs of and pay all fees required in connection with said application and said request.

4. Standards For Issuance Of A Certificate Of Appropriateness:

4.1. Standards For Rehabilitation: The commission shall apply the "secretary of the interior's standards for rehabilitation" and the historic sites commission design guidelines in considering a request for a certificate of appropriateness.

4.2. Economic Reasonableness: The commission shall consider the economic reasonableness of any recommended changes it determines necessary to bring the application into conformity with the character of the district.

4.3. Application Of Regulations: In making its determinations for certificates of appropriateness, the commission shall not impose specific regulations, limitations, or restrictions as to the height and bulk of buildings, or the area of yards or setbacks, or other open spaces, density of population, the location of trades and industries, or location of buildings designed for conditional uses, unless specifically required by this chapter or the provisions of this zoning title.

- 4.3.1. The commission however, may consider the height and bulk of buildings and area of yards or setbacks within the context of existing neighborhoods in making its determinations. The commission shall be permitted to deny a certificate of appropriateness on the basis of height and bulk of buildings and the area of yards or setbacks only upon finding that the approval of such a request would be detrimental to the existing or historical character of its surrounding neighborhood. The commission may adopt procedural rules concerning the type of information that it considers necessary to make such finding.
 - 4.3.2. The commission's consideration of height and bulk of buildings and area of yards or setbacks shall not exempt the applicant from compliance with the provisions of this code.
 - 4.4. Energy Conservation Effect: In making its determinations, the commission shall be sensitive to and shall consider the effect that the issuance of a certificate of appropriateness may have on energy conservation.
 - 4.5. Approval Withheld: In no instance shall the approval of a request for a certificate of appropriateness be unreasonably withheld by the commission.
5. Certificate Of Economic Hardship:
 - 5.1. A certificate of economic hardship shall be issued by the commission upon a finding by it that all reasonable use of, or return from, a designated landmark or property within a historic district would be denied a property owner as a result of the disapproval of a certificate of appropriateness.
 - 5.2. The commission may solicit expert testimony, or the applicant may submit evidence, concerning any of the following items at the time of the public hearing on the certificate of appropriateness:
 - 5.2.1. Any substantial decrease in the fair market value of the property as a result of the denial of the certificate of appropriateness.
 - 5.2.2. Any substantial decrease in the pretax or after tax return to owners of record or other investors in the property as a result of the denial of the certificate of appropriateness.
 - 5.2.3. Any additional cost of work necessary to comply with the standards and criteria for the issuance of a certificate of appropriateness.
 - 5.2.4. In the case of a proposed demolition, the economic feasibility of rehabilitation or reuse of the existing structure on the property.
 - 5.3. The commission may adopt procedural rules concerning the types of information, evidence or expert testimony that it considers necessary to make a determination on an application for a certificate of economic hardship.
 - 5.4. Upon a finding by the commission that without approval of the proposed work all reasonable use of, or return from, a designated landmark or property within a historic district will be denied a property owner, then the application shall be delayed for a period not to exceed sixty (60) days. During this period of delay, the commission shall investigate plans and make recommendations to the city council to allow for a reasonable use of, or return from, the property, or to otherwise preserve the subject property. Such plans and recommendations

may include, but are not limited to: a relaxation of the provisions of this chapter, a reduction in real property taxes, financial assistance, building code modifications, and/or changes in zoning regulations.

- 5.5. If by the end of this sixty (60) day period, the commission has found that without approval of the proposed work, the property cannot be put to a reasonable use or the owner cannot obtain a reasonable economic return therefrom, then the commission shall issue a certificate of economic hardship approving the proposed work. If the commission finds otherwise, it shall deny the application for a certificate of economic hardship, and notify the applicant by mail of the final denial.
- 5.6. Appeal from the denial of a certificate of economic hardship may be made to the city council in the same manner as an appeal from the issuance or denial of a certificate of appropriateness.

6-11-7: ORDINARY MAINTENANCE:

Nothing in this chapter shall be construed to prevent the ordinary maintenance or repair of any exterior feature of any improvement designated a landmark or any improvement located within a historic preservation district which does not involve change in such improvement's design or materials, or in any exterior architectural feature of the improvement.

6-11-8: MAINTENANCE AND REPAIR REQUIRED:

Neither the owner of nor the person in charge of an improvement designated a landmark or an improvement located within a historic preservation district shall permit such improvement to fall into a state of disrepair which may result in the deterioration of any exterior appurtenance or architectural feature so as to produce or tend to produce, in the judgment of the zoning administrator, a detrimental effect upon the character of the historic preservation district as a whole or the life and character of the improvement in question, including, but not limited to:

1. The deterioration of exterior walls or other vertical supports.
2. The deterioration of roofs or other horizontal members.
3. The deterioration of exterior chimneys.
4. The deterioration or crumbling of exterior plaster or mortar.
5. The ineffective waterproofing of exterior walls, roofs and foundations, including broken windows or doors.
6. The deterioration of any feature so as to create or permit the creation of any hazardous or unsafe condition or conditions.

Enforcement of this section shall be pursuant to section [6-3-11](#) of this title. (Ord. 84-201, 12-17-1984)

6-11-9: REMEDYING OF DANGEROUS CONDITIONS:

1. In any case where the department of community development, the fire department, or any officer or agency of the city, or any court on application or at the insistence of any such department, officer or agency, shall direct the construction, reconstruction, alteration or demolition of any improvement designated a landmark or any improvement located within an historic preservation district, or the performance of any minor work upon such improvement, for the purpose of remedying conditions determined to be dangerous to life, health or property, nothing in this chapter shall be construed as making it unlawful for any person, without prior issuance of a certificate of appropriateness, to comply with such order or direction.

2. In the case of unusual circumstances whereby the normal process for obtaining a certificate of appropriateness as set forth in this chapter will jeopardize the health, safety and welfare of any person, the historic sites commission may, at its discretion, waive the normal process and immediately grant the certificate of appropriateness, stating in writing its reasons for each immediate approval.

6-11-10: DEMOLITION BY NATURAL CAUSES:

1. For the purposes of this section, complete natural demolition shall occur when an improvement is damaged by fire, collapse, explosion, or other casualty or act of God to the extent that the cost of restoration to the condition in which it was before the occurrence shall exceed fifty percent (50%) of the replacement cost of the improvement at the time of the demolition. Partial natural demolition shall occur when an improvement is damaged by fire, collapse, explosion, or other casualty or act of God to the extent that the cost of restoration to the condition in which it was before the occurrence shall be less than fifty percent (50%) of the replacement cost of the improvement at the time of the demolition or destruction.
2. In the case of partial or complete natural demolition of a landmark or an improvement located within an historic preservation district, the owner shall obtain a certificate of appropriateness from the historic sites commission prior to reconstruction when required under the provisions of this chapter. While exact duplication of the previous improvement will not be required, the exterior design of the improvement shall generally be in harmony with the exterior design of the improvement prior to demolition or with the character of the historic preservation district in which it may have been located. The reconstruction must also comply with the criteria pertaining to issuance of a certificate of appropriateness.

6-11-11: EXTENSION OF TIME FOR ACTION:

Whenever, under the provisions of this chapter, the commission, the city council or any applicant is required or authorized, within a prescribed period of time, to make any determination or perform any act in relation to any request for a certificate of appropriateness, the applicant may extend such period of time by his written consent filed with the commission. Any such extension of time may be suggested or initiated by the city council, the commission or the applicant.

6-11-12: ACQUISITION OF APPROPRIATE PROTECTIVE INTERESTS:

The city may acquire, by purchase, donation or condemnation, appropriate protective interests in any landmark or any improvement located within an historic preservation district within the corporate boundaries of the city, wherever and to the extent that the city council, upon the recommendation of the commission, determines that the acquisition will be in the public interest.

For the purposes of this section, an "appropriate protective interest" means any right or interest in or title to an improvement including, but not limited to, fee title, or any easement, restriction, covenant or condition running with the land, designated to preserve, maintain or enhance all or part of the existing state of improvements of historic, architectural or aesthetic significance, the acquisition of which is determined by the city council to be necessary and appropriate for the effectuation of the purposes of this chapter.

6-11-13: REGULATIONS; CRITERIA:

The commission may from time to time promulgate, amend and rescind such regulations and criteria as it may deem necessary to effectuate the purposes of this chapter.

6-11-14: INVESTIGATIONS AND REPORTS:

The commission may take such investigations and studies or matters relating to the protection, enhancement, perpetuation or use of landmarks and historic preservation districts, and to the restoration of landmarks as the commission may, from time to time, deem necessary or appropriate for the effectuation of the purposes of this chapter, and may submit reports and recommendations regarding such matters to the mayor, the city council and to other agencies of the city. In making such investigations and studies, the commission may hold such public hearings as it may deem necessary or appropriate.

6-11-15: FINES AND PENALTIES:

1. Illegal Demolition:

1.1. It shall be unlawful to demolish any portion of any landmark or any improvement located within the historic preservation district unless specifically permitted through a certificate of appropriateness issued for that property.

1.2. Property owners will be subject to the following fines and penalties for any and all illegal demolition to any landmark or any improvement located within a historic preservation district:

1.2.1. A fine of no less than ten thousand dollars (\$10,000.00) and no greater than fifty thousand dollars (\$50,000.00); and

1.2.2. A two (2) year building moratorium on the property on which the illegal demolition occurred.

1.2.2.1. In cases where the building has been completely demolished, a new structure shall not be constructed on the subject property until two (2) years from the date that the subject property is properly graded and reseeded, as determined by the city engineer.

1.2.2.2. In cases where a building is partially demolished, the property owner shall be required to complete the construction or renovation of the home in accordance with the building permits granted by the city. Occupancy shall not be granted on the subject property until two (2) years from the date of an approved final inspection of the structure.

1.2.2.3. Prior to and during the building moratorium, the subject property in all instances must be maintained in accordance with the property maintenance code.

2. Illegal Construction Or Alteration:

2.1. It shall be unlawful to complete any construction or alteration to any landmark or any improvement located within a historic preservation district unless specifically permitted through the certificate of appropriateness issued for that property.

2.2. Property owners will be subject to the following fines and penalties for any and all illegal construction or alteration to any landmark or any improvement located within a historic preservation district:

2.2.1. A fine of no less than five hundred dollars (\$500.00) and no greater than one thousand dollars (\$1,000.00) per day, per violation.

William G. Dixon, Jr.
210 North Wright Street
Naperville, IL 60540-4750

Telephone: 630/357-1996
e-mail: wgdgeol@att.net

November 15, 2010

Dear Ying Liu:

Following are comments and suggested changes regarding the Revised Historic Preservation Ordinance:

- ✓ Page 2 - an underlined superscript 1 is at the end of the definition for Commission; I could find no footnote to which this refers.

Page 4 - 1.3. (Second line), replace "if" with "whether"[or not, understood].

Page 9 - 1.4. (Second line), replace "if" with "whether".

Page 12 - 6-11-5: 2. - an underlined superscript 1 follows the word Commission; I could find no footnote to which this refers.

Page 14 - 6-11-8: 1.2. administrative approval is requires to replace a roof with the original materials. I see no need to require a COA for something that wears out in about 20 years. Replacing a roof with the same material seems no different than painting the outside walls which does not need a COA.

Page 14 - 6-11-8:2.4. (First line) What is the intended meaning of the word "reveal"?

Page 15 - 3. (Second line - twice), replace "if" with "whether".
- 4.2. (third line), replace "if" with "whether".

If you have any questions or comments, please contact me by any of the means listed at the top of the page.

Sincerely,



From: Liu, Ying <LiuY@naperville.il.us>
Subject: Historic Preservation Ordinance Comments
To: "wgdgeol@att.net" <wgdgeol@att.net>
Date: Tuesday, November 16, 2010, 11:59 AM

Dear Mr. Dixon:

Thank you for taking the time to review the Historic Preservation Ordinance revisions. I really appreciate your detailed review and thoughtful comments. I have provided responses to your comments below:

Page 2 - Good catch! I will remove the superscript 1 at the end of the definition for the Commission.
Page 4 - 1.3 (Second line) I will change "if" to "whether" per your comment.
Page 9 - 1.4 (Second line) I will change "if" to "whether" per your comment.
Page 12 - 6-11-5:2 - The superscript 1 will be removed per your comment.
Page 14 - 6-11-8:1.2 - Administrative approval is required for roof replacement with original materials for a couple reasons. Similar to siding replacement, the appearance of the new roof is affected by not only the material but also the profile (e.g., dimension, texture, and installation method) of the proposed material. The appearance of the roof can change significantly if a new profile is proposed, even when the original material is used. Therefore, it is necessary to have some level of review on roof replacement to make sure that the proposed material would have no major impact on the appearance or character of the historic structure, or in another word, the replacement would be "in-kind". In addition, the Unified Recommendation recommends administrative review for roof replacement. To minimize the burden placed on COA applicants, our administrative review process provides a quick turnaround time (usually 1-2 weeks) and the application is pretty straight-forward. It provides necessary safeguard against changes to the structure character without placing excessive burden on the homeowners.
Page 14 - 6-11-8:2.4 - A definition for "Reveal" will be added to the Section 6-11-2 (Definition). "Reveal" is an important feature of exterior wall siding. It refers to the vertical distance of the exposed portion of overlapping siding boards or shingles on the outside walls.
Page 15 - 3 & 4.2 - I will change "if" to "whether" per your comment.

Please let me know if you have additional comments or need further clarification. Thanks again for your time and review!

Sincerely,

Ying Liu, AICP
Community Planner
TED Business Group
City of Naperville

400 S Eagle Street
Naperville, IL 60540
p.630.548.2950 | f.630.420.6657
liuy@naperville.il.us

From: Lara Bruce [<mailto:larabruce@me.com>]
Sent: Tuesday, November 02, 2010 6:32 AM
To: Liu, Ying
Subject: Revised Historic Preservation Ordinance

Dear Ms. Liu,

Please take the following comment for consideration.

Clarification is needed for a chart in the Summary of Key Changes document:

Table 1: A Summary of the Revised COA Requirements

Storm Windows and Doors:

- In "No COA" column, it appears that *all* Storm Windows and Doors may be replaced without a COA. Yet in the "COA Required" section, there is a contradiction as it states a COA is required for front facade doors and windows.

Thank you,
Lara Bruce
Historic District Resident
15 S Brainard St

From: Liu, Ying
Sent: Tuesday, November 02, 2010 11:29 AM
To: 'Lara Bruce'
Subject: RE: Revised Historic Preservation Ordinance

Hi, Lara – Thank you for taking the time to review the ordinance revisions. I appreciate your comments.

In the ordinance, storm windows/doors and regular windows/doors are treated differently. Storm windows and doors are referring to the additional window or door fitted to the outside (sometimes inside, too) of an ordinary window or door to provide insulation against wind, cold, rain. Below are two photo examples of storm windows. As you can see from the photos, the original windows of the building are behind the storm windows. The revised ordinance requires a COA review for changes made to the ordinary windows and doors on the primary (front or corner side) façades. However, storm windows and doors are typically not part of the original building. They are added later to enhance energy efficiency and can be removed, if no longer needed, without damaging the original windows. Therefore, there is no review requirement for them regardless the façade they are on.



I hope this clarifies the requirements for windows/doors and storm windows/doors. Please feel free to contact me if you need further clarification. Again, thanks for your time!

Ying Liu, AICP
Community Planner
TED Business Group
City of Naperville

400 S Eagle Street
Naperville, IL 60540
p.630.548.2950 | f.630.420.6657
liuy@naperville.il.us

From: Larry Larsen [mailto:LLarsen@SARDVERB.com]
Sent: Tuesday, November 09, 2010 4:30 PM
To: Liu, Ying
Cc: kris@runningcompany.com
Subject: RE: November 18, 2010 Public Meeting

Ying,

I just reviewed the Revised Preservation Ordinance and have a few comments.

1. In sections 6-11-2 and 6-11-3, we refer to "Improvement(s)" throughout when I believe we mean to say building or structure. Improvement in section 6-11-2 is defined as an addition or betterment. However, throughout section 6-11-3, we use the word Improvement even when a structure doesn't have to be improved. For example, in the sub-section 1.1 of section 6-11-3, why would we only earmark applications requesting designation for an improvement with the corporate limits? Couldn't any qualifying structure whether it has been improved recently or not apply for landmark status?

***Staff Response:** I can see that the term "Improvement" can create confusion. When people refer to "improvement(s)", they are often talking about an addition or a renovation of the existing home. However, in the ordinance, "Improvement(s)" is used to capture not only additions and renovations, but also everything that constitutes a betterment of the original land or structure. They can be the original building or structure (which is an improvement/betterment to the land), an addition (which is an improvement/betterment to the structure), a fence, a sidewalk, or even landscaping. Regardless whether a structure has been improved recently or not, it is considered an "improvement" under the definition.*

The reason that "Improvement" is used rather than "building or structure" is because a landmark or a Historic District can include non-structure or non-building elements. For example, the Riverwalk is not a structure or building, but I can see someday in the future, someone may wish to designate it as a landmark. Also, although the Historic District constitutes of primarily buildings and structures, other things like mature trees, the streetscape, the alley and driveways all contribute to the significance of the district. So, we definitely need a term that has a broader meaning than "building or structure". I am not sure if there is a way to further clarify the definition of "Improvement" or to find a better substitution for the term so that there is no confusion. Do you have any ideas or suggestions?

2. In section 6-11-2, under the certificate of appropriateness definition, I think it should read "A certificate from the City of Naperville or the Commission authorizing..."

Staff Response: Agree. I will change the definition according to your suggestion.

3. In the same section, under the demolition definition, I think it should read "Any act which destroys all or part of a building or structure."

Staff Response: Please see my comments for #1.

4. Same with the Landmark definition, replace improvement with structure.

Staff Response: Please see my comments for #1.

5. In section 6-11-3, sub-section 2.1, it reads "That is over fifty (50) years old, in whole or in part; and." I think we need to define "in part." How much or what part of a structure needs to 50 years old in order to qualify?

Staff Response: It seems to me that how much or what part of a structure needs to be 50 years old would be best left to the Commission and City Council's determination on a case-by-case basis. Note that the "50 years old" is just one of the criteria for designation. In addition to that, the structure would also need to meet one or more of the conditions listed in 2.2. If a structure has been altered too much so that the original structure is basically gone, the landmark application can be denied on the basis of 2.2, or the commission can make the argument that the structure is no longer historic. However, it would be hard to provide "black and white" standards to define what is "too much" alteration without looking at an actual structure.

Please let me know if you have any questions.

Thank you.

Larry

Larry Larsen | Sard Verbinnen & Co

190 South LaSalle Street, Suite 1600 | Chicago, IL 60603

T: 312.895.4717 | C: 312.497.0655 | F: 312.895.4526

E: llarsen@sardverb.com | W: www.sardverb.com



Naperville

PLAN COMMISSION AGENDA ITEM

PC CASE: 10-1-144 **AGENDA DATE:** January 19, 2011
SUBJECT: Historic Preservation Ordinance Revisions
 Petitioner: City of Naperville

Correspondence New Business Old Business Public Hearing

SYNOPSIS:

This is a comprehensive re-write of the Historic Preservation Ordinance (i.e., Title 6, Chapter 11 of the Municipal Code) in order to bring the ordinance in line with the changes recommended in the Unified Recommendation.

PLAN COMMISSION ACTION PREVIOUSLY TAKEN:

Date	Item No.	Action
1/5/2011	D2	Tabled the case to January 19, 2011

ACTION REQUESTED/RECOMMENDED THIS MEETING:

Recommend approval of the revised Historic Preservation Ordinance (Attachment 2) as proposed.

PREPARED BY: Ying Liu, AICP, Community Planner

BACKGROUND:

On January 5, 2011, the Plan Commission considered a text amendment to revise the Historic Preservation Ordinance (i.e., Title 6, Zoning Regulations, Chapter 11, Historic Preservation of the Municipal Code) in order to bring the ordinance into compliance with the changes recommended in the Unified Recommendation¹. Upon adoption, the Historic Preservation Ordinance will be administered by the Historic Preservation Commission.

One member from the public provided testimony at the Plan Commission meeting expressing concern that the proposed ordinance may result in unintended consequences with respect to the extent of demolition permitted. She also noted the need for enforcement of the maintenance and

¹ The Unified Recommendation is a document approved by the City Council on May 19, 2009, which proposed comprehensive changes to the city's historic preservation regulations and the Historic Sites Commission (now the Historic Preservation Commission) composition and scope. For reference, the Unified Recommendation is included in Attachment 1.

Historic Preservation Ordinance Revisions (PC 10-1-144)

January 19, 2011

Page 2 of 4

repair provisions of the ordinance. The Plan Commission discussed specific sections of the ordinance with respect to the:

- Process to designate landmarks and historic districts;
- Criteria for granting a Certificate of Appropriateness (COA);
- Maintenance and repair provisions; and
- Fines and penalties for illegal demolition.

Following the discussion, the Plan Commission requested ordinance revisions and tabled the case to January 19, 2011.

PLANNING SERVICES TEAM REVIEW:

The following is a summary of the Plan Commission's comments and staff's responses:

1. *The Plan Commission requested a copy of the proposed ordinance with tracked changes and the Historic Building Design and Resource Manual.*

Staff response: On January 6, 2011, staff provided the Plan Commission with an electronic copy of the proposed ordinance with tracked changes and the web link to download an electronic copy of the *Historic Building Design and Resource Manual* via email. A hard copy of the new ordinance with tracked changes is also included in this agenda packet as Attachment 3.

2. *The Plan Commission requested that revisions be considered to Section 6-11-4:3 (Designation of Historic Districts: Owners' Consent) so that the burden is placed on the petitioner to obtain 51% or more of owners' consent in order to designate a Historic District, rather than the current model wherein the burden is placed on the property owners to obtain 51% or more of owners' opposition to block the designation.*

Staff response: The current model is consistent with the Unified Recommendation approved by the City Council on May 19, 2009. During the process of developing the Unified Recommendation, the working group considered different processes for Historic District designation including the model suggested by the Plan Commission. After extensive discussion and deliberation, the working group arrived at the consensus that the current model achieves a balance between Naperville's goal of encouraging the preservation of the community's rich history (as embodied in its architecture and neighborhoods) and the need to provide sufficient protection for property rights. The current model of designation process was presented to the general public for feedback over a period of two months and received overall support from the community. Eventually, the process was approved by the City Council as a part of the comprehensive Unified Recommendation. Staff does not recommend changing the current model for designating a Historic District as it was the result of extensive community collaboration and consensus building and represents the best solution reached among the diverse community interest.

The model discussed by the Plan Commission is an alternative option. However, it is not consistent with the intent of the Unified Recommendation to promote historic preservation in Naperville and to lessen the burden of the petitioner who wishes designate an Historic

District, whenever possible, while affording sufficient protection for property owners. If the Plan Commission wishes to amend Section 6-11-4:3, staff recommends that separate votes be taken regarding the amendment (see the “Conclusion” section below for suggested language).

3. *The Plan Commission indicated that the factors for issuance of a COA (Section 6-11-8:5) should clearly convey that protecting district character is the first priority, and only when economically reasonable, original materials will be preserved.*

Staff response: Section 6-11-8:5 provides generalized criteria for consideration of COA applications and references the *Historic Building Design and Resource Manual* for specific guidelines for reviewing various types of improvements. As a supplemental document to the Historic Preservation Ordinance, the *Historic Building Design and Resource Manual* clearly conveys the expectation of the city to give priority to preserving district character over original materials. The guidelines are presented in three categories of practices: “Encouraged”, “Acceptable” and “Discouraged”. As defined in section A.3 of the manual (Attachment 4):

- “Encouraged” practices emphasize preservation of architectural styles, details and building materials and minimal changes to character-defining architectural features whenever feasible.
- “Acceptable” practices allow for replacement of original building materials with substitute materials that match or approximate the original in appearance and emphasize retaining the appearance and architectural styles of historic buildings and the overall character of the neighborhood.
- “Encouraged” practices are voluntary and both “encouraged” and “acceptable” practices would qualify for an approved COA.

Staff finds that the general direction offered by Section 6-11-8:5 is appropriate for the purpose of ordinance and gives the Historic Preservation Commission the flexibility to apply the factors for consideration of COA’s on a case-by-case basis. Staff does not find that further text modifications are necessary because the *Historic Building Design and Resource Manual* provides the more specific direction requested by the Plan Commission in the form of design guidelines. Upon adoption, the Historic Preservation Ordinance, along with the *Historic Building Design and Resource Manual*, will be administered by the Historic Preservation Commission.

4. *The Plan Commission discussed the effectiveness of Section 6-11-9 (Maintenance and Repair Required) to address the issue with the property at 30 S. Ellsworth Street and suggested that a reference to the Property Maintenance Code be added.*

Staff response: The property at 30 S. Ellsworth is a special case where the petitioner started a major renovation of the home but later encountered a financial problem that forced him to halt the construction process. The deterioration of the structure was not caused by a lack of maintenance or repair but by a halted construction process. It is not representative of typical property maintenance issues (e.g., demolition by neglect and deterioration of exterior) in the Historic District, which Section 6-11-9 primarily addresses.

A reference to Section 5-1H (Property Maintenance Code) has been added to Section 6-11-9. Properties within the Historic District are subject to the Property Maintenance Code as applies to the entire city in addition to Section 6-11-9. Property maintenance was identified as one of the top priorities in the Historic Sites Commission (now Historic Preservation Commission) work plan 2005-2006. At that time, planning staff worked with legal and code enforcement staff to examine the property maintenance standards in Sections 6-11-9 and 5-1H for the Historic District. Based on a thorough review, staff found that the city had been provided sufficient tools and authority to effectively protect properties and address typical property maintenance issues in the Historic District. The Property Maintenance Code provides fines and penalties for violation of the code.

5. *The Plan Commission requested deletion of 6-11-12:1.3.2.3 due to concerns about the impact of having a structure remain vacant for two years on the structure and neighborhood.*

Staff response: Staff agrees with the Plan Commission. Requiring a property or a structure to remain vacant for two years after illegal demolition may have a negative impact on the structure itself and the neighborhood. Therefore, staff recommends deletion of Section 6-11-12:1.3.2 and making the fine (\$10,000 – 50,000) as the only penalty for illegal demolition.

Conclusion:

The proposed Historic Preservation Ordinance (Attachment 2) reflects broad community input, the Unified Recommendation, and has incorporated changes to address Plan Commission's comments. Staff recommends that the Plan Commission vote to recommend approval of the revised Historic Preservation Ordinance as proposed.

However, if desired by the Plan Commission, a separate vote can be taken to recommend approval of the ordinance subject to the condition that the last sentence of Section 6-11-4:3 be revised to "The City Council shall not grant a designation of an Historic District unless a petition is presented supporting the proposed designation that contains signatures of 51% or more of the Owners of real property within the area to be considered for designation as an Historic District, accompanied by an affidavit certifying the same." Staff does not support this amendment.

ATTACHMENTS:

1. Historic Preservation Ordinance Revisions – Attachment 1: Unified Recommendation – PC 10-1-144
2. Historic Preservation Ordinance Revisions – Attachment 2: Revised Historic Preservation Ordinance Clean Copy – PC 10-1-144
3. Historic Preservation Ordinance Revisions – Attachment 3: Revised Historic Preservation Ordinance w Tracked Changes – PC 10-1-144
4. Historic Preservation Ordinance Revisions – Attachment 4: Section A.3 of the *Historic Building Design and Resource Manual* – PC 10-1-144

**Naperville
HISTORIC PRESERVATION COMMISSION**

January 14, 2011

Re: Support for the Amendments to the Historic Preservation Ordinance

Dear Members of the Naperville Plan Commission:

The Naperville Historic Preservation Commission is the group appointed by the City of Naperville to protect and preserve Naperville's Landmarks and Historic Districts under the provisions of Title 6 (Zoning Regulations), Chapter 11 (Historic Preservation) of the Naperville Municipal Code (i.e., the Historic Preservation Ordinance). We would like to ask you to join in our support for the comprehensive amendment to the Historic Preservation Ordinance as proposed by city staff.

As you are aware, the City Council approved a Unified Recommendation on May 19, 2009 for changes to the Historic Sites Commission membership, mission and scope and the historic preservation regulations. The Unified Recommendation was the result of broad community input and reflects the community's desire to encourage preservation of Naperville's important historic buildings and neighborhoods while offering protection for property rights. The Historic Preservation Commission, established based on the direction of the Unified Recommendation, oversees the implementation of the Unified Recommendation. The commission was involved in the public process to develop the amendments to the Historic Preservation Ordinance in order to bring the ordinance in line with the Unified Recommendation. After a careful review, the commission unanimously voted to recommended approval of the proposed ordinance on December 9, 2010.

We believe the amended ordinance, if implemented, will facilitate the process of preserving Naperville's unique heritage and character through improved tools and streamlined review processes for designation of Landmarks and Historic Districts and for Certificate of Appropriateness review. We feel very comfortable and fully equipped to administer the ordinance once it's adopted. We sincerely hope that you will vote in favor of the amended ordinance in its entirety as proposed by staff.

Please do not hesitate to contact me if you have any questions. Thank you for your consideration.

Sincerely,



Kris Hartner
Chairman
Naperville Historic Preservation Commission
Phone: (630) 632-5756

PREPARED BY:

CITY OF NAPERVILLE
LEGAL DEPARTMENT
630/420-4170

RETURN TO:

CITY OF NAPERVILLE
CITY CLERK'S OFFICE
P.O. BOX 3020
400 SOUTH EAGLE STREET
NAPERVILLE, IL 60566-7020

PC Case # 10-1-144

ORDINANCE NO. 11 - ____

**AN ORDINANCE AMENDING CHAPTER 9 (MUNICIPAL FINANCES)
OF TITLE 1 (ADMINISTRATIVE), CHAPTER 15 (HISTORIC PRESERVATION
COMMISSION) OF TITLE 2 (BOARDS AND COMMISSIONS), AND CHAPTER 1
(ZONING TITLE, PURPOSE, DEFINITIONS), CHAPTER 2 (GENERAL ZONING
PROVISIONS) AND CHAPTER 11 (HISTORIC PRESERVATION) OF TITLE 6 (ZONING
REGULATIONS) OF THE NAPERVILLE MUNICIPAL CODE**

WHEREAS, the City of Naperville, in its authority as a Home Rule community, has enacted Zoning Regulations for the purpose of improving and protecting the public health, safety, comfort, convenience and general welfare of the people; and

WHEREAS, on June 17, 2008, the City Council initiated a review of the mission, scope and composition of the Historic Sites Commission; and

WHEREAS, on November 18, 2008, the City Council directed staff to work with the Naperville Heritage Society, East Central Homeowner's Organization, and North Central College to prepare a recommendation for potential changes related to the city's historic preservation regulations; and

WHEREAS, in December 2008, a working group comprised of representatives of the Naperville Heritage Society, East Central Homeowner's Organization, North Central College

and City of Naperville staff initiated a public process to review, assess and strengthen the city's historic preservation program;

WHEREAS, following the public process, the working group developed a set of joint recommendations (known as the "Unified Recommendation") for changes to the city's historic preservation regulations and the Historic Sites Commission's composition and scope for increased customer satisfaction; and

WHEREAS, on May 19, 2009, the City Council approved the Unified Recommendation and directed staff to prepare amendments to the Municipal Code, in accordance with the recommendations of the Unified Recommendation; and

WHEREAS, the City of Naperville has given individual notices and general public notice and conducted a public hearing on January 5 and 19, 2011 before the Plan Commission with respect to the amendment as required by law;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NAPERVILLE, DUPAGE AND WILL COUNTIES, ILLINOIS, in exercise of its home rule authority, as follows:

SECTION 1: The recitals set forth above are incorporated herein.

SECTION 2: Chapter 9 (Municipal Finances) of Title 1 (Administrative) of the Naperville Municipal Code, as amended, is hereby amended by deleting the struck through language and adding the underlined language as follows:

1-9F-1: FEES AND CHARGES RELATING TO ZONING:

...

6. Publication Fees: Applicants petitioning for a zoning variance, amendment, ~~or~~ conditional use (including a planned unit development), or Landmark or Historic District designation under Title 6 shall pay the actual cost of publishing legal notices as required by ordinance and state statute. Applicants shall pay the city a fee of eighty dollars (\$80.00) ~~deposit with the city forty dollars (\$40.00)~~ per required legal notice upon filing their applications. The

~~balance due for publication costs will be due prior to adoption fo the final ordinance approving the requested action.~~

SECTION 3: Chapter 15 (Historic Preservation Commission) of Title 2 (Boards and Commissions) of the Naperville Municipal Code, as amended, is hereby amended by deleting the struck through language and adding the underlined language as follows:

2-15-3: POWERS AND DUTIES:

...

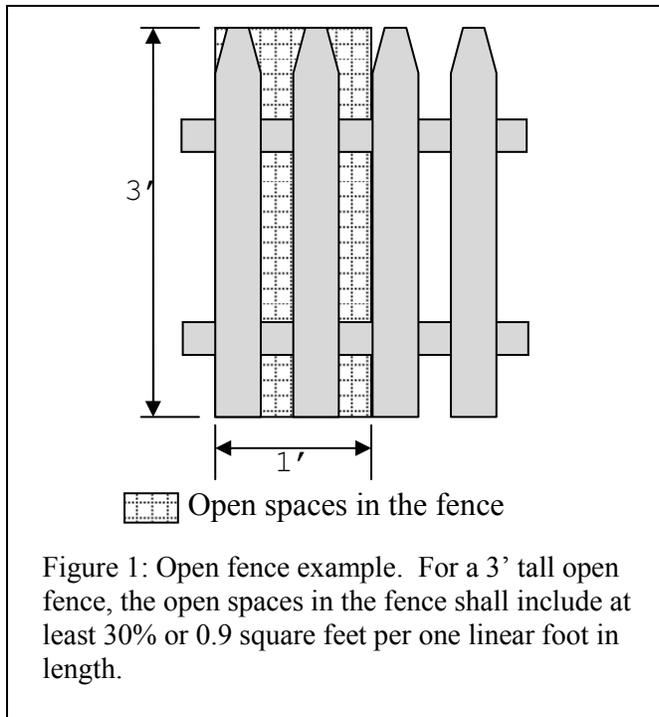
3. Review ~~all~~ applications for issuance of certificates of appropriateness, and all applications for relief from certificate of appropriateness requirements because of economic hardship and report findings, and grant or deny such applications subject to the standards and procedures established by Title 6, Chapter 11 of this Code.

SECTION 4: Chapter 1 (Zoning Title, Purpose, Definitions) of Title 6 (Zoning Regulations) of the Naperville Municipal Code, as amended, is hereby amended by adding the underlined language and diagram as follows:

6-1-6: DEFINITIONS:

OPACITY: ...

OPEN FENCE: A fence, including gates, which has, for each one foot wide segment extending over the entire length and height of the fence, at least thirty (30) percent of the surface area in open spaces which afford direct views through the fence. (See Figure 1)



SECTION 4: Chapter 2 (General Zoning Provisions) of Title 6 (Zoning Regulations) of the Naperville Municipal Code, as amended, is hereby amended by deleting the struck through language and adding the underlined language as follows:

6-2-12: FENCES:

1. Residence Districts: Except as provided in Subsection 6-2-12.4 of this Section, Section 6-2-13 of this Chapter, and ~~s~~Section 7-4-3 of this Code, the establishment of all fences in residence districts shall be regulated as follows:
 - 1.1. Fences not exceeding three (3) feet in height may be constructed and maintained at any point behind the front or corner side yard lot lines.
 - 1.2. Open fences, as defined in Section 6-1-6 (Definitions)~~described in this Subsection~~, not exceeding four (4) feet in height may be constructed and maintained at the front or corner side yard lot line.
 - 1.2.1. ~~An open fence shall be designed so that an area equal to thirty percent (30%) of the width of each upright remains unobstructed.~~
 - 1.2.2. ~~Examples of open fences include, without limitation, picket, chainlink, wrought iron, and split rail.~~

SECTION 5: Chapter 11 (Historic Preservation) of Title 6 (Zoning Regulations) of the Naperville Municipal Code, as amended, is hereby deleted in its entirety and replaced with the following underlined language:

CHAPTER 11 (HISTORIC PRESERVATION)

6-11-1: PURPOSE:

Naperville's historic architecture and the character of its historic neighborhoods contribute to the community's well-being and development. The purpose of this Chapter is to protect these valuable resources by:

- 1. Fostering civic pride through public education and enhanced awareness of Naperville's rich history as embodied in its architecture and neighborhoods.
- 2. Preserving Naperville's heritage by proactively providing tools and oversight to identify and protect Landmarks and Historic Districts.
- 3. Protecting neighborhood character by providing that rehabilitations, renovations and new Improvements in an Historic District are compatible in terms of scale, style, exterior features, building placement and site access.
- 4. Supporting Property Owners and property values for designated Historic Districts or Landmarks by providing that repair, rehabilitations and renovations shall be compatible with the historic, architectural and aesthetic character of the Historic Districts and Landmarks.

6-11-2: DEFINITIONS:

The following definitions of word use shall apply:

ALTERATION: Any act or process which changes the Exterior Architectural Appearance of an Improvement.

APPURTENANCE: An accessory element being added or appended to the building or structure.

CERTIFICATE OF APPROPRIATENESS: A certificate from the City of Naperville or the Naperville Historic Preservation Commission authorizing plans for Alteration, Construction, Demolition or change in material of an Improvement which has been designated a Landmark or which is located within an Historic District.

COMMISSION: Historic Preservation Commission.

CONSTRUCTION: Any act or process whereby a new Improvement is built, an existing Improvement is expanded in size or area, or all or part of a demolished Improvement is rebuilt.

DEMOLITION: Any act or process which destroys all or part of an Improvement.

EXTERIOR ARCHITECTURAL APPEARANCE: The architectural style, period and general composition or arrangement of the exterior of an Improvement, including, but not limited to the kind, color, and the texture of the building material and the type, design and character of all windows, doors, light fixtures, and appurtenant elements.

FAÇADE: The exterior face of a building or structure.

FAÇADE, PRIMARY: The portion of the façade that abuts or is nearest to a front yard or a corner side yard and is visible from a public street. Public streets do not include alleys.

FAÇADE, SECONDARY: The portion of the façade that abuts or is nearest to an interior side yard and abuts a Primary Façade.

FAÇADE, REAR: The portion of the façade that abuts or is nearest to a rear yard and is not a primary or secondary façade.

FIBER CEMENT BOARD: Exterior siding material made from portland cement combined with other additives and textured to have a natural, wood-like appearance.

HISTORIC DISTRICT: Any area which has been designated by the City Council as an Historic District pursuant to the provisions of this chapter.

IMPROVEMENT: Any building, structure, parking facility, fence, gate, wall, work of art or other object constituting a physical betterment of or addition to real property, or any part of such betterment or addition.

IN-KIND REPLACEMENT: Repair or replacement of existing materials or features that replicates the original in design, color, texture, dimensions, and other visual qualities.

INTERIOR: The visible surfaces of the enclosed or inside portions of an Improvement.

LANDMARK: Any Improvement which has been designated as a “Landmark” by ordinance of the City Council pursuant to the provisions of this chapter.

ORIGINAL MATERIAL: Material used at the time the structure was initially constructed. The Original Material may differ from the existing material on a structure due to Alterations over time.

OWNER, PROPERTY OWNER OR OWNER OF REAL PROPERTY: Any person(s) or entity holding legal or equitable title to real property located within the city, as shown on the record of the applicable township assessor’s office.

REVEAL: The vertical distance of the exposed portion of overlapping siding boards or shingles on the exterior walls.

TAX PARCEL: Any lot, block, tract or other piece of real property, whether tax exempt or not, which has been assigned a permanent real estate index number as shown on the record of the applicable township assessor's office.

6-11-3: DESIGNATION OF LANDMARKS:

1. Procedure:

- 1.1. Any person or entity, including the Historic Preservation Commission may submit an application requesting a Landmark designation for an Improvement within the corporate limits of the city as prescribed herein. The consent of the Owner of the Improvement being considered shall not be required prior to filing the application for Landmark designation. However, notification to the Owner of the Improvement shall be provided as set forth herein. An application requesting a Landmark designation for an Improvement that is less than fifty (50) years old shall not be accepted.
- 1.2. An application seeking a Landmark designation for a certain Improvement shall be in writing and shall include the following:
 - 1.2.1. Contact information of the persons or entities seeking the Landmark designation (applicant) including names, addresses, telephone numbers, email addresses and designation of one person to serve as the primary point of contact.
 - 1.2.2. The legal description and common address of the Improvement in question.
 - 1.2.3. The name and address of the current Owner of the Improvement in question.
 - 1.2.4. An affidavit signed by the applicant certifying that notice of the application for Landmark designation of the Improvement in question has been sent to the current Owner of the Improvement by first class and certified U.S. postal mail, if the applicant is not the Owner.
 - 1.2.5. Written documentation signed by the Owner of the Improvement in question indicating whether the Owner consents to the application for designation, or an affidavit by the applicant specifying why such documentation is unavailable, if the applicant is not the Owner.
 - 1.2.6. A written report containing: a) a description of the property; b) an analysis of the historic, architectural and aesthetic value of the proposed Landmark in relation to the criteria set forth in Section 6-11-3:2 under Standards for Designation of Landmarks; c) a list of significant exterior architectural features of the property; and d) other reasons in support of the proposed designation.
 - 1.2.7. A plat of survey of the property if available and dated photographs of the Improvement in question.
 - 1.2.8. Any other information that the applicant deems relevant.
 - 1.2.9. Such other information as the Historic Preservation Commission may request or prescribe from time to time.
- 1.3. An application for Landmark designation shall be filed with the Zoning Administrator, who shall promptly review the application to determine whether it is complete.

- 1.4. Non-Owner applicant: If the applicant seeking to designate an Improvement as a Landmark is not the Owner of the Improvement, the Zoning Administrator shall transmit a copy of the completed application to the Property Owner by first class and certified U.S. postal mail.

Within thirty (30) days thereafter, the Owner may submit a written response to any analysis or evidence presented in the application to the Zoning Administrator, and may also provide evidence in support of or in opposition to the proposed Landmark designation. Such evidence may consist of, but is not limited to, reports prepared by experts or specialists in one or more areas of expertise, inspection reports, photographs, and bids for repair or restoration.

- 1.4.1. If the Owner is opposed to the designation due to the physical condition of the Improvement, the Owner may submit evidence to show that the Improvement has deteriorated and/or is subject to one or more adverse conditions such that the cost to restore or repair the Improvement to a condition that complies with the standards for issuance of an occupancy permit under the provision of Title 5 would meet or exceed the assessed valuation of the property and Improvement as shown on the most recent tax bill multiplied by 150%.

Upon written request of the Owner, the Zoning Administrator may grant an extension of the thirty (30) day time limit to submit a written response for up to an additional thirty (30) days.

- 1.5. Upon receipt of the Owner's response or at the conclusion of the thirty (30) day time limit or the extended time limit per Section 6-11-3:1.4 if no response is received, the Zoning Administrator shall transmit copies of the completed application and any documentation pertaining to the application to the Historic Preservation Commission.

Except as provided herein, an application for Landmark designation shall be valid for a period of one hundred fifty (150) days from the date on which the completed application is transmitted by the Zoning Administrator to the Commission. Any application for Landmark designation which is not granted or denied under the provisions of this Section within said one hundred fifty (150) day period shall automatically lapse and become null and void without further action by the city, except that the application may be extended for a period up to sixty (60) days upon the written request of the applicant prior to the expiration date. If the applicant is not the Property Owner, a request for an extension of time shall require written documentation signed by the Owner indicating consent to such extension.

- 1.6. Upon receipt of the completed application for Landmark designation and any documentation included by the applicant and/or Owner if the Owner is not the applicant, the Commission may request additional information as necessary to form findings and recommendations to the City Council. Such information shall be promptly provided.

1.7. Within thirty (30) days after the completed application for Landmark designation has been transmitted to the Commission, the Commission shall commence a public hearing on the application.

1.8. Required Notices:

1.8.1. Written Notice to the Property Owners: If the applicant is not the Owner(s) of the Improvement nominated for Landmark designation, the applicant shall give written notice of the public hearing to the Owner(s) of record of the Improvement proposed to be designated as a Landmark as shown on the record of the applicable township assessor's office. The written notice shall be delivered by first class and certified U.S. postal mail, properly addressed and with sufficient prepaid postage affixed thereon, not more than thirty (30) days nor less than fifteen (15) days in advance of the public hearing.

1.8.2. Publication: Notice of the public hearing shall be published at least once in a newspaper of general circulation in the city, no more than thirty (30) days nor less than fifteen (15) days in advance of the public hearing.

1.8.3. Sign: The applicant shall post notice of the public hearing on a sign on the property being considered for designation as a Landmark or at an alternate location approved by the Zoning Administrator, for a continuous period of not more than thirty (30) days and not less than fifteen (15) days in advance of the public hearing. Such sign shall:

1.8.3.1. Be a minimum size of three feet by four feet (3' x 4').

1.8.3.2. Include a title (i.e., "Notice of Public Hearing"); the case number assigned to the application; the place, the purpose, and the date and time of the public hearing; and the address and phone number of the city department where additional information may be obtained.

1.8.3.3. Include red lettering a minimum of four inches (4") high in the title, and black lettering a minimum of two inches (2") high for all other text on a white background.

The applicant shall remove the sign upon which the notice is posted within seven (7) days following the conclusion of the public hearing before the Historic Preservation Commission. Failure to remove the sign within said timeframe as provided herein may result in the imposition of a fine not to exceed fifty dollars (\$50.00) per day.

1.8.4. Written Notice to Surrounding Property Owners: The applicant shall give written notice of the public hearing to the Property Owners of record of all Tax Parcels, whether tax exempt or not, lying within one hundred fifty feet (150'), exclusive of public right-of-way, of the property lines of the property on which the Improvement proposed for Landmark designation is located as shown on the record of the applicable Township Assessor's Office. Such written notices shall be properly addressed, delivered personally or sent by postage prepaid, certified

or registered mail, with return receipt requested not more than thirty (30) days nor less than fifteen (15) days in advance of the public hearing.

1.8.5. All written notices shall contain the following information: the case number assigned to the application, the name and address of the applicant and Property Owner, the common address or location of the property on which the Improvement sought to be designated as a Landmark is located, location, date and time of the public hearing before the Historic Preservation Commission, a description of the nature and purpose of the public hearing, and the office address of the city department where information concerning the application may be obtained.

Prior to commencement of the public hearing to consider the application, the applicant shall file a sworn affidavit, including a copy of the notices, with the City Clerk showing the names and addresses to which the written notices were sent or delivered. Said affidavit shall create a presumption that the notices have been properly given.

1.9. The public hearing shall be conducted by the Historic Preservation Commission and minutes of such proceedings shall be made and maintained by the City of Naperville in accordance with the provisions of the Illinois Open Meetings Act.

1.10. The Commission shall conclude the public hearing on the application for Landmark designation, and issue findings of fact and a recommendation to grant or deny the application, within sixty (60) days after the completed application for Landmark designation has been transmitted to the Commission. It shall be within the discretion of the Commission to recommend denial of an application for designation of a Landmark even if the criteria set forth in Section 6-11-3:2 are met. The Commission's findings of fact shall include the following:

1.10.1. Findings of fact related to the criteria set forth in Section 6-11-3:2;

1.10.2. A statement indicating whether the Owner of the proposed Landmark has responded to the application and the nature of the response pursuant to Section 6-11-3:3;

1.10.3. A description of evidence received by the Commission relative to the proposed Landmark designation pursuant to Section 6-11-3:1:4; and

1.10.4. Any other facts that the Commission finds relevant.

1.11. The application for Landmark designation, together with the Commission's findings of fact and recommendation, shall be forwarded to the City Council within thirty (30) days following issuance of the findings of facts and recommendation.

1.12. The City Council shall grant or deny the application for Landmark designation using the criteria set forth in Section 6-11-3:2 or on such other bases as it deems appropriate, prior to the expiration date of the application as provided in Section 6-11-

3:1.5 or within an extended timeframe approved by the City Council for up to an additional thirty (30) days.

If the City Council passes an ordinance approving the application for Landmark designation, a copy of said ordinance shall be sent by the City Clerk to the applicant, the Owner of the Improvement in question, and the applicable Township Assessor's Office, and shall be recorded with the appropriate County Recorder.

1.13. From the date that a complete application for Landmark designation is filed to the date that the application is granted, denied or expires, whichever comes first, no exterior architectural feature of the proposed Landmark may undergo Alteration, Construction, or Demolition if such Alteration, Construction, or Demolition would be subject to the issuance of a Certificate of Appropriateness pursuant to the provisions of Section 6-11-6 after designation. Nothing in this paragraph shall prohibit any work that would not be subject to the issuance of a Certificate of Appropriateness or any work that is necessary to prevent or correct an imminently dangerous or hazardous condition as described in Section 6-11-10:1.

1.14. Landmarks shall be designated by ordinance.

1.15. In the event that an application for Landmark designation is denied by the City Council or does not proceed for any reason, no application for Landmark designation of the same Improvement shall be made within one (1) year of the date of final action on or expiration of the original application, unless the Owner consents to such application and designation.

2. Criteria for Designation of Landmarks: An Application for Landmark designation may be granted based on the findings that the Improvement proposed to be designated as a Landmark meets the following criteria:

2.1. That it is over fifty (50) years old, in whole or in part; and

2.2. That one or more of the following conditions exist:

2.2.1. That it was owned or occupied by a person of historic significance in national, state or local history;

2.2.2. That it has a direct connection to an important event in national, state or local history;

2.2.3. That it embodies the distinguishing characteristics of an architectural period, style, method of Construction, or use of indigenous materials;

2.2.4. That it represents the notable work of a builder, designer or architect whose individual work has substantially influenced the development of the community;

or

2.2.5. That it is included in the National Register of Historic Places.

3. Owner's Consent: The input, and preferably the consent, of the Owner shall be considered by the Commission and the City Council in reaching a determination as to whether an

Improvement should be designated as a Landmark. However, the Owner's consent shall not be required as a condition to such designation.

6-11-4: DESIGNATION OF HISTORIC DISTRICTS:

1. Procedure:

- 1.1. Any person or entity, including the Historic Preservation Commission, may submit an application requesting an Historic District designation for any defined geographic area within the corporate limits of the city as prescribed herein. The application shall be supported by a petition as further provided herein.
- 1.2. For the purpose of this Section 6-11-4, the number of Owners within a defined geographic area proposed for an Historic District designation shall be determined on the basis of the total number of Tax Parcels within the area proposed for designation. The number of Tax Parcels owned, rather than the identity of the Owner, shall prevail, so that, for example, one person who owns two (2) separate Tax Parcels shall be counted as two (2) "Owners".
- 1.3. An application seeking an Historic District designation shall be in writing and shall include the following :
 - 1.3.1. Contact information of the persons or entities seeking the Historic District designation (applicant) including names, addresses, telephone numbers, email addresses and designation of one person to serve as the primary point of contact.
 - 1.3.2. A map delineating the boundaries of the area proposed for designation including the common addresses and PIN numbers of all parcels located within and a legal description of the proposed area.
 - 1.3.3. A petition, in a form provided by the city, supporting the proposed Historic District designation signed by no less than ten percent (10%) of the current Owners of real property within the area to be considered for designation. The petition shall identify the addresses and PIN numbers of the Tax Parcels located within the area proposed for designation that are owned by the persons who signed the petition.
 - 1.3.4. An affidavit signed by the applicant certifying that at least ten percent (10%) of the Property Owners consent to the application for designation.
 - 1.3.5. The name and address of the current Owner of each parcel located within the proposed area.
 - 1.3.6. An affidavit signed by the applicant certifying that notice of the application for designation of the area in question has been sent to the current Owners of record of all parcels within the proposed area by first class and certified U.S. postal mail.
 - 1.3.7. A written report containing: a) a description of the character of the area and properties contained therein; b) an analysis of the historic, architectural and aesthetic value of the proposed area in response to the criteria set forth in Section 6-11-4:2 under Standards for Designation of Historic Districts; c) a list of

- significant structures, sites or Improvements and significant exterior architectural features of each; and d) other reasons in support of the proposed designation.
- 1.3.8. Dated photographs of all structures, sites or Improvements within the designated area, including current information as to age, condition, style, and use of each.
- 1.3.9. Any other information that the applicant deems relevant.
- 1.3.10. Such other information as the Historic Preservation Commission may request or prescribe from time to time.

- 1.4. The application for an Historic District shall be filed with the Zoning Administrator, who shall promptly review the application to determine whether it is complete. After the application is deemed complete, the Zoning Administrator shall transmit copies of the application and any documentation pertaining to the application to the Commission.

Except as provided herein, an application for Historic District designation shall be valid for a period of one hundred fifty (150) days from the date on which the completed application is transmitted by the Zoning Administrator to the Commission. Any application for Historic District designation which is not granted or denied under the provisions of this section within said one hundred fifty (150) day period, shall automatically lapse and become null and void without further action by the city, except that the application may be extended for a period up to sixty (60) days upon the written request of the applicant prior to the expiration date. A request for an extension of time shall require written documentation signed by at least ten percent (10%) of all Owners within the proposed area to be designated indicating consent to such extension. An affidavit signed by the applicant certifying that at least ten percent (10%) of the Property Owners consent to the extension shall be submitted along with the written request.

- 1.5. Upon receipt of the completed application for Historic District designation and any documentation pertaining to the application, the Commission may request additional information as necessary to form findings and recommendations to the City Council. Such information shall be promptly provided.

- 1.6. Within thirty (30) days after the completed application for designation of an Historic District has been transmitted to the Commission, the Commission shall commence a public hearing on the application.

- 1.7. Required Notices:

1.7.1. Written Notice to the Property Owners: The applicant shall give written notice of the public hearing to the current Owner(s) of record of all Tax Parcels located within the area proposed to be designated as an Historic District as shown on the record of the applicable township assessor's office. The written notice shall be delivered by first class and certified U.S. postal mail, properly addressed and with sufficient prepaid postage affixed thereon, not more than thirty (30) days nor less than fifteen (15) days in advance of the public hearing.

- 1.7.2. Publication: Notice of the public hearing shall be published at least once in a newspaper of general circulation in the city, no more than thirty (30) days nor less than fifteen (15) days in advance of the public hearing.
- 1.7.3. Written Notice to Surrounding Property Owners: The applicant shall also give written notice of the public hearing to the Property Owners of record of all Tax Parcels, whether tax exempt or not, lying within one hundred fifty feet (150'), exclusive of public right-of-way, of the proposed boundaries of the area to be proposed for Historic District designation as shown on the record of the applicable Township Assessor's Office. Such written notices shall be properly addressed, delivered personally or sent by postage prepaid, certified or registered mail, with return receipt requested not more than thirty (30) days nor less than fifteen (15) days in advance of the public hearing.
- 1.7.4. All written notices shall contain the following information: the case number assigned to the application, the name and address of the applicant, a map delineating the boundaries of the area in question, the common addresses and PIN numbers of all Tax Parcels located within the proposed area, location, date and time of the public hearing before the Historic Preservation Commission, a description of the nature and purpose of the public hearing, and the office address of the city department where information concerning the application may be obtained.

Prior to commencement of the public hearing to consider the application, the applicant shall file a sworn affidavit, including a copy of the notices, with the Zoning Administrator showing the names and addresses to which the written notices were sent or delivered. Said affidavit shall create a presumption that the notices have been properly given.
- 1.8. The public hearing shall be conducted by the Historic Preservation Commission and minutes of such proceedings shall be made and maintained by the City of Naperville in accordance with the provisions of the Illinois Open Meetings Act.
- 1.9. The Commission shall conclude the public hearing on the application for Historic District designation, and issue findings of fact and a recommendation to grant or deny the application, within sixty (60) days after the completed application for designation of an Historic District has been transmitted to the Commission. The Commission shall have the discretion to recommend denial for an application for designation of an Historic District even if the criteria set forth in 6-11-4:2 are met. The Commission's findings of fact shall include the following:
 - 1.9.1. Findings of fact related to the standards set forth in Section 6-11-4:2;
 - 1.9.2. A description of the evidence received by the Commission relative to the percentages of the Owners within the area to be considered for Historic District designation who consent or oppose designation of an Historic District, pursuant to Section 6-11-4:1.2.2 and 6-11-4:3; and

- 1.9.3. Any other facts that the Commission finds relevant.
- 1.10. The application for Historic District designation, together with the Commission's findings of fact and recommendation, shall be forwarded to the City Council within thirty (30) days following issuance of the findings of fact and recommendation.
- 1.11. The Commission may recommend, or the Council may decide, without requiring further application, notice or hearing, that the area to be designated an Historic District be smaller than the area proposed in the application, provided that such smaller district be located entirely within the area originally proposed.
- 1.12. The City Council shall grant or deny the application for designation of an Historic District using the criteria set forth in Section 6-11-4:2 or on such other bases as it deems appropriate, prior to the expiration date of the application as provided in Section 6-11-4:1.4 or within an extended timeframe approved by the City Council for up to an additional thirty (30) days.

If the City Council passes an ordinance approving the application for Historic District designation, a copy of said ordinance shall be sent by the City Clerk to the applicant, the Owner of all Tax Parcels located within the Historic District, and the applicable Township Assessor's Office, and shall be recorded with the appropriate County Recorder.

- 1.13. From the date that a complete application for Historic District designation is filed to the date that the application is granted, denied or expires, whichever comes first, no exterior architectural feature of any Improvement which is located in the proposed Historic District may undergo Alteration, Construction, or Demolition if such Alteration, Construction, or Demolition would be subject to the issuance of a Certificate of Appropriateness pursuant to the provisions of Section 6-11-6 after designation. Nothing in this paragraph shall prohibit any work that would not be subject to the issuance of a Certificate of Appropriateness, or any work that is necessary to prevent or correct an imminently dangerous or hazardous condition as described in Section 6-11-10:1.
- 1.14. Historic Districts shall be designated by ordinance.
- 1.15. In the event that an application for designation of an Historic District is denied by the City Council, or does not proceed for any reason, no application for designation of an Historic District including any portion of the same area shall be made within one (1) year of the date of final action on or expiration of the original application, unless one hundred percent (100%) of Owners within the proposed Historic District consent to such renewed application and designation. An affidavit signed by the applicant certifying that one hundred percent (100%) of the Property Owners consent to the extension shall be submitted along with the application.

2. Standards for Designation of Historic Districts: An application for Historic District designation may be granted based on the findings that the area proposed to be designated as an Historic District meets the following requirements:
 - 2.1. No less than fifty one percent (51%) of the parcels within the proposed area contain principal structures that are over fifty (50) years old, in whole or in part; and
 - 2.2. That one or more of the following conditions exists:
 - 2.2.1. That the proposed district has a sense of cohesiveness expressed through a similarity or evolution of architectural style, time period, method of Construction, or use of indigenous materials that reflects a significant aspect of the architectural heritage of the City;
 - 2.2.2. That some architectural or land use characteristics are prevalent within the proposed district in a manner which distinguish it from the rest of the City and which is relevant to the historical development of the city; or
 - 2.2.3. That the proposed district is included in the National Register of Historic Places.

Option A:

3. Owners' Consent: During the period beginning with the filing of an application for designation of an Historic District and ending with the final action of the City Council granting or denying said application or the expiration of the application, whichever comes first, any person, group of persons or association may present to the Historic Preservation Commission or the City Council with a petition supporting or opposing the proposed designation of an Historic District. The Commission shall not recommend, nor the City Council grant, a designation of an Historic District if a petition is presented in opposition to the proposed designation that contains signatures of fifty one percent (51%) or more of the Owners of real property within the area to be considered for designation as an Historic District, accompanied by an affidavit certifying the same.

Option B:

3. Owners' Consent: During the period beginning with the filing of an application for designation of an Historic District and ending with the final action of the City Council granting or denying said application or the expiration of the application, whichever comes first, any person, group of persons or association may present to the Historic Preservation Commission or the City Council with a petition supporting or opposing the proposed designation of an Historic District. The City Council shall not grant a designation of an Historic District unless a petition is presented supporting the proposed designation that contains signatures of 51% or more of the Owners of real property within the area to be considered for designation as an Historic District, accompanied by an affidavit certifying the same.

6-11-5: APPLICABILITY OF ZONING PROVISIONS:

1. Zoning Classifications and Permitted Uses: All Landmarks and Historic Districts shall also be classified in one or more of the zoning districts established by Chapters 6 through 8 of this title.

For any Landmark or any Historic District, all the regulations of the underlying zoning district shall apply, except insofar as such regulations are in conflict with any special regulations applicable to a Landmark or Historic District, and in the event of a conflict, the regulations governing the Landmark or Historic District shall apply. All permitted uses or conditional uses otherwise allowable in the underlying zoning district shall continue to be the appropriate allowable uses.

2. Relationship To Planning and Zoning Commission: The Historic Preservation Commission may, at the request of the Planning and Zoning Commission or on its own initiative, prepare a written report to, and, in addition, may testify at any public hearing conducted by the Planning and Zoning Commission with respect to any matter being considered by the Planning and Zoning Commission which may affect any Improvement designated as a Landmark or located within an Historic District.
3. Conditional Uses; Variances; Amendments To Zoning Title: A copy of any application for a conditional use, a variance from the provisions of this zoning title, or any amendment to the map or text of the zoning ordinance shall be forwarded by the Planning and Zoning Commission to the Historic Preservation Commission, if such proposed change would affect any Landmark or any properties within an Historic District.

Within a reasonable time after receipt of an application as set forth above, the Historic Preservation Commission shall review said application to determine the effect which the proposed conditional use, variance or amendment would have on the historic character of the Landmark or Historic District.

Within thirty (30) days after receipt of an application for a conditional use, a variance from the provisions of this zoning title, or any amendments to the map or text of the zoning ordinance, the Historic Preservation Commission shall forward any recommendations it desires to make to the Planning and Zoning Commission from which the copy of the application or amendment was received. Such recommendations shall be briefly summarized in any reports required to be submitted to the City Council by the Planning and Zoning Commission.

6-11-6: CERTIFICATE OF APPROPRIATENESS:

Property Owners who seek to alter, construct, demolish or make a material change to Landmark properties, or to properties located within an Historic District, shall be required to obtain a Certificate of Appropriateness as provided herein. Nothing contained in this Chapter shall exempt any Property Owner from compliance with all other applicable requirements of the Naperville Municipal Code including, but not limited to, the Building Regulations and permit requirements as set forth in Title 5 and the Zoning Regulations as set forth in Title 6. A Certificate of Appropriateness may be required regardless of whether building or other permits are required under the current code.

6-11-7: CERTIFICATE OF APPROPRIATENESS NOT REQUIRED:

A Certificate of Appropriateness is not required for the following:

1. Secondary or Rear Façade: Any work (e.g., addition, Demolition, Alteration or change in material) performed on the Secondary or Rear Façade of the Principal Building or Structure if such work will result in no change to the Exterior Architectural Appearance of the building or structure as visible from a public street measured by a line of sight perpendicular to the Primary Façade(s). A public street shall not include alleys.
2. Exterior Building Materials: In-Kind Replacement of less than 50% of the Primary Façade(s) with use of Original Materials or Fiber Cement Board in place of wood.
3. Detached Garages: New detached garages or changes to existing detached garages.
4. Rear Yard Improvements: Any accessory building or structure (e.g., shed, rear deck or porch, patio, and trellis) located behind the Principal Building or Structure.
5. Driveways: New or relocated driveway access from the alley or the corner side street (i.e. a street adjacent to the corner side yard of a lot); or relocation of the existing driveway access from the front street (i.e. a street adjacent to the front yard of a lot).
6. Fences: Wood or iron Open Fences as defined in Section 6-1-6, which abut or are nearest to a front yard or a corner side yard and are visible from a public street; or fences of any type that abut or are nearest to an interior side yard or a rear yard. Public streets do not include alleys.
7. Reversible Appurtenances: Air conditioning units, gutters, downspouts, antennas, satellite dishes, and mail boxes.
8. Painting.
9. Landscaping.
10. Signs and Graphics.
11. Storm Windows and Doors.

6-11-8: CERTIFICATE OF APPROPRIATENESS REQUIRED:

A Certificate of Appropriateness shall be required for the following:

1. Certificate of Appropriateness Subject to Administrative Approval: Minor work shall require a Certificate of Appropriateness subject to review and approval by the Zoning Administrator in accordance with Section 6-11-8:4.3 prior to commencement of such work. Minor work shall include the following work performed on the Primary Façades(s) of the Principal Building or Structure, or driveways, or where projection of the work would be visible from a public street measured by a line of sight perpendicular to the Primary Façade(s). A public street shall not include alleys:
 - 1.1. Doors: In-Kind Replacement with use of wood or Original Material.
 - 1.1. Windows: In-Kind Replacement with use of wood or aluminum clad wood.
 - 1.2. Roofs: In-Kind Replacement with use of asphalt or Original Material.
 - 1.3. Exterior Building Materials: In-Kind Replacement of 50% or more of the Primary Façade(s) with use of Original Material or Fiber Cement Board in place of wood.
 - 1.4. Porches: In-Kind Replacement in whole or replacement of porch columns with use of wood, plaster or cement materials; porch flooring with use of wood or composite decking materials; or other porch components with use of wood or Original Material.
 - 1.5. Shutters and Awnings: In-Kind Replacement with use of Original Material.

1.6. Reconstruction of Principal Structures: The Primary Façade(s) of any exact duplication of the original structure with use of materials referenced in this Section 6-11-8.1.

2. Certificate of Appropriateness Subject to Historic Preservation Commission Approval: Major work shall require a Certificate of Appropriateness subject to the review and approval by the Historic Preservation Commission in accordance with Section 6-11-8:4.4 before such work may commence. Major work shall include the following work performed on the Primary Façade(s) of the Principal Building or Structure, fences, driveways or attached garages, or where projection of the work would be visible from a public street measured by a line of sight perpendicular to the Primary Façade(s). A public street shall not include alleys:

2.1. Doors: Any work that will result in a new opening, a change in style or opening, or use of material that is not wood or Original Material.

2.2. Windows: Any work that will result in a new opening, a change in style or opening or use of material other than wood or aluminum clad wood.

2.3. Roofs: Any work that will result in a change in height or pitch; or use of material other than asphalt or Original Material.

2.4. Exterior Building Materials: Any work that would result in a change in Reveal or profile; or use of material that is not specified under Section 6-11-8:1.1.3.

2.5. Porches: Any work that would result in new enclosure, a change in size or style, or use of material that is not listed under Section 6-11-8:1:1.1.4.

2.6. Shutters and Awnings: Any work that will result in new shutters or awnings, a change in size or style, or use of material that is not original to the structure.

2.7. Other Original Architectural Features Contributing to the Style of the Principal Building or Structure: Any work that will result in a change in size or style; or use of material that is not original.

2.8. New Principal Structures: The Primary Façade(s) of any new principal structure.

2.9. Modifications to Principal Structures: The Primary Façade(s) of any reconstruction of a principal structure that will not match the original Improvement or result in use of material not listed under Section 6-11-8.1.

2.10. Additions: Primary Façade(s) of the addition.

2.11. Demolition: Demolition of a principal structure in whole; removal without replacement of original architectural features contributing to the style of the Principal Building or Structure except otherwise provided herein.

2.12. Driveways: New driveway access from the front street (i.e. a street adjacent to the front yard of a lot).

2.13. Fences: Open Fences (as defined in Section 6-1-6) comprised of material other than wood or iron or solid fences of any material that abut or are nearest to a front yard or a corner side yard and are visible from a public street. Public streets do not include alleys.

2.14. Attached garages: New attached garages. Existing attached garages shall be regarded as part of the principal building or structure, subject to Section 6-11-8:1 and Section 6-11-8:2 of this code.

2.15. Solar Panels and Skylights on Principal Structures.

3. The Zoning Administrator shall review any work not listed in Sections 6-11-7, 6-11-8:1 and 6-11-8:2 to determine whether a Certificate of Appropriateness shall be required and whether it may be administratively reviewed. An appeal of the Zoning Administrator's decision shall be made in accordance with the procedure prescribed in Section 6-3-6:1 of this Code.
4. Procedures For Issuance Of Certificate Of Appropriateness:
 - 4.1. Applications: The application for a Certificate of Appropriateness, when one is required, shall be in writing on a form provided by the Zoning Administrator and shall include the following information at a minimum:
 - 4.1.1. Street address of the property involved.
 - 4.1.2. Applicant and/or Owner's name and address.
 - 4.1.3. Architect's name if one is utilized.
 - 4.1.4. Brief description of the present Improvements situated on the property.
 - 4.1.5. A detailed description of the Construction, Alteration, or Demolition proposed together with any architectural drawings or sketches if those services have been utilized by the applicant and if not, a description of the Construction, Alteration, or Demolition, sufficient to enable anyone to determine what the final appearance of the improvement will be.
 - 4.1.6. Such other information as may be required by the Zoning Administrator.
 - 4.2. Review of Application: The application for a Certificate of Appropriateness shall be filed with the Zoning Administrator, who shall promptly review the application to determine completeness. The Zoning Administrator shall determine whether the proposed work is minor or major, in accordance with Sections 6-11-8:1, 6-11-8:2 and 6-11-8:3. If a review from the Historic Preservation Commission is required under this Section, the Zoning Administrator shall transmit a copy of the complete application to the Commission.
 - 4.3. Administrative Certificate of Appropriateness Review Procedures:
 - 4.3.1. Minor work set forth in this Section 6-11-8 may be administratively approved by the Zoning Administrator without the approval of the Historic Preservation Commission.
 - 4.3.2. Appeals to the Historic Preservation Commission: Any denial of an application for Certificate of Appropriateness by the Zoning Administrator may be appealed to the Historic Preservation Commission only by the applicant or Property Owner in accordance with the following provisions:
 - 4.3.2.1. A request for appeal must be filed with the Zoning Administrator within fourteen (14) days of the denial of the application.
 - 4.3.2.2. Within sixty (60) days of the filing of the request for appeal, the Historic Preservation Commission shall meet to consider the appeal.
 - 4.3.2.3. The Zoning Administrator shall forward the Commission written findings of facts regarding the decision.

4.3.2.4. On appeal, the Historic Preservation Commission shall consider the findings of fact of the Zoning Administrator and shall determine whether the Certificate of Appropriateness should be approved or denied.

4.4. Historic Preservation Commission Certificate of Appropriateness Review Procedures:

4.4.1. Major work set forth in this Section 6-11-8 shall be reviewed by the Historic Preservation Commission at a public meeting in accordance with Section 6-11-8:4.4.2.

4.4.2. Public Meeting: A public meeting shall be held no more than sixty (60) days after a completed application for a Certificate of Appropriateness has been filed.

4.4.3. Written Notice: The applicant shall give written notice of the public meeting at which the proposed Certificate of Appropriateness will be considered to the current Owners of record of all lots lying within two hundred fifty feet (250') of the property lines of the parcel of land on which the Improvement that is the subject of the request for a Certificate of Appropriateness is located, exclusive of public right-of-way. The written notices shall be delivered personally or may be sent by first class mail, properly addressed and with sufficient postage affixed thereon no later than ten (10) days in advance of the public meeting.

All written notices shall contain the following information:

- the case number assigned to the request by the city,
- the nature and the purpose of the request,
- the date, time and location of such meeting,
- the common address or location of the Improvement in question,
- the name and address of the applicant and of the Owner of the Improvement, and
- the administrative office of the city where more information may be obtained concerning the request.

The applicant shall file a sworn affidavit, including a copy of the notice, with the Zoning Administrator showing the names and addresses of the persons to whom the written notices have been sent or delivered, and that such notices were sent or delivered no less than ten (10) days in advance of the public meeting. Said affidavit shall constitute a presumption that the notices have been properly given.

4.4.4. Sign: The applicant shall post notice of the public meeting at which the proposed Certificate of Appropriateness will be considered on a sign visible from a public street (excluding alleys) upon the property for which the Certificate of Appropriateness is proposed. The sign on the property shall:

4.4.4.1. Include a title (i.e., "Notice of Historic Preservation Commission Meeting"); the case number assigned to the application; a brief description of the nature of the Certificate of Appropriateness request; the date, time and location of the public meeting; and the address and phone number of

the administrative office of the city where additional information may be obtained.

4.4.4.2. Include lettering a minimum of three inches (3") high in the title, and a minimum of one inch (1") high for all other text.

4.4.4.3. Be posted on the property for a continuous period of not more than twenty one (21) days and not less than ten (10) days in advance of the public meeting, at which the proposed Certificate of Appropriateness will be considered.

The applicant shall remove the sign upon which the notice is posted within seven (7) days following the conclusion of the public meeting on the matter before the Historic Preservation Commission. Failure to remove the sign within the timeframe as provided herein may result in the imposition of a fine not to exceed fifty dollars (\$50.00) per day.

4.4.5. Public Comments: Except as provided in Section 6-11-8:4.3.2, the Historic Preservation Commission shall take public comments prior to rendering a decision to grant or deny a Certificate of Appropriateness.

4.4.6. Decision Rendered: The Commission shall render a decision to grant or deny an application for a Certificate of Appropriateness at the meeting at which it considers an application unless such deliberations are continued to a subsequent meeting for the purposes of obtaining additional information or in order to allow the applicant to submit revisions to the application.

4.5. Issuance of Certificate: The Zoning Administrator shall issue the Certificate of Appropriateness within seven (7) business days of the approval of an application for a Certificate of Appropriateness by either the Zoning Administrator pursuant to Section 6-11-8:4.3 or by the Historic Preservation Commission pursuant to Section 6-11-8:4.4. The Owner and/or applicant shall not perform any of the work requested until the Owner and/or applicant is in receipt of the certificate and all other required permits.

A Certificate of Appropriateness shall not be valid unless the following conditions are met:

4.5.1. The work authorized by the Certificate of Appropriateness has been completed within three (3) years of the issuance of the certificate. Upon written request of the Owner and/or applicant prior to the expiration date the Zoning Administrator may extend the effective period of the Certificate of Appropriateness for a period of up to two (2) additional years without reapplication to the Commission.

4.6. Appeals To City Council: The Owner and/or applicant may appeal any denial of an application for a Certificate of Appropriateness as determined by the Historic Preservation Commission to the City Council in accordance with the following provisions:

4.6.1. A request for appeal must be filed with the Zoning Administrator within fourteen (14) days of the denial of the application.

- 4.6.2. The Zoning Administrator shall immediately notify the Commission of any appeal taken from the denial of an application for Certificate of Appropriateness.
- 4.6.3. The Commission shall forward a copy of its written findings of fact and its decision to the Zoning Administrator within fourteen (14) days of receipt of the notice of appeal. The Commission shall forward to the Zoning Administrator a copy of its minutes of the meeting at which it considered the application.
- 4.6.4. Within sixty (60) days of the filing of the request for appeal with the Zoning Administrator, the City Council shall consider the appeal.
- 4.6.5. The Zoning Administrator shall send notice to the applicant in writing at least seven (7) working days prior to the scheduled meeting of the date, time and place of the meeting at which the appeal is scheduled to be considered by the City Council.
- 4.6.6. On appeal, the City Council shall consider the minutes and findings of fact of the Historic Preservation Commission and shall determine whether the Certificate of Appropriateness should be approved or denied.

5. Factors For Consideration of A Certificate Of Appropriateness Application:

- 5.1. Compatibility with District Character: The Commission and Zoning Administrator shall consider the compatibility of the proposed Improvement with the character of the Historic District in terms of scale, style, exterior features, building placement and site access, as related to the Primary Façade(s), in rendering a decision to grant or deny a Certificate of Appropriateness.
- 5.2. Compatibility with Architectural Style: The Commission and Zoning Administrator shall consider the compatibility of the proposed Improvement with the historic architectural style of the building or structure to be modified by the Certificate of Appropriateness request.
- 5.3. Economic Reasonableness: The Commission and the Zoning Administrator shall consider the economic reasonableness of any recommended changes determined to be necessary to bring the application into conformity with the character of the Historic District.
- 5.4. Energy Conservation Effect: In making its determinations, the Commission and Zoning Administrator shall consider the effect that any recommended changes may have on energy conservation.
- 5.5. Application of Regulations: The Commission and Zoning Administrator shall not impose specific regulations, limitations, or restrictions as to the height and bulk of buildings, or the area of yards or setbacks, or other open spaces, density of population, land use, or location of buildings designed for conditional uses except as applicable for compliance with the underlying zoning district.
 - 5.5.1. The Commission however, may consider the height and bulk of buildings and area of yards or setbacks within the context of existing neighborhoods in making its determinations. The Commission shall be permitted to deny a Certificate of

Appropriateness on the basis of height and bulk of buildings and the area of yards or setbacks only upon finding that the approval of such a request would be detrimental to the existing or historical character of its surrounding neighborhood. The Commission may adopt procedural rules concerning the type of information that it considers necessary to make such a finding.

5.5.2. The Commission's consideration of height and bulk of buildings and area of yards or setbacks shall not exempt the applicant from compliance with the provisions of this Title 6 (Zoning Regulations).

5.6. The City's Historic Building Design and Resource Manual may be used as a resource in consideration of the above.

6-11-9: MAINTENANCE AND REPAIR REQUIRED:

Neither the Owner of nor the person in charge of an Improvement designated as a Landmark or an Improvement located within an Historic District shall permit such Improvement to fall into a state of disrepair which may result in the deterioration of any exterior appurtenance or architectural feature so as to produce or tend to produce, in the judgment of the Zoning Administrator, a detrimental effect upon the character of the Historic District as a whole or the life and character of the Improvement in question, including, but not limited to:

1. The deterioration of exterior walls or vertical supports.
2. The deterioration of roofs or other horizontal members.
3. The deterioration of exterior chimneys.
4. The deterioration or crumbling of exterior plaster or mortar.
5. The ineffective waterproofing of exterior walls, roofs and foundations, including broken windows or doors.
6. The deterioration of any feature so as to create or permit the creation of any hazardous or unsafe condition or conditions.

Nothing in this Chapter shall exempt an Improvement designated as a Landmark or located within a Historic District from compliance with the provisions of Section 5-1H (Property Maintenance Code) of this Code. Enforcement of this Section shall be pursuant to Section 6-3-11 and Section 5-1H of this Code.

6-11-10: REMEDYING OF DANGEROUS CONDITIONS:

1. In the event that a condition on property located within the Historic District, or property designated as a Landmark, presents an imminent danger to the public health, safety, or welfare or requires immediate Construction, reconstruction, repair, Alteration, or Demolition as ordered by a court of competent jurisdiction or as determined by a representative of the City, then such work may be performed without a Certificate of Appropriateness. Work performed under such circumstances shall be the minimum necessary in order to render the Improvement safe, after which any Construction, reconstruction, Alteration or Demolition shall be processed in accordance with the provisions of Sections 6-11-6, 6-11-7 and 6-11-8 of this Chapter.
2. Under the circumstances described in Section 6-11-10:1, the Owner of the property shall notify the Zoning Administrator in writing prior to performing the work necessary to make the property safe. If advance notification is not practical due to the emergency nature of the

situation, the Owner shall provide written notice to the Zoning Administrator within seven (7) calendar days of commencement of such work. In either case, the written notice shall include the following: (i) a detailed description of the dangerous condition in question; (ii) the timeframe needed to complete the work; and (iii) the specific actions to be taken in the performance of such work.

6-11-11: DEMOLITION BY NATURAL CAUSES:

1. For the purposes of this Section, natural Demolition shall occur when an Improvement is damaged by fire, explosion, or other casualty or act of God.
2. In the case of natural Demolition of all or part of a Landmark or an Improvement located within an Historic District, the Owner shall obtain a Certificate of Appropriateness prior to reconstruction when required under the provisions of this chapter.

6-11-12: FINES AND PENALTIES:

1. Illegal Demolition:
 - 1.1. Demolition occurring under the provisions of Section 6-11-10 and Section 6-11-11 shall not be considered illegal Demolition for the purpose of this chapter, provided that the Zoning Administrator is properly notified in writing as provided in Section 6-11-10:2.
 - 1.2. It shall be unlawful to demolish any portion of any Landmark or any Improvement located within the Historic District unless specifically permitted through a Certificate of Appropriateness issued for that property.
 - 1.3. Property Owners will be subject to a fine of no less than ten thousand dollars (\$10,000.00) and no greater than fifty thousand dollars (\$50,000.00) for any and all illegal Demolition to any Landmark or to any Improvement located within an Historic District.
2. Illegal Construction Or Alteration:
 - 2.1. It shall be unlawful to complete any Construction or Alteration to any Landmark or any Improvement located within an Historic District unless specifically permitted through the Certificate of Appropriateness issued for that property.
 - 2.2. Property Owners will be subject to the following fines and penalties for any and all illegal Construction or Alteration to any Landmark or any Improvement located within an Historic District:
 - 2.2.1. A fine of no less than five hundred dollars (\$500.00) and no greater than one thousand dollars (\$1,000.00), per violation.

SECTION 6: This Ordinance shall be in full force and effect upon its passage and approval as required by law.

PASSED this ____ day of _____, 2011.

AYES:

NAYS:

ABSENT:

APPROVED this ____ day of _____, 2011.

A. George Pradel
Mayor

ATTEST:

Pam LaFeber, Ph.D.
City Clerk



**NAPERVILLE HISTORIC PRESERVATION COMMISSION
MINUTES OF DECEMBER 9, 2010 - DRAFT**

Call to Order

7:00 p.m.

A. Roll Call

Present: Hartner, Smith, Larsen, Messer, Ory, Fissinger, Grinnell (non-voting), Moore (student member), Thompson (student member)
Absent: Schoeneck, Ryan, Wilson
Staff Present: Planning Services Team – Liu

B. Minutes Approve the minutes of August 26, 2010.

Motion by: Smith Approved
Second by: Larsen (6 to 0)

E. Reports and Recommendations

E1. PC #10-1-144 Recommend approval of the revised Historic Preservation Ordinance (i.e., Title
Historic Preservation 6, Chapter 11 of the Municipal Code) in order to bring the ordinance in line with
Ordinance Revisions the changes recommended in the Unified Recommendation.

Ying Liu, Planning Services Team, provided an overview of revisions to the Historic Preservation Ordinance. The new ordinance codifies the changes approved through the Unified Recommendation and includes clarified and improved language to enhance the applicability and user-friendliness of the code. No substantial new change is proposed other than those approved through the Unified Recommendation.

Historic Preservation Commission inquired about:

- Whether the ordinance online was changed from the initial internet posting.
- The ordinance doesn't state the benefits of being part of a historic district.

Staff responded:

- The ordinance speaks to the minimum standards and procedures for granting a COA or approving a Landmark/Historic District designation. Information regarding the benefits of the district, best practices and incentives is contained within the Historic Building Design and Resource Manual, a companion document to the ordinance.

Public Comment:

Carol Schmidt, 204 N. Wright Street: She gave the example of 30 S. Ellsworth and noted that the project could become a total demolition soon due to the owner's inability to complete the construction work. She encouraged the commission to carefully evaluate any future project as a whole to make sure that the extent of demolition proposed would not result in a loss of the structure's contributing status in the Historic District.

Historic Preservation Commission Discussion:

- Messer: Supports the text amendment which balances preserving the Historic District and property rights. Continuous education and training for residents and commission are important. He hopes that the recent budget cut by the City Council would not affect the education and training component of the Historic Preservation Commission.

Historic Preservation Commission moved to recommend approval of PC#10-1-144, a revised Historic Preservation Ordinance.

Motion by: Smith
Seconded by: Larsen

Approved
(6 to 0)



**NAPERVILLE PLAN COMMISSION
MINUTES OF JANUARY 5, 2011**

Call to Order

7:00 p.m.

A. Roll Call

Present: Gustin, Edmonds, Herzog, Messer, Trowbridge
Absent: Bruno, Meschino, Meyer
Student Members: Kyle Uber
Staff Present: Planning Team –Amy Emery, Allison Laff, Ying Liu

Approved
(4 to 1)

**PC Case#10-1-144
Text Amendment
Historic
Preservation
Ordinance Revisions**

Conduct the public hearing and recommend approval of the text amendment.

Ying Liu, Planning Services Team, gave an overview of the request, noting the challenge of promoting historic preservation and protecting property rights. Ordinance promotes historic preservation but seeks balance thru appeals process.

Plan Commission inquired about:

- Types of projects that require a COA under the new ordinance
- The landmark designation processes and property owner protections/ability to impact application made by others
- Legal Departments role in the drafting of the proposed ordinance
- The process for establishing a district. Concern was expressed that only 10% of homeowners are required to put in an application for a district. At that point, the majority of the neighborhood has to stop it if they are not interested. Believe burden to establish a district should be placed on those applying, not those against it. As such, applicant should be required to get a majority of residents to support the idea.

Public Testimony:

Carol Schmidt, 204 N. Wright Street, Naperville, IL

- Pointed out that under the proposed ordinance, it is possible to essentially demolish a structure, thereby destroying any historic value, and then rebuild provided the “look” / “aesthetic” is in harmony with character of district.
- Expressed need for enforcement of maintenance and repair provisions of ordinance.
- Importance of training HPC members so they have the ability to understand plan submittals and impact on historic district.

Plan Commission Inquiry/Discussion:

- Messer- Feel the HPC has better guidelines in place now, find the *Historic Building Design and Resource Manual* is an excellent tool, and is confident they have the ability to alleviate concerns expressed by Ms. Schmidt.
- Edmonds - Indicated that factors for consideration COA (Section 6-11-8:5) should be reviewed to clearly convey that district character is first priority, and only when economically reasonable, will original materials be preserved. Also expressed concern about fine and penalty section. Would like to see fines and penalties for violation of historic preservation ordinance consistent with other violations of the zoning code to address fairness and consistency concerns.
- Trowbridge – expressed concern about two year occupancy delay clause included within fines and penalties for illegal demolition. Also requested a tracked version showing how original ordinance has been modified.
- Gustin – requested review of maintenance and repair code references and proposed fines and penalties. Requested opportunity to review *Historic Building Design and Resource Manual* before making recommendation. Requested deletion of 6-11-12:1.3.2.3 due to concerns about impact having a structure remain vacant for two years will have on the structure and neighborhood.
- Herzog – Requested revision be considered to Section 6-11-4 related to owner consent. Section should include standards for historic district establishment that require the petitioner obtain signatures from 51% of the homeowners in support of the district. He does not support the current model wherein the majority must collect signatures to oppose/block district establishment. He feels the burden should be on the petitioner.
- Gustin – Expressed concern about the difficulty of getting a majority

of residents to support the establishment of a historic district. She feels the current language provides a solid opportunity for preservation while respecting resident opportunity to oppose.

Plan Commission continued this public hearing until January 19, 2010.



**NAPERVILLE PLAN COMMISSION
DRAFT MINUTES OF JANUARY 19, 2011**

Call to Order

7:01 p.m.

A. Roll Call

Present: Bruno, Trowbridge, Messer, Gustin, Edmonds, Herzog, Meyer, Meschino

Student Members: Uber, Wallace (7:25), Schoch (7:25)

Staff Present: Planning Team – Emery, Forystek, Liu

C. Old Business Ying Liu, Planning Services Team, gave an overview of the discussion from the January 5, 2011 public hearing and staff response.

Historic Preservation
Ordinance Revisions
PC 10-1-144

Public Testimony:

Anissa Olley, 101 Springwood

- Expressed concern about proposed language related to how a historic district may be proposed. She feels it should be the responsibility of a 51% majority of residents who support a district to initiate its creation district.
- Believes only a homeowner should be able to request landmark designation of a property.
- Requested a definition of “economic hardship” as referenced by staff at the January 5, 2011 hearing.

Plan Commission Questions/Comments:

- Meyer – Requested clarification from staff about notification procedures

- Gustin -
 - Requested clarification from staff about public input process. Staff described public education and input opportunities provided thru City’s Web Site, media releases, e-news, direct mailings and public meetings.
 - Requested and received clarification from staff about economic reasonableness standard and how it is applied to COA review. This standard can vary from case-to-case. The Historic Preservation Commission (HPC) will evaluate as appropriate.
 - Asked for clarification about the minimum number of structures required to create a district.

- Expressed opinion that the city must have an effective way to deal with projects that are not completed to avoid situations similar to the recent property on Ellsworth Street.
- Edmonds –
 - Expressed support for change to the process outlined in the draft ordinance related to how a historic district is created. Believes the petitioner should have to show 51% neighborhood support.
 - Agrees with the proposed ordinance language that allows the owner or others to establish landmark status of a property.
 - Pointed out references in Section 6-11-8:5 to the practice categories of “encourage” and “acceptable.” As written, she believes the proposed code establishes a hierarchy. However, in the same section it indicates that these practices are interchangeable. She expressed concern about HPC’s ability to be consistent in applying the standard over time. Believes the language should be amended.
- Bruno – Requested information about how the percentages referenced in Section 6-11-4:3 were established. Staff clarified these percentages were developed as part of the Unified Recommendation.
- Messer – Expressed support for the ordinance as written. Not supportive of the 51% objection amendment as discussed by some members of the Plan Commission. Believes language provides protection for property owners. Also feel it is appropriate to allow for landmark status other than by homeowner in certain instances.
- Herzog – Supports alternative language included in staff memo that would shift burden for establishment of a historic district to those proposing its creation, not those defending against it.
- Meschino – Asked for clarification for approach to voting on this matter.

Plan Commission closed the public hearing.

Plan Commission Discussion:

- Trowbridge – Expressed support for the ordinance with a few minor changes, including the majority requesting of any new historic district. Extremely pleased that the occupancy penalty for illegal demolition has been removed.
- Gustin –
 - Agrees with the majority of commissioners who have expressed concern about property rights as it relates to the creation of a new historic district.
 - Believes it should be the burden of the petitioner to gain support for the creation of any new historic district.

- Happy to see that the occupancy penalty, maintenance and fine revisions suggested at the January 5, 2011 hearing have been made.
- Meyer – Agrees with Herzog’s idea about how a district may be established. With that exception, she supports every other aspect of the ordinance and feels it is very well written.

Plan Commission Action:

Plan Commission moved to recommend approval of the Historic Preservation Ordinance, Title 6, Chapter 11, of the Naperville Municipal Code to the Naperville City Council.

Motion by: Trowbridge

Second: Gustin

The following amendment to this motion was proposed by Herzog and seconded by Meyer:

Section 6-11-4:3 should be amended to clarify that City Council shall not grant a designation of an Historic District unless a petitioner is presented supporting the proposed designation that contains signatures of 51% or more of the owners of real property within the area to be considered for designation as an Historic District, accompanied by an affidavit certifying the same.

Vote on the Amendment:

Ayes: Bruno, Herzog, Meschino, Meyer, Trowbridge, Gustin, Edmonds

Nays: Messer

Amendment Approved

(7 to 1)

Vote on the Original Motion:

Ayes: Bruno, Herzog, Meschino, Meyer, Trowbridge, Gustin, Edmonds

Nays: Messer

Approved

(7 to 1)



NAPERVILLE HERITAGE SOCIETY

523 S. Webster Street
Naperville, IL
60540-6517
630.420.6010 Phone
630.305.4044 Fax

*Developers and
Administrators of
Naper Settlement
A History Museum*

TO: Mayor Pradel and City Councilmen

FROM: Naperville Heritage Society
Chris Birck, Chairman of the Board

Chris Birck

DATE: January 28, 2011

SUBJECT: Historic Preservation Ordinance Revisions 2/1/11 Agenda Item N.1.

As facilitators for the six-month community conversation which resulted in the Council approved “Unified Recommendations for Naperville’s Historic Preservation”, the Naperville Heritage Society wanted to re-iterate our support for the ordinance revisions as originally presented in May 2009 outlined in Option A on the Council’s 2/1/11 Agenda Item N.1.

Pursuant to the City Council’s November 2008 request, the Heritage Society worked extensively with a variety of stakeholders to examine all aspects of the city’s existing historic preservation ordinance. The resulting recommendations were vetted through public meetings and unanimously approved by all the stakeholders involved as well as later by the Historic Preservation Commission.

It is our understanding that the Naperville Plan Commission has now reviewed the proposed changes to the ordinance and has recommended a significant reversal in reference to the process of designating future historic districts. The Heritage Society feels it is important to note that the original preservation ordinance which allowed for the establishment of Naperville’s current historic district required the consent of only 10% of the affected property owners. The recommended revision in Option A calls for the agreement of 10% of the property owners to petition a district designation process begin. However, it protects individual property rights much further by stating that if 51% of the potentially affected property owners oppose the designation, the district would not be established. By reversing this approach as suggested by the Plan Commission, the city would be sending the message that it doesn’t really support the concept of historic preservation. The Heritage Society feels the approach outlined in Option A sufficiently increases required public input to the district designation process. Consequently, we strongly urge the adoption of the revised Preservation Ordinance incorporating Option A for the designation of new historic districts, rejecting Option B.



Naperville

CITY COUNCIL AGENDA ITEM

SUBJECT: Regular City Council Meeting Minutes of February 1, 2011

TYPE OF VOTE: Simple Majority

ACTION REQUESTED:
Approve the Regular City Council Meeting Minutes of February 1, 2011

BOARD/COMMISSION REVIEW:
N/A

COUNCIL ACTION PREVIOUSLY TAKEN:

Date	Item No.	Action

DEPARTMENT: City Clerk's Office

SUBMITTED BY: Pam LaFeber, Ph.D. - City Clerk

FISCAL IMPACT:
N/A

BACKGROUND:
N/A

DISCUSSION:
N/A

RECOMMENDATION:
Approve the Regular City Council Meeting Minutes of February 1, 2011

ATTACHMENTS:
1. Minutes



CITY COUNCIL MEETING OF FEBRUARY 1, 2011
UNOFFICIAL PRIOR TO CITY COUNCIL APPROVAL
APPROVED BY THE CITY COUNCIL ON
_____AS WRITTEN.

CALL TO ORDER:

5:01 P.M.

- A** Mayor A. George Pradel – Arrived at 5:02 p.m.
Councilman Judy Brodhead
Councilman Robert Fieseler
Councilman Richard R. Furstenau
Councilman Paul Hinterlong
Councilman Douglas Krause
Councilman Kenn Miller
Councilman Grant Wehrli

Absent

Councilman James Boyajian

Also Present

City Manager, Doug Krieger
Assistant City Manager, Robert Marshall
City Clerk, Pam LaFeber
City Attorney, Margo Ely
Fire Chief, Mark Puknaitis
Deputy Police Chief, Gary Bolt
Asst. Finance Director, Chris Smith
Director of Public Works, David Van Vooren
Director of T.E.D., Marcie Schatz
T.E.D. Operations Manager, Allison Laff
T.E.D. Development Team Leader, Dick Dublinski
T.E.D. Engineering Team Leader, Bill Novack
Director of Public Utilities-Electric, Mark Curran
Director of Public Utilities-Water, Jim Holzapfel

Press

Chicago Sun Times, Daily Herald, Naperville Sun

FINAL AGENDA
CITY COUNCIL MEETING
FEBRUARY 1, 2011
PAGE 2

B. CLOSED SESSION:

Furstenau moved to recess to Closed Session to discuss 5ILCS/120/2(c)(1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, (2) Collective negotiating matters between the public body and its employees or their representatives; (11) Litigation, when action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent; (21) Discussion of minutes of meetings lawfully closed under this Act, whether for the purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. Second, Krause.

ROLL CALL:

Ayes: Pradel, Brodhead, Fieseler, Furstenau, Hinterlong, Krause, Miller, Wehrli.

Nays: None

Absent: Boyajian
Motion declared carried.

THE MEETING RECESSED TO CLOSED SESSION AT 6: 5:05 P.M.

CLOSED SESSION ENDED AT 7:00 P.M.

OPEN SESSION

MAYOR PRADEL CALLED THE MEETING BACK TO ORDER AT 7:06 P.M.

ROLL CALL to determine Quorum:

Present: Pradel, Brodhead, Fieseler, Furstenau, Hinterlong, Krause, Miller, Wehrli

Absent: Boyajian

C. PLEDGE TO THE FLAG:

PLEDGE GIVEN

D AWARDS AND RECOGNITIONS:

D1 Employee of the Month – February

EMPLOYEE OF THE MONTH - FEBRUARY

Tabled to February 15, 2011 Council Meeting.

E PUBLIC FORUM:

E1 One-Mile Race Prior to Memorial Day Parade

Jack Persin, 800 W Gartner Road, asked that Council approve his request to hold a one-mile race prior to the Memorial Day Parade which will be sponsored by Naperville Responds for Our Veteran's.

Council instructed Mr. Persin to submit an application to the Special Events Committee for review, recommendation and formal approval by the City Council.

F HOLDOVER ITEMS:

FINAL AGENDA
CITY COUNCIL MEETING
FEBRUARY 1, 2011
PAGE 3

G PETITIONS AND COMMUNICATIONS TO THE COUNCIL:

- G1** License Agreement for Usage of the City Logo by Loaves and Fishes CITY LOGO USAGE – LOAVES & FISHES
Council requested the following restrictions be added: 1) Shall not be used in any mailer or electronic website, and 2) the logo shall not be used for any public purpose after February 5, 2011.

Furstenau moved to approve the license agreement for the usage of the City Logo by Loaves & Fishes with the two modifications.
Second, Miller.

VOICE VOTE: Motion declared carried.

H CONSIDERATION OF MOTION TO USE OMNIBUS METHOD FOR REMAINING ITEMS:

Miller moved to use the Omnibus method to approve the Consent Agenda. Second, Krause.

VOICE VOTE: Motion declared carried.

I CONSENT AGENDA:

Miller moved to approve the Consent Agenda with the exception of items. Second, Krause.

ROLL CALL:

Ayes: Pradel, Brodhead, Fieseler, Furstenau, Hinterlong, Krause, Miller, Wehrli

Nays: None

Absent: Boyajian
Motion declared carried.

- I1** Cash Disbursements – 1/19/2010 CASH DISBURSEMENTS – 1/19/10
Council moved to approve the January 19, 2010 cash disbursements in the amount of \$19,140,860.71.
- I2** Contract 09-143, Concrete Restoration Program CONTRACT 09-143, CONCRETE RESTORATION PROGRAM
Council moved to approve the extension for option year one to Contract 09-143, Concrete Restoration Program, to Globe Construction Inc., for an amount not to exceed \$260,000.00 plus a 5% contingency.
- I3** Contract 08-125, Landscape Restoration CONTRACT 08-125, LANDSCAPE RESTORATION
Council moved to approve the award of Option Year One to Contract 08-125, landscape restoration, to Pezza Landscape, Inc., extending the contract to April 30, 2011, for a contract amount not to exceed \$471,740.00, plus a 3% contingency.
- I4** Resolution No. 11-004, Intergovernmental Agreement with DuPage County for the operation of the regional Household Hazardous Waste Facility RESOLUTION NO. 11-004, HOUSEHOLD HAZARDOUS WASTE FACILITY – DUPAGE COUNTY
Council moved to adopt Resolution No. 11-004, authorizing the City Manager to execute the Intergovernmental Agreement between the City of Naperville and DuPage County for the operation of the regional Household Hazardous Waste Facility.

FINAL AGENDA
CITY COUNCIL MEETING
FEBRUARY 1, 2011
PAGE 4

- 15** Resolution No. 11-005, Intergovernmental Agreement with Will County for the operation of the regional Household Hazardous Waste Facility

Council moved to adopt Resolution No. 11-005, authorizing the City Manager to execute the Intergovernmental Agreement between the City of Naperville and Will County for the operation of the regional Household Hazardous Waste Facility.
- 16** Resolution No. 11-006, 608 S. Washington Street, ZBA Case #10-1-153

Council moved to adopt Resolution No. 11-006, granting a variance from Section 5-4-5:2.5 (commercial signs, monument sign setback, front property line) of the Naperville Municipal Code to allow for the installation of a monument sign fronting a major arterial that is closer than ten feet from the front property line for the property located at 608 S. Washington Street.
- 17** Resolution No. 11-007, Office Max North America, Inc., ZBA Case #10-1-154

Council moved to adopt Resolution No. 11-007, granting a variance from Section 5-4-13:1 (Nonconforming Signs; Revision of Signage) of the Naperville Municipal Code to allow for the replacement of the face panels on an existing, nonconforming monument sign without bringing the sign into compliance with the current monument-sign regulations for the property located at 790 Royal St. George Drive.
- 18** Ordinance No. 11-022, Comprehensive Automotive Repair, ZBA 10-1-156

Schatz explained that all requirements of the variances must be adhered to and if the business does not comply there are legal remedies which the city will initiate.

Council moved to pass Ordinance No. 11-022, granting a variance from Section 6-9-3 (Schedule of Off-Street Parking Requirements) of the Naperville Municipal code to reduce the required number of parking stalls from 17 to 4 for the purposes of servicing of motor vehicles, ZBA 10-1-156.
- 19** Ordinance No. 11-023, 515 Newport Drive, ZBA 10-1-157

Council moved to pass Ordinance No. 11-023, approving a variance from Section 6-2-12 (fences) of the Naperville Municipal Code to increase the maximum height for a privacy fence in the required corner side yard setback at 515 Newport Drive, ZBA 10-1-157.
- 112** Ordinance No. 11-024, Class S - Specialty Wine Shop to allow sale of Craft beer

Council moved to waive first reading and pass Ordinance No. 11-024, amending Title 3 (Business and License Regulations), Chapter 3 (Liquor and tobacco Control), Section 1 (Definitions) and Section 11 (Liquor Licenses, Classification and Fees) of the Naperville Municipal Code.

FINAL AGENDA
CITY COUNCIL MEETING
FEBRUARY 1, 2011
PAGE 5

-
- | | | |
|------------|--|---|
| I10 | <p><u>Ordinance No. 11-025, Naperville Cemetery's Third Addition</u></p> <p>Schatz clarified that the Naperville Cemetery Association owns the property immediately east of the Barn and North of Martin Avenue. She said that the property located south of the barn (on the south side of Martin Avenue) is owned by the Naperville Park District. She also said that staff will follow up with the Council regarding the Cemetery Association's Master Plan for the subject property.</p> <p>Furstenau moved to pass Ordinance No. 11-025, approving a subdivision plat for the Naperville Cemetery's Third Addition. Second, Krause.</p> <p>ROLL CALL:</p> <p>Ayes: Brodhead, Furstenau, Hinterlong, Krause, Pradel
Nays: Fieseler, Miller, Wehrli
Absent: Boyajian
Motion declared carried.</p> | <p>ORDINANCE NO. 11-025,
NAPERVILLE
CEMETERY'S THIRD
ADDITION</p> |
| I11 | <p><u>NSGI Customer Bill of Rights</u></p> <p>Wehrli moved to table to February 15, 2011. Second, Miller.</p> <p>VOICE VOTE: Motion declared carried.</p> | <p>NSGI CUSTOMER BILL OF
RIGHTS</p> |
| I13 | <p><u>Appointment to Transportation Advisory Board</u></p> <p>Kathy Benson, 51 Forest, disagreed with the notification process and suggested that applicant information be included in the agenda packet.</p> <p>Council requested that resumes be attached to the agenda item so the public can learn of appointments and that mayoral appointments to boards and commissions be added to the upcoming Council Rules Workshop.</p> <p>Furstenau moved to approve the appointment of William Steven Collins and Marjorie McIntosh to the Transportation Advisory Board. Second, Krause.</p> <p>ROLL CALL:</p> <p>Ayes: Fieseler, Furstenau, Hinterlong, Krause, Miller, Wehrli, Pradel, Brodhead
Nays: None
Absent: Boyajian
Motion declared carried.</p> | <p>TRANSPORTATION
ADVISORY BOARD</p> |
-
- J OLD BUSINESS:**
- | | | |
|-----------|--|--|
| J1 | <p><u>Ordinance No. 11-026, Zoning Board of Appeals and Plan Commission Duties, Responsibilities, and Processes</u></p> <p>Council clarified that this will not put a burden on the Plan Commission, that items will still be reviewed by Council, and that the cost savings is one FTE or \$87,000.</p> | <p>ORDINANCE NO. 11-026,
ZONING BOARD OF
APPEALS & PLAN
COMMISSION DUTIES,
RESPONSIBILITIES, AND
PROCESSES</p> |
|-----------|--|--|

FINAL AGENDA
 CITY COUNCIL MEETING
 FEBRUARY 1, 2011
 PAGE 6

- J1** Ordinance No. 11-026, Zoning Board of Appeals and Plan Commission Duties, Responsibilities, and Processes Continued
 Wehrli moved to pass Ordinance No. 11-026, amending Title 2, 5, and 6 of the Naperville Municipal Code to eliminate the Zoning Board of Appeals and modify the powers, duties, and processes of the Planning and Zoning Commission. Second, Hinterlong.
- ORDINANCE NO. 11-026,
 ZONING BOARD OF
 APPEALS AND PLAN
 COMMISSION DUTIES,
 RESPONSIBILITIES, AND
 PROCESSES
- ROLL CALL:**
Ayes: Furstenau, Hinterlong, Krause, Miller, Wehrli, Pradel, Brodhead
Nays: Fieseler
Absent: Boyajian
 Motion declared carried.
- J2** B4 Downtown Core District
 Krieger explained that a letter was received from the Chamber of Commerce and that staff recommends tabling the item until the Downtown Naperville Alliance (DNA) and the Downtown Advisory Commission (DAC) can review and discuss the letter.
- B4 DOWNTOWN CORE
 DISTRICT
- Schatz gave a detailed explanation of the text amendment and stated that the recommendation in the agenda item is in the Downtown 2030 Plan which was approved by DAC. She said that the 2030 Plan was workshopped in November and is currently out for the required 60-day comment period.
- Miller moved to table to March 1, 2011 to allow further review by the Downtown Naperville Alliance (DNA) and the Downtown Advisory Commission (DAC). Second, Hinterlong.
- VOICE VOTE:** Motion declared carried.
- K** **AWARD OF BIDS AND OTHER ITEMS OF EXPENDITURE:**
- L** **REPORTS AND RECOMMENDATIONS:**
- L1** Regular City Council Meeting Minutes of January 18, 2011
 Miller moved to approve the Regular City Council Meeting Minutes of January 18, 2011. Second, Furstenau.
- REGULAR CITY COUNCIL
 MEETING MINUTES OF
 JANUARY 18, 2011
- VOICE VOTE:** Motion declared carried.
- L2** City Council Meeting Schedule
 Furstenau moved to approve the City Council Meeting Schedule for February, March and April 2011. Second, Miller.
- CITY COUNCIL MEETING
 SCHEDULE
- VOICE VOTE:** Motion declared carried.
- L3** Council Options in Response to Public Forum Concerns
 Wehrli moved to table to February 15, 2011. Second, Krause.
- COUNCIL OPTIONS IN
 RESPONSE TO PUBLIC
 FORM CONCERNS
- VOICE VOTE:** Motion declared carried.

**FINAL AGENDA
CITY COUNCIL MEETING
FEBRUARY 1, 2011
PAGE 7**

M PUBLIC HEARING:

N ORDINANCES AND RESOLUTIONS:

N1 Historic Preservation Revisions, PC 10-1-144

N1a First Reading of ordinance amending Historic Preservation, PC 10-1-144

Miller moved to table to February 15, 2011. Second, Hinterlong.

VOICE VOTE: Motion declared carried.

N1b Direction to staff regarding the Historic District designation process

N2 Resolution No. 11-008, 2011 City of Naperville Legislative Action Plan

RESOLUTION NO. 11-008,
2011 LEGISLATIVE
ACTION PLAN

Wehrli moved to adopt Resolution No. 11-008, approving the 2011 City of Naperville Legislative Action Plan. Second, Brodhead.

ROLL CALL:

Ayes: Hinterlong, Krause, Miller, Wehrli, Pradel, Brodhead,
Fieseler, Furstenau

Nays: None

Absent: Boyajian

Motion declared carried.

O NEW BUSINESS:

P CLOSED SESSION:

Q ADJOURNMENT:

ADJOURNMENT – 7:47
P.M.

Wehrli moved to adjourn the Regular City Council meeting of February 1, 2011 at 7:47 p.m. Second, Miller.

VOICE VOTE: Motion declared carried.

The Regular City Council Meeting of February 1, 2011 officially adjourned at 7:47 p.m.

PAM LAFEVER PH.D.
CITY CLERK

PL:BK



Naperville

CITY COUNCIL AGENDA ITEM

SUBJECT: City Council Meeting Schedule

TYPE OF VOTE: Simple Majority

ACTION REQUESTED:
Approve the City Council Meeting Schedule for February, March, April and May 2011.

BOARD/COMMISSION REVIEW:
N/A

COUNCIL ACTION PREVIOUSLY TAKEN:

Date	Item	No. Action

DEPARTMENT: City Manager’s Office

SUBMITTED BY: Sue Bertino, Exec. Secretary, CMO

FISCAL IMPACT:
N/A

BACKGROUND:
City Council sets their City Council and Workshop meeting schedules three months in advance. The schedule also contains open Workshop dates and potential Workshop topics.

RECOMMENDATION:
Approve the City Council Meeting Schedule for February, March, April and May 2011.

- ATTACHMENTS:**
1. City Council Meeting Schedule for February, March, April and May 2011.

Page: 302 - Agenda Item: L.2. CITY OF NAPERVILLE
CITY COUNCIL MEETING SCHEDULE
FEBRUARY, MARCH, APRIL & MAY 2011

<u>Date & Time</u>	<u>Meeting</u>	<u>Location</u>
Tuesday, February 22, 2011 5:00 p.m.	Workshop: Financial Update , Strategic Plan, CDBG/Social Services Grants	Council Chambers
Tuesday, March 1, 2011 6:00 p.m. 7:00 p.m.	City Council Meeting Closed Session Open Session	Council Chambers
Monday, March 7, 2011 5:00 p.m.	Workshop: FY12 Budget	Council Chambers
Tuesday, March 15, 2011 6:00 p.m. 7:00 p.m.	City Council Meeting Closed Session Open Session	Council Chambers
Tuesday, March 22, 2011 5:00 p.m.	Workshop: SECA Grant, Water/Wastewater Rate Study	Council Chambers
Wednesday, April 6, 2011 6:00 p.m. 7:00 p.m.	City Council Meeting Closed Session Open Session	Council Chambers
Tuesday, April 19, 2011 6:00 p.m. 7:00 p.m.	City Council Meeting Closed Session Open Session	Council Chambers
Tuesday, May 3, 2011 6:00 p.m. 7:00 p.m.	City Council Meeting Closed Session Open Session	Council Chambers
Tuesday, May 17, 2011 6:00 p.m. 7:00 p.m.	City Council Meeting Closed Session Open Session	Council Chambers
Tuesday, May 31, 2011 5:00 p.m.	Workshop: Total Compensation	Council Chambers

OPEN WORKSHOP DATES: (2nd and 4th Mondays; 5th Tuesdays)

Monday – April 11, May 9, 23

Tuesday – March 29, April 26

POTENTIAL WORKSHOP TOPICS

Council Rules – FY12

Copies emailed to:

DLT

Kalah Considine, Dispatch

Mike Bevis, Purchasing

News Media

Director, Park District

City Clerk's Office

School District 204

Community Relations

Peggy Frank, Naper Settlement

Homeowners Confederation

School District 203

Chamber of Commerce

Donna Dziedzic, Library

Christine Smith, Finance



Naperville

CITY COUNCIL AGENDA ITEM

SUBJECT: Authorize the City Manager to hire five (5) Firefighter/Paramedics (filling the vacancies created by promotions of existing personnel to Leadership Level positions, Captains, and Lieutenants.)

TYPE OF VOTE: Simple majority

ACTION REQUESTED:
Authorize the City Manager to recruit externally and fill the vacancies for five Firefighter/Paramedics.

BOARD/COMMISSION REVIEW:
N/A

COUNCIL ACTION PREVIOUSLY TAKEN:

Date	Item	No. Action
09/16/08	03	Hiring Freeze
02/03/09	L3	Authorize City Manager

DEPARTMENT: Human Resources

SUBMITTED BY: Victoria Perrault, Human Resources Manager

FISCAL IMPACT:

The recommended action will result in no change to the Fire Department’s authorized budgeted headcount.

Staff recommendation to hire personnel

02/15/2011

Page 2 of 2

BACKGROUND:

On September 16, 2008, the City Council implemented a hiring freeze, requiring the City Manager to seek their approval prior to filling positions. On February 3, 2009, the City Council authorized the City Manager to fill vacancies internally without Council approval provided that the transfer is cost neutral or saves money, there is no increase in FTE's and that external hiring will be approved by the City Council.

Due to a number of retirements, in January 2011, the Fire Department had vacancies in several senior leadership positions. Filling these vacancies (Deputy Fire Chief, Division Chief, Bureau Chief of Emergency Medical Services) resulted in the promotion of three (3) Captains to the department's senior leadership team. As a result, three Lieutenants were promoted to fill the three Captain vacancies, and three Firefighter/Paramedics were promoted to fill the three Lieutenant vacancies. The promotions to Captain and Lieutenant were managed in accordance with the Board of Fire and Police Commission. As a result, the Fire Department has three (3) vacant Firefighter/Paramedic positions in addition to the two vacancies that existed prior to the promotions which accounts for the five (5) positions being requested to be filled.

DISCUSSION:

	DEPARTMENT	JOB TITLE	RESULT	CHANGE IN BUDGETED HEADCOUNT
FIVE (5) VACANCIES:	Fire Department	<i>Firefighter/Paramedic</i>	Recommend five (5) positions be filled externally	0

The Firefighter/Paramedic is a core position within the department responsible for fire suppression, emergency medical services and a variety of other specialty assignments as needed. In an effort to meet the recent and future budgetary challenges, the fire department underwent a reorganization which led to the elimination of one Deputy Chief and an operational realignment that included a heavy rescue squad being replaced with an ambulance. The result of the changes reduced the department FTE's by an additional three firefighter/paramedic positions. The fire department through its current deployment strategy has also reduced overtime expenditures by nearly 35%. In an effort to continue overtime saving measures and still have the necessary personnel resources to handle the daily service delivery, the maintenance of existing staffing levels is critical.

RECOMMENDATION:

Authorize the City Manager to recruit and hire five (5) Firefighter/Paramedics.



Naperville

CITY COUNCIL AGENDA ITEM

SUBJECT: Temporary/Seasonal Personnel

TYPE OF VOTE: Simple majority

ACTION REQUESTED:
Authorize the City Manager to recruit externally and hire temporary/seasonal personnel.

BOARD/COMMISSION REVIEW:
N/A

COUNCIL ACTION PREVIOUSLY TAKEN:

Date	Item	No. Action
09/16/08	03	Hiring Freeze
02/03/09	L3	Authorize City Manager

DEPARTMENT: Human Resources

SUBMITTED BY: Victoria Perrault, Human Resources Manager

FISCAL IMPACT:

FY08-09 Actual \$433,489 FY 09-10 Actual \$260,678 FY10-11 Projected \$208,972 Cost to Date: \$173,800 FY 11-12 Requested \$241,280

BACKGROUND:

On September 16, 2008, the City Council implemented a hiring freeze, requiring the City Manager to seek their approval prior to filling positions. On February 3, 2009, the City Council authorized the City Manager to fill vacancies internally without Council approval provided that the transfer is cost neutral or saves money, there is no increase in FTE's and that external hiring will be approved by the City Council.

Staff recommendation to hire personnel

02/15/2011

Page 2 of 4

DISCUSSION:

Hiring temporary workers is a cost effective way to deliver necessary services to residents while assisting and/or freeing up full-time staff to perform more critical work. The following is a summary of temporary/seasonal staffing recommendations:

Transportation, Engineering and Development:

5 Engineering Interns: The five engineering interns are used to supplement inspection staff that manages the 2011 \$10.6 million Maintenance Improvement Program. The interns complete quantities, have daily field presence in the neighborhoods, and assist with surveying and layout of the projects. The interns, in partnership with the inspectors, monitor the performance of the contractor to insure that what is shown on the plans is what is built in the field (i.e. depth of patches, thickness of concrete, material quality, etc.) If not approved, the scope of the MIP should be reduced, additional inspection staff should be considered or significant MIP construction operations will proceed unattended. The pay rate for these positions will range from \$9.50 - \$11.00 per hour.

6 Traffic/Transportation Interns/Seasonal Workers: The two traffic interns and four seasonal worker traffic counters are responsible for completing traffic counts, managing the data, and assisting with neighborhood traffic studies. These traffic counts are needed for justifications for capital improvement projects, IDOT reviews and city traffic studies. In addition, the traffic interns assist in completing neighborhood speed and parking studies and assist with transit, commuter parking and downtown parking data collection. This year, the traffic interns will assist with the bus depot feasibility study and Ride DuPage reporting. If not approved, the city will need to use full time staff to complete these counts or use consultants which cost approximately \$1,200 per count (or five times the cost of intern/seasonal workers). The pay rate for these positions will range from \$9.50 - \$11.00 per hour.

2 Code Interns: The two code enforcement interns manage over 600 weed and tall grass complaints each summer. This effort includes verification of a complaint, notification, contract mowing and billing. If these positions are not approved, only a limited number of weed and tall grass cases would be addressed due to higher priority code cases. In addition, response times between complaint, response, contract mowing and billing would be delayed significantly. The pay rate for these positions will range from \$9.50 - \$11.00 per hour.

1 GIS Intern: The GIS intern will assist in the maintenance of GIS databases including the city's Transportation Data Model, Naperville Land Information System, and Traffic Data and will also produce a wide range of GIS maps and displays for engineering and planning staff. If this position is not approved, one full time technician will be allocated to this work for a three month period resulting in a lack of data critical to update these systems. The pay rate for this position will range from \$9.50 - \$11.00 per hour

These requests represent no change from last year's approved requests. The labor costs for these temporary positions will be \$81,000 and have been budgeted from the T.E.D. Business Groups department budget.

*Staff recommendation to hire personnel
02/15/2011
Page 3 of 4*

Department of Public Works:

3 Mosquito Abatement Temporary Workers: The city has two options with respect to the mosquito abatement program. The first involves contracting out the program. The cost of this option will exceed the cost of temporary assistance. The other option is to discontinue the program and rely upon the efforts of both DuPage and Will Counties as it relates to monitoring and abatement activities within the city. The second option has health and safety implications. The pay rate for these positions will be \$14.00 per hour.

3 Central Business District (CBD) Temporary/Seasonal Workers: This request is comprised of two (2) seasonal workers that will be employed over the summer months and a one (1) seasonal worker that will be employed for a period of six (6) months. These positions will be used to water, weed and remove trash and debris from the landscape beds located in the downtown and commuter train stations. Should these positions not be filled, Equipment Operators at a higher rate of pay will complete the associated tasks delaying other activities associated with the maintenance of public infrastructures. The pay rate for these positions will range from \$8.50 - \$10.00 per hour.

6 Operations Temporary Workers: These six positions are six-month in duration and used to supplement the activities of the Equipment Operators in carrying out the Department's brush, leaf and snow removal programs. Should these positions not be filled, the Department would have to assign additional Equipment Operators, at a higher rate of pay, to the selected programs or attempt to contract for additional assistance at a higher total cost. Regarding the Department's fall leaf pick-up, this past year, 90% of the Equipment Operators were already assigned to the program and if the balance were assigned, the Department would have no Equipment Operators to complete other tasks for the six-week program. The pay rate for these positions will be \$14.00 per hour.

These requests represent no change from last year's approved requests. The labor costs for these temporary positions will be \$136,640.00 and have been budgeted from the D.P.W. department budget.

Department of Public Utilities – Water

2 Summer Workers: These positions will be used to staff a hydrant painting program while DPU-Water develops a volunteer hydrant painting program as directed by City Council at the 12/13/10 City Council Workshop and discussed in the Manager's Memo dated 1/28/10. However, without prior history, it's uncertain to know productivity and/or reliability of a volunteer program. Hiring the 2 summer workers will ensure that approximately 2,000 hydrants will be painted. The volunteer program will add to the number of hydrants painted and give us data to base future volunteer efforts and expectations. Freshly painted hydrants reassure the residents and customers that their Utility rates are being well spent to operate and maintain the system to insure a safe and reliable water supply that will meet their domestic and fire fighting needs. There are approximately 8,900 hydrants in the public system and 11,500 hydrants connected to the system (public and private). Hydrants are painted on a 6 year cycle. The Water Utility collects an annual fire hydrant maintenance fee for privately owned hydrants connected to the system. This fee collected provides for the annual testing, and routine maintenance (including painting). The pay rate for these positions will range from \$8.50 - \$10.00 per hour.

Staff recommendation to hire personnel

02/15/2011

Page 4 of 4

This request represents an increase of one (1) summer worker from last year's approved requests. The labor costs for these summer workers will be \$8,640.00 and have been budgeted from the DPU-Water department budget.

City Manager's Office

1 Graduate Intern: The City Manager's Office and Community Relations have typically both had intern positions budgeted and filled. Due to budget cuts, last year Community Relations eliminated their Summer Intern position with the understanding that the CMO Graduate Intern could take on the responsibilities of both positions. This consolidation reduced the intern budget from \$19,500 to \$15,000. The Graduate Intern position is a year round position and allows the student to meet credit requirements while aiding the city with research, reporting, and other needs.

In the CMO, this intern position will help further the city's Legislative Action Plan by researching legislation in other states for comparison purposes with the city's policy positions. In addition, this intern will help research and track the hundreds of bills that impact municipalities and make recommendations on whether Naperville should support or oppose these bills. The intern will also help gather and compile data for the Environmental Sustainability Plan including the needed update to the Greenhouse Gas Emissions Inventory.

The Community Relations functions of this intern include designing flyers, utility bill inserts, etc., archiving, helping manage the volunteer program and citizen's academy, special event support and photography. Many of these duties have been absent or sparse with previous Community Relations position cuts. The pay rate for this position will range from \$11.00 - \$14.00 per hour.

This request represents an increase of one (1) from last year's approved requests. The labor costs for this graduate intern will be \$15,000.00 and have been budgeted from the CMO department budget.

RECOMMENDATION:

Authorize the City Manager to recruit externally and hire 29 temporary/seasonal personnel in DPW, T.E.D., CMO and DPU-Water. This request is an increase of 2 positions from 2010 and all positions are budgeted in the departments' FY12 budget. Two (2) positions from DPW will be funded from the Special Services area #22.



Naperville

CITY COUNCIL AGENDA ITEM

SUBJECT: Police Department staffing including elimination of one commander position and recall of one police officer

TYPE OF VOTE: Simple majority

ACTION REQUESTED:
Authorize the City Manager to eliminate one Commander position and recall one previously laid off Police Officer.

BOARD/COMMISSION REVIEW:
N/A

COUNCIL ACTION PREVIOUSLY TAKEN:

Date	Item	No. Action
09/16/08	03	Hiring Freeze
02/03/09	L3	Authorize City Manager

DEPARTMENT: City Manager’s Office

SUBMITTED BY: Douglas A. Krieger, City Manager

FISCAL IMPACT: Annual savings of \$9,108.72, increasing to almost \$30,000 in the second and subsequent fiscal years

BACKGROUND:
On September 16, 2008, the City Council implemented a hiring freeze, requiring the City Manager to seek their approval prior to filling positions. On February 3, 2009, the City Council authorized the City Manager to fill vacancies internally without Council approval provided that the transfer is cost neutral or saves money, there is no increase in FTE’s and that all external hiring will be approved by the City Council.

During 2009 and 2010, the City was forced to implement reductions in force because of budget deficits totaling approximately 14% of the City’s workforce. In November, 2010, 6 police officers were laid off in order to assist in mitigating the continuing budget deficit. At the time, the City had a collective bargaining agreement with the FOP that allowed the City to implement lay offs “in its discretion.” By law and under the union contract, the laid off officers are placed on a recall list in order of seniority and the City must rehire the laid off officers before hiring externally. The City’s ability to recall these officers reduces training costs the City would otherwise incur with new hires. In the past two years, the Police Department has reduced its

Staff recommendation to hire personnel

02/15/2011

Page 2 of 2

sworn force by 22 positions. If Council authorizes this recall, the position will be assigned to the midnight patrol shift, responding to calls, maintaining order and preventing crime.

DISCUSSION:

On January 6, 2011, the City of Naperville offered a limited retirement incentive to all sworn police. In general, this incentive program offered one year of paid healthcare in exchange for an immediate commitment to retire within the next few months. This program was offered to serve two purposes: First, to provide cost savings and second, to provide the opportunity to recall the laid off officers without impacting the deficit reduction savings achieved by their lay off.

Although a total of four sworn members accepted the offer (three Commanders and one Police Officer), at this time, I am only seeking replacement approval for one position. I am proposing the elimination of one Police Commander position, and the recall of one of the laid-off police officers. I seek this authority now because I am confident that the cost savings are sufficient for recall of one officer and I believe the position is necessary to appropriately staff midnight patrol shift. The commander position annual salary is \$106,043.18 and the recalled Police Officer salary is \$77,178.74 resulting in an annual savings of \$9,108.72 after paying the retirement incentive of \$19,755.72, which is the PPO family premium. Once the Police Department finalizes a reorganization plan, I will seek authority to fill additional positions.

The current span of control in the Police Department is 5.77. With the elimination of the Commander position and the recall of one Police Officer the span of control will increase to 5.91.

RECOMMENDATION:

Authorize the City Manager to recall one police officer and eliminate one Commander position.